

Barry Waite, Mayor
Bill Uphoff, Mayor Pro Tem
James Gazeley, Council Member
Cindy Segawa, Council Member
Mark A. Waronek, Council Member



LOMITA CITY HALL
COUNCIL CHAMBERS
24300 Narbonne Avenue
Lomita, CA 90717
Phone: (310) 325-7110
Fax: (310) 325-4024

Next Resolution No. 2023-19
Next Ordinance No. 858

**AGENDA
REGULAR MEETING
LOMITA CITY COUNCIL
TUESDAY, OCTOBER 3, 2023
6:00 P.M.**

THE CITY COUNCIL HAS RESUMED PUBLIC MEETINGS IN THE COUNCIL CHAMBERS. PARTICIPATION BY MEMBERS OF THE PUBLIC IS ONLY GUARANTEED VIA IN-PERSON ATTENDANCE.

AS A COURTESY, THE CITY WILL ATTEMPT TO ALSO ALLOW PUBLIC PARTICIPATION DURING THE MEETING VIA A COMPUTER OR SMART DEVICE USING THE FOLLOWING ZOOM LINK:

<https://us02web.zoom.us/j/87836258466>

Telephone Option: (669) 900-6833 Meeting ID: 878 3625 8466

Please note that the City cannot, and does not, guarantee that the above Zoom link or dial in feature will work, that any individual commenter's computer or smart device will operate without issue, or that the City's hosting of the Zoom will work without issue. Members of the public acknowledge this and are on notice that public participation is only guaranteed via attendance in Council Chambers and that the Zoom option is provided as a courtesy only. Technological issues or failure of the Zoom link to be operational for any reason will not result in any pause, recess, or cancellation of the meeting.

If you wish to provide public comment during oral communications or for a particular agenda item, you may either contact the City Clerk's Office before the meeting, at 310-325-7110 ext. 141, complete a speaker card and give it to the City Clerk or if participating via Zoom utilize the "raise hand" function to join the queue to speak when the Mayor calls the item for discussion. Your name and city of residency is requested, but not required.

No meeting of the Lomita Public Financing Authority will be held on this date.

1. OPENING CEREMONIES

- a. Call Meeting to Order
- b. Flag Salute
- c. Invocation – Council Member Segawa
- d. Roll Call

2. APPROVAL OF AGENDA

3. PRESENTATIONS

- **PRESENTATION BY CONGRESSMAN TED LIEU**

4. ORAL COMMUNICATIONS

Persons wishing to speak on Consent Agenda items or subjects other than those scheduled are requested to do so at this time. In order to conduct a timely meeting, a three (3) minute time limit per person has been established. Government Code Section 54954.2 prohibits the Council from discussing or taking action on a specific item unless it appears on a posted agenda.

5. ORAL COMMUNICATIONS AND MEETING ATTENDANCE REPORTS FROM THE CITY COUNCIL

The City Council may discuss and act upon items described under Council comments; however, items which are not on the agenda will be limited to Council reports, announcements, requests for clarification or factual information, or placement of matters on the agenda for a future meeting.

6. CITY MANAGER’S REPORT (information only)

7. CONSENT AGENDA

All items under the Consent Agenda are considered by the Council to be routine and will be enacted by one motion in the form listed below. There may be separate discussions of these items prior to the time the Council votes on the motion. Specific items may be removed from the Consent Agenda at the request of any Council Member or staff.

RECOMMENDED ACTION: That Consent Agenda Items 7a-d be approved.

- a. Motion to Waive Full Reading of Ordinances and that They be Read in Title Only

RECOMMENDED ACTION: Approve motion.

- b. Minutes of the Regular City Council Meeting of September 19, 2023

RECOMMENDED ACTION: Approve minutes.

- c. Warrants/Payroll Register

RECOMMENDED ACTION: Approve and file Warrants/Payroll Register.

- d. Resolution Approving and Authorizing the City Manager to Execute the Transfer Agreement with the California Department of Transportation

RECOMMENDED ACTION: Adopt Resolution No. 2023-19, approving and authorizing the City Manager to execute a contract for the Sustainable Transportation Planning Grant for Lomita’s Citywide School Loading Zone Study for Vision Zero Neighborhood Planning Initiatives & Infrastructure with the California Department of Transportation in a form approved by the City Attorney.

RESOLUTION NO. 2023-19 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMITA, CALIFORNIA, APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONTRACT WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION FOR THE SUSTAINABLE TRANSPORTATION PLANNING GRANT – LOMITA’S CITYWIDE SCHOOL LOADING ZONE STUDY FOR VISION ZERO NEIGHBORHOOD PLANNING INITIATIVES & INFRASTRUCTURE

8. SCHEDULED ITEMS

- a. **DISCUSSION AND CONSIDERATION OF THE TRAFFIC CALMING TOOLKIT**

Presented by Carla Dillon, P.E., Public Works Director

RECOMMENDED ACTION: 1) Receive and file the Traffic Calming Toolkit; 2) direct staff to implement recommendations for 262nd Street, Walnut Street, and Pennsylvania Avenue; and 3) direct staff to begin the formation of a Capital Improvement Project to make improvements on Eshelman Avenue to incorporate traffic calming measures.

9. PUBLIC HEARINGS

- a. **DISCUSSION AND CONSIDERATION OF A RESOLUTION AMENDING CITYWIDE COMPREHENSIVE USER FEES AND CHARGES**

Presented by Gary Sugano, Assistant City Manager

RECOMMENDED ACTION: Adopt the attached resolution implementing the fee schedule effective December 4, 2023.

RESOLUTION NO. 2023-20 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMITA, CALIFORNIA, ESTABLISHING AND ADOPTING CERTAIN FEES, RATES AND CHARGES FOR VARIOUS CITY SERVICES

b. DISCUSSION AND CONSIDERATION OF AN ORDINANCE TO AMEND CHAPTER 5 (ADMINISTRATIVE CITATIONS AND PENALTIES) OF TITLE I OF THE LOMITA MUNICIPAL CODE TO ALIGN THE ADMINISTRATIVE CITATION APPEAL METHOD WITH THE PARKING CITATION APPEAL METHOD

Presented by Brianna Rindge, AICP, Community and Economic Development Director

RECOMMENDED ACTION: After the City Attorney reads the title, introduce on first reading Ordinance No. 858 amending Chapter 5 (Administrative Citations and Penalties) of Title I of the Lomita Municipal Code (LMC) to an amendment to Lomita Municipal Code Title I (General Provisions), Chapter 5 (Administrative Citations and Penalties) to align the administrative citation appeal method with the parking citation appeal method; and Find the action to be exempt from the California Environmental Quality Act.

ORDINANCE NO. 858 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOMITA, CALIFORNIA, AMENDING CHAPTER 5 OF TITLE I OF THE LOMITA MUNICIPAL CODE TO ALIGN THE ADMINISTRATIVE CITATION APPEAL METHOD WITH THE PARKING CITATION APPEAL METHOD AND FINDING THE SAME EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

10. ADJOURNMENT

The Lomita City Council adjourns in memory of Steve Dever, husband of former Mayor and Council Member Susie Dever.

Written materials distributed to the City Council within 72 hours of the City Council meeting are available for public inspection via the City’s website and copies are available for public inspection beginning the next regular business day in the City Clerk’s Office, 24300 Narbonne Avenue, Lomita.

In compliance with the Americans with Disabilities Act (ADA) if you need special assistance to participate in this meeting, please contact the office of the City Clerk at (310) 325-7110. Notification at least forty-eight (48) hours prior to the meeting will enable the City to make reasonable arrangements.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted not less than 72 hours prior to the meeting at the following locations: Lomita City Hall, Lomita Park, and uploaded to the City of Lomita website http://www.lomita.com/cityhall/city_agendas/.

Date Posted: September 28, 2023



Kathleen Horn Gregory, MMC, City Clerk

**MINUTES OF THE
LOMITA CITY COUNCIL
REGULAR MEETING
TUESDAY, SEPTEMBER 19, 2023**

1. OPENING CEREMONIES

a. Call Meeting to Order

The regular meeting of the Lomita City Council was called to order by Mayor Pro Tem Uphoff at 6:00 p.m. on Tuesday, September 19, 2023, in the Council Chambers at Lomita City Hall, 24300 Narbonne Avenue, Lomita, California.

b. Flag Salute

Council Member Segawa led the salute to the flag.

c. Invocation

Mayor Pro Tem Uphoff gave the invocation.

d. Roll Call

PRESENT: Council Members: Gazeley, Segawa, and Mayor Pro Tem Uphoff

ABSENT: Council Member Waronek and Mayor Waite

STAFF PRESENT: City Manager Smoot, City Attorney Rusin, Assistant City Manager Sugano, Public Works Director Dillon, Community and Economic Development Director Rindge, Administrative Services Director Kamada, Administrative Analyst Ibarra, Senior Management Analyst Hernandez, and City Clerk Gregory

e. Closed Session Report

City Attorney Rusin stated that the Council met in open session at 5:30 p.m. and recessed to closed session to discuss the following item:

**CONFERENCE WITH LEGAL COUNCIL - EXISTING LITIGATION
GOVERNMENT CODE SECTION 54956.9(D)(1)**

The City finds, based on advice from legal counsel, that discussion in open session will prejudice the position of the City in the litigation.

Name of Case: Original Thai Massage. v. The City of Lomita *et al.* United States District Court, Case Number: 2:23-cv-06884-DMG-AS

Council Members Gazeley, Segawa and Mayor Pro Tem Uphoff were present and there was no reportable action taken.

2. APPROVAL OF AGENDA

Council Member Segawa made a motion, seconded by Council Member Gazeley, to approve the agenda.

MOTION CARRIED by the following vote:

AYES: Council Members: Gazeley, Segawa, and Mayor Pro Tem Uphoff

NOES: None

ABSENT: Council Member Waronek and Mayor Waite

3. PRESENTATIONS

None scheduled.

4. ORAL COMMUNICATIONS

Mayor Pro Tem Uphoff announced the time for public comments on consent agenda items or subjects other than those scheduled.

Olive Long, Lomita resident, provided a written comment regarding the Metro C line extension. Council was provided a copy and copies were made available to the public.

George Kivett noted the absence of the GPAC members. He suggested a courtesy phone call to the members prior to the meeting as reminder. He also voiced his concerns with electric bikes riding on the sidewalks in the city.

There being no further requests to speak, Mayor Pro Tem Uphoff closed oral communications.

5. ORAL COMMUNICATIONS AND MEETING ATTENDANCE REPORTS FROM THE CITY COUNCIL

Council Member Gazeley reported on the following:

- Joint Policy Committee Meeting
- SCAG Regional Council Meeting
- LA West Vector Control Meeting

Council Member Segawa reported on the following:

- Circle of Honor Subcommittee Meeting
- Founder's Day Subcommittee Meeting

Mayor Pro Tem Uphoff reported on the following:

- Circle of Honor Subcommittee Meeting
- September 8-10 - Contract Cities Fall Seminar
- SBCOG Homeless Taskforce Meeting
- September 11 - COG Transportation Committee Meeting

6. CITY MANAGER'S REPORT (information only)

City Manager Smoot introduced the new parking enforcement supervisor John Campos.

7. CONSENT AGENDA

RECOMMENDED ACTION: That Consent Agenda Items 7a-k be approved.

Council Member Segawa made a motion, seconded by Council Member Gazeley, to approve the recommended action.

MOTION CARRIED by the following vote:

AYES: Council Members: Gazeley, Segawa, and Mayor Pro Tem Uphoff

NOES: None

ABSENT: Council Member Waronek and Mayor Waite

Approved the following Consent Agenda items:

- a. Motion to Waive Full Reading of Ordinances and that They be Read in Title Only

RECOMMENDED ACTION: Approve motion.

- b. Warrants/Payroll Register

RECOMMENDED ACTION: Approve and file Warrants/Payroll Register.

- c. Monthly Report for the Administrative Services Department

RECOMMENDED ACTION: Receive and file the report.

- d. Monthly Report for the City Manager's Department

RECOMMENDED ACTION: Receive and file the report.

- e. Monthly Report for the Community and Economic Development Department

RECOMMENDED ACTION: Receive and file the report.

- f. Monthly Report for the Recreation and Facilities Division

RECOMMENDED ACTION: Receive and file the report.

- g. Monthly Report for the Public Works Department

RECOMMENDED ACTION: Receive and file the report.

- h. August 2023 Treasury & Investment Report

RECOMMENDED ACTION: Receive and file the report.

- i. Second Reading and Adoption of Ordinance No. 856 for Zoning Text Amendment No. 2023-07 Amendment Lomita Municipal Code Title XI (Planning and Zoning) to Create Mixed-Use Overlay District Regulations for Four or Fewer Residential Unit Developments within the Downtown, Commercial (D-C) Zone

RECOMMENDED ACTION: Adopt the ordinance and find the project categorically exempt from the California Environmental Quality Act (CEQA).

ORDINANCE NO. 856 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOMITA, CALIFORNIA, APPROVING ZONING TEXT AMENDMENT 2023-07 AMENDING LOMITA MUNICIPAL CODE TITLE XI (PLANNING AND ZONING), CHAPTER 1 (ZONING), REVISING THE CITY'S REGULATIONS FOR MIXED-USE OVERLAY DISTRICT TO UPDATE STANDARDS; TO ALLOW MIXED-USE DEVELOPMENTS CONTAINING FOUR OR FEWER UNITS WITHIN THE DOWNTOWN COMMERCIAL (D-C) ZONE; TO DEFINE A TERM AND A DETERMINATION THAT THE PROJECT IS CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

- j. Second Reading and Adoption of Ordinance No. 857 Amending LMC Title V (Sanitation and Health), Chapter 3 (Integrated Waste Management), Section 5-3.20(e), Permitting the Collection of Delinquent Solid Waste Rates on the Property Tax Rolls

RECOMMENDED ACTION: Adopt the ordinance and find the project categorically exempt from the California Environmental Quality Act (CEQA).

ORDINANCE NO. 857 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOMITA, CALIFORNIA, AMENDING LOMITA MUNICIPAL CODE TITLE V (SANITATION AND HEALTH), CHAPTER 3 (INTEGRATED WASTE MANAGEMENT), SECTION 5-3.20(e), PERMITTING THE COLLECTION OF DELINQUENT SOLID WASTE RATES ON THE PROPERTY TAX ROLLS, AND A DETERMINATION THAT THE PROJECT IS CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

- k. Professional Services Agreement with Fairbank, Maslin, Maullin, Metz & Associates (FM3) to Conduct a Community Survey

RECOMMENDED ACTION: Authorize the City Manager to execute a Professional Services Agreement with Fairbank, Maslin, Maullin, Metz & Associates (FM3) in an amount not to exceed \$40,000.

8. SCHEDULED ITEMS

- a. **DISCUSSION AND CONSIDERATION OF THE SUNSTONE ECONOMIC DEVELOPMENT CHALLENGE AT USC PRICE**

RECOMMENDED ACTION: Receive and file.

Community and Economic Development Director Rindge gave a brief staff report per the agenda materials. She stated that Lomita was chosen as one of the cities to participate in the Sunstone Economic Development Challenge in partnership with the USC City/County Management Fellowship through a grant from Sunstone Management, a private capital firm in Southern California. Participation in this public-private educational partnership incurs no direct cost to the City.

The program, now in its second year, serves as a charitable program designed to help local governments develop and implement strategies to attract and support early-stage startup businesses, raise private capital, and create jobs in their communities.

George Kivett, Lomita resident, spoke in favor of the item.

The recommended action on this item was to receive and file. It was Council consensus to approve the recommended action.

b. DISCUSSION AND CONSIDERATION TO AUTHORIZE THE RELEASE OF A BID PACKAGE FOR THE 247TH STREET AREA WATER MAIN REPLACEMENT PROJECT

RECOMMENDED ACTION: Authorize staff to release the bid package for the 247th Street Area Water Main Replacement Project; and find the project categorically exempt from CEQA.

Director Dillon presented a brief report. She stated that the water mains in this area were built around 1928, which could lead to pipe breakage or leakage. The pipe design had relatively small 4" to 6" pipes and the water mains currently go under private properties. The project is recommended in both the Water Master Plan and approved by Council in the CIP Master Plan. The project will be funded with CalOES funding in the amount of approximately \$1.125M. The proposed new water main will extend from 246th Street beyond the City boundaries, looping within the City of Los Angeles right-of-way and along Western Avenue (which is Caltrans right-of-way), and connecting back to the City of Lomita along 247th Street, 247th Place, 248th Street and Lomita Blvd. This project consists of constructing approximately 3,300 linear feet of 6-inch PVC water pipeline and appurtenances (fire hydrants, valves, services, and fittings). The existing pipeline located in private property will be abandoned. If approved, the project will go to bid between October and December 2023 with an anticipated award date of February 2024 and construction start date of March 2024. Construction duration is estimated at 80 working days.

Council Member Gazley made a motion, seconded by Council Member Segawa, to approve the recommended action.

MOTION CARRIED by the following vote:

AYES: Council Members: Gazeley, Segawa, and Mayor Pro Tem Uphoff
NOES: None
ABSENT: Council Member Waronek and Mayor Waite

9. PUBLIC HEARINGS

None scheduled.

10. ADJOURNMENT

There being no further business to discuss, Mayor Waite adjourned the meeting at 6:19 p.m.

Respectfully submitted,

Kathleen Horn Gregory, MMC, City Clerk
Adopted:

DRAFT

TO: Honorable Mayor and City Council
FROM: Administrative Services Department
DATE: October 3, 2023
SUBJECT: WARRANT REGISTER
PAYROLL REGISTER

| | | |
|-----------------|------------------------|---------------|
| October 3, 2023 | TOTAL WARRANTS ISSUED: | \$750,270.46 |
| | Wires Transfers: | 10954-10961 |
| | Prepay: | 531345-531348 |
| | Check Numbers: | 531349-531427 |

Total Pages of Register: 14

| | | |
|--------------------|-----------------------|--------------|
| September 22, 2023 | TOTAL PAYROLL ISSUED: | \$117,398.51 |
|--------------------|-----------------------|--------------|

I hereby certify that the demands or claims covered by the checks listed on pages 1 to 14 inclusive of the check register are accurate and funds are available for payment thereof:



Susan Kamada
Administrative Services Director



Lomita, CA

Warrant Register

By Vendor Name

Payment Dates 9/20/2023 - 10/3/2023

| Payment Number | Payment Date | Vendor Name | Payable Number | Description (Item) | Amount |
|--|--------------|-----------------------------------|----------------|---|------------------------|
| Vendor: 7228 - #1 All Safe & Secure | | | | | |
| 531349 | 10/03/2023 | #1 All Safe & Secure | 08-2023 | Pre-Employee Live Scan | 20.00 |
| | | | | Vendor 7228 - #1 All Safe & Secure | Total: 20.00 |
| Vendor: 6948 - A1 Lawnmower Shop | | | | | |
| 531350 | 10/03/2023 | A1 Lawnmower Shop | 01134 | Mower Repair | 17.00 |
| 531350 | 10/03/2023 | A1 Lawnmower Shop | 01134 | Oil | 52.92 |
| | | | | Vendor 6948 - A1 Lawnmower Shop | Total: 69.92 |
| Vendor: 7318 - A-A Backflow Testing & Maintenance | | | | | |
| 531351 | 10/03/2023 | A-A Backflow Testing & Main... | 83837 | Backflow Testing | 845.00 |
| | | | | Vendor 7318 - A-A Backflow Testing & Maintenance | Total: 845.00 |
| Vendor: 7114 - ACE Party Rents | | | | | |
| 531352 | 10/03/2023 | ACE Party Rents | 0037703 | Set UP/Take Down Chairs | 60.00 |
| 531352 | 10/03/2023 | ACE Party Rents | 0037703 | Chair, Samsonite White | 150.00 |
| 531352 | 10/03/2023 | ACE Party Rents | 0037703 | Set Up/Take Down Tables | 15.00 |
| 531352 | 10/03/2023 | ACE Party Rents | 0037703 | Round Table 72" | 473.40 |
| 531352 | 10/03/2023 | ACE Party Rents | 0037703 | 132" Round Tablecloth | 330.00 |
| | | | | Vendor 7114 - ACE Party Rents | Total: 1,028.40 |
| Vendor: 7353 - ACE Whatever It Takes | | | | | |
| 531353 | 10/03/2023 | ACE Whatever It Takes | 6066 | Polished Bronze Quick Snap | 5.06 |
| 531353 | 10/03/2023 | ACE Whatever It Takes | 6071 | 27" Steel Round Utility Shovel... | 18.73 |
| 531353 | 10/03/2023 | ACE Whatever It Takes | 6071 | Elbow 90 2" SXS Sch 40 | 5.50 |
| 531353 | 10/03/2023 | ACE Whatever It Takes | 6073 | 5/8" D X 6' L Heavy Duty Fauc... | 16.53 |
| 531353 | 10/03/2023 | ACE Whatever It Takes | 6073 | 12" Aluminum Garden Hand T... | 9.90 |
| 531353 | 10/03/2023 | ACE Whatever It Takes | 6073 | 3/4" Brass Threaded Male Ho... | 8.37 |
| 531353 | 10/03/2023 | ACE Whatever It Takes | 6073 | 3/4" Rubber Non-Threaded F... | 3.30 |
| 531353 | 10/03/2023 | ACE Whatever It Takes | 6074 | Misc. Fasteners | 18.63 |
| 531353 | 10/03/2023 | ACE Whatever It Takes | 6074 | Misc. Fasteners | 6.57 |
| 531353 | 10/03/2023 | ACE Whatever It Takes | 6076 | Couple Qwik Fix 2" HCSPIG | 50.69 |
| 531353 | 10/03/2023 | ACE Whatever It Takes | 6076 | Couple Comp 2" Sch 40 | 17.63 |
| 531353 | 10/03/2023 | ACE Whatever It Takes | 6090 | Gorilla Glue | 9.47 |
| 531353 | 10/03/2023 | ACE Whatever It Takes | 6090 | Super Glue Liquid | 10.57 |
| 531353 | 10/03/2023 | ACE Whatever It Takes | 6091 | Misc. Fasteners | 1.98 |
| 531353 | 10/03/2023 | ACE Whatever It Takes | 6091 | Misc. Fasteners | 3.09 |
| 531353 | 10/03/2023 | ACE Whatever It Takes | 6091 | Misc. Fasteners | 2.38 |
| 531353 | 10/03/2023 | ACE Whatever It Takes | 6091 | Misc. Fasteners | 1.59 |
| | | | | Vendor 7353 - ACE Whatever It Takes | Total: 189.99 |
| Vendor: 0180 - Administrative Services Co-op, Inc. | | | | | |
| 531354 | 10/03/2023 | Administrative Services Co-op,... | 230822 | DAR August 23 | 8,903.48 |
| | | | | Vendor 0180 - Administrative Services Co-op, Inc. Total: | 8,903.48 |
| Vendor: 12207 - AKM Consulting Engineers, Inc. | | | | | |
| 531355 | 10/03/2023 | AKM Consulting Engineers, Inc. | 0012431 | Consulting Sevices for CWPF ... | 2,400.00 |
| | | | | Vendor 12207 - AKM Consulting Engineers, Inc. Total: | 2,400.00 |
| Vendor: 7445 - All City Management Services, Inc. | | | | | |
| 531356 | 10/03/2023 | All City Management Services, .. | 87893 | Crossing Guard Services | 5,203.44 |
| | | | | Vendor 7445 - All City Management Services, Inc. Total: | 5,203.44 |
| Vendor: 4060 - Allianz Life Insurance Co. | | | | | |
| 531357 | 10/03/2023 | Allianz Life Insurance Co. | September 23 | Employee Life Insurance Sept... | 53.00 |
| | | | | Vendor 4060 - Allianz Life Insurance Co. | Total: 53.00 |
| Vendor: 12155 - Amazon Capital Services | | | | | |
| 531358 | 10/03/2023 | Amazon Capital Services | 1GRM-31PQ-J6KC | COVID-19 Rapid Self-Test Kit | 83.04 |
| 531358 | 10/03/2023 | Amazon Capital Services | 1PKV-X4JL-4PFL | 2" High custom Vinyl Lettering,... | 109.59 |

Warrant Register

Payment Dates: 9/20/2023 - 10/3/2023

| Payment Number | Payment Date | Vendor Name | Payable Number | Description (Item) | Amount |
|--|--------------|----------------------------------|----------------|------------------------------------|------------------|
| 531358 | 10/03/2023 | Amazon Capital Services | 1PKV-X4JL-4PFL | High-Gloss Precision Die Cut V... | 8.46 |
| 531358 | 10/03/2023 | Amazon Capital Services | 1X69-J7QR-9RGH | Steel Stanchions w/Extended ... | 1,016.54 |
| Vendor 12155 - Amazon Capital Services Total: | | | | | 1,217.63 |
| Vendor: 7408 - American Fidelity | | | | | |
| 10955 | 09/20/2023 | American Fidelity | D633133 | Employee Life/Accident Insur... | 797.12 |
| 10955 | 09/20/2023 | American Fidelity | D633133 | Employee Life/Accident Insur... | 98.46 |
| 10955 | 09/20/2023 | American Fidelity | D633133 | Employee Life/Accident Insur... | 198.88 |
| 10955 | 09/20/2023 | American Fidelity | D633133 | Employee Life/Accident Insur... | 164.10 |
| 10955 | 09/20/2023 | American Fidelity | D633133 | Employee Life/Accident Insur... | 108.00 |
| 10955 | 09/20/2023 | American Fidelity | D633133 | Employee Life/Accident Insur... | 307.72 |
| 10956 | 10/02/2023 | American Fidelity | 2160094A | Employee Flexible Spending A... | 1,834.29 |
| Vendor 7408 - American Fidelity Total: | | | | | 3,508.57 |
| Vendor: 12257 - Aramsco Inc. | | | | | |
| 531359 | 10/03/2023 | Aramsco Inc. | s6051851.001 | Black Liners B60 X H 36 X 58 | 711.75 |
| 531359 | 10/03/2023 | Aramsco Inc. | s6051851.001 | Nitrile Black Gloves | 460.07 |
| Vendor 12257 - Aramsco Inc. Total: | | | | | 1,171.82 |
| Vendor: 12918 - Athens Services | | | | | |
| 531360 | 10/03/2023 | Athens Services | 14382317 | Street Sweeping April 23 | 10,379.64 |
| 531360 | 10/03/2023 | Athens Services | 14382317 | Street Sweeping April 23 | 1,250.00 |
| 531360 | 10/03/2023 | Athens Services | 14586477 | Street Sweeping May 23 | 10,115.33 |
| 531360 | 10/03/2023 | Athens Services | 14586477 | Street Sweeping May 23 | 1,250.00 |
| 531360 | 10/03/2023 | Athens Services | 14786357 | Street Sweeping June 23 | 10,379.64 |
| 531360 | 10/03/2023 | Athens Services | 14786357 | Street Sweeping June 23 | 1,250.00 |
| 531360 | 10/03/2023 | Athens Services | 15010656 | Street Sweeping July 23 | 10,379.64 |
| 531360 | 10/03/2023 | Athens Services | 15010656 | Street Sweeping July 23 | 1,250.00 |
| 531360 | 10/03/2023 | Athens Services | 15228378 | Street Sweeping August 23 | 10,379.64 |
| 531360 | 10/03/2023 | Athens Services | 15228378 | Street Sweeping August 23 | 1,250.00 |
| Vendor 12918 - Athens Services Total: | | | | | 57,883.89 |
| Vendor: 3334 - Autozone, Inc. | | | | | |
| 531361 | 10/03/2023 | Autozone, Inc. | 2859766042 | 5W-30 Motor Oil | 11.68 |
| 531361 | 10/03/2023 | Autozone, Inc. | 2859766042 | Multi-Purpose Microfiber Tow... | 10.35 |
| 531361 | 10/03/2023 | Autozone, Inc. | 2859766042 | Performance Tool Grease Fitti... | 19.84 |
| 531361 | 10/03/2023 | Autozone, Inc. | 2859766042 | Heavy Duty 30 Motor Oil | 12.94 |
| 531361 | 10/03/2023 | Autozone, Inc. | 2859766171 | Gun Gel Engine Degreaser | 20.70 |
| 531361 | 10/03/2023 | Autozone, Inc. | 2859766171 | Pro Care Foaming Engine Deg... | 14.97 |
| 531361 | 10/03/2023 | Autozone, Inc. | 2859766171 | Gunk Engine Brite Original | 5.55 |
| Vendor 3334 - Autozone, Inc. Total: | | | | | 96.03 |
| Vendor: 0415 - B.D. White Top Soil Co. | | | | | |
| 531362 | 10/03/2023 | B.D. White Top Soil Co. | 89362 | Dirt Mix | 40.79 |
| Vendor 0415 - B.D. White Top Soil Co. Total: | | | | | 40.79 |
| Vendor: 12788 - Bear Demographic & Research LLC | | | | | |
| 531363 | 10/03/2023 | Bear Demographic & Research... | 0023-003 | Redistricting Services January-... | 18,750.00 |
| Vendor 12788 - Bear Demographic & Research LLC Total: | | | | | 18,750.00 |
| Vendor: 7113 - Bee 'N Wasp Nest Removal | | | | | |
| 531364 | 10/03/2023 | Bee 'N Wasp Nest Removal | 957526 | Bees Removal | 125.00 |
| Vendor 7113 - Bee 'N Wasp Nest Removal Total: | | | | | 125.00 |
| Vendor: 3168 - California Banner & Sign Co. | | | | | |
| 531365 | 10/03/2023 | California Banner & Sign Co. | 20258 | Tennis Court Rules Sign- 24" X... | 657.00 |
| Vendor 3168 - California Banner & Sign Co. Total: | | | | | 657.00 |
| Vendor: 7319 - California State Disbursement Unit | | | | | |
| 531366 | 10/03/2023 | California State Disbursement... | 100623 | Employee Garnishment-Pay D... | 230.76 |
| Vendor 7319 - California State Disbursement Unit Total: | | | | | 230.76 |
| Vendor: 12501 - Charter Communications Operating, LLC | | | | | |
| 531367 | 10/03/2023 | Charter Communications Ope... | 0070858092023 | Internet Access September 23 | 409.98 |
| 531367 | 10/03/2023 | Charter Communications Ope... | 0070858092023 | Internet Access September 23 | 409.97 |
| Vendor 12501 - Charter Communications Operating, LLC Total: | | | | | 819.95 |

Warrant Register

Payment Dates: 9/20/2023 - 10/3/2023

| Payment Number | Payment Date | Vendor Name | Payable Number | Description (Item) | Amount |
|---|--------------|------------------------------------|-------------------|---|------------------------|
| Vendor: 4653 - Chinh Nguyen | | | | | |
| 531368 | 10/03/2023 | Chinh Nguyen | 092023 | Reimbursement for Work Boo... | 200.00 |
| 531368 | 10/03/2023 | Chinh Nguyen | 092023 | Reimbursement for Work Pan... | 250.00 |
| | | | | Vendor 4653 - Chinh Nguyen | Total: 450.00 |
| Vendor: 12368 - Chuck Radine | | | | | |
| 531369 | 10/03/2023 | Chuck Radine | 2004214.001 | Refund-Picnic Shelter Deposit... | 40.00 |
| | | | | Vendor 12368 - Chuck Radine Total: | 40.00 |
| Vendor: 12914 - Claire Williams | | | | | |
| 531370 | 10/03/2023 | Claire Williams | 2004205.001 | Refund-Museum Rentals Dep... | 100.00 |
| | | | | Vendor 12914 - Claire Williams Total: | 100.00 |
| Vendor: 4040 - Colonial Insurance Co. | | | | | |
| 10954 | 09/20/2023 | Colonial Insurance Co. | September 23 | Employee Life/Accident Insur... | 474.33 |
| 10954 | 09/20/2023 | Colonial Insurance Co. | September 23 | Employee Life/Accident Insur... | 453.82 |
| 10954 | 09/20/2023 | Colonial Insurance Co. | September 23 | Employee Life/Accident Insur... | 220.87 |
| 10954 | 09/20/2023 | Colonial Insurance Co. | September 23 | Employee Life/Accident Insur... | 80.09 |
| 10954 | 09/20/2023 | Colonial Insurance Co. | September 23 | Employee Life/Accident Insur... | 73.62 |
| 10954 | 09/20/2023 | Colonial Insurance Co. | September 23 | Employee Life/Accident Insur... | 97.04 |
| | | | | Vendor 4040 - Colonial Insurance Co. | Total: 1,399.77 |
| Vendor: 7371 - Corporate Payment Systems | | | | | |
| 531371 | 10/03/2023 | Corporate Payment Systems | R. Smoot 082523 | Annual Conference Lunch-B. ... | 75.00 |
| 531371 | 10/03/2023 | Corporate Payment Systems | R. Smoot 082523 | Board of Director s Meeting-C... | 25.00 |
| 531371 | 10/03/2023 | Corporate Payment Systems | R. Smoot 082523 | Board of Director s Meeting-M.. | 25.00 |
| 531371 | 10/03/2023 | Corporate Payment Systems | R. Smoot 082523 | Board of Director s Meeting-W... | 25.00 |
| 531371 | 10/03/2023 | Corporate Payment Systems | R. Smoot 082523 | Annual Conference Lunch-M.... | 75.00 |
| 531371 | 10/03/2023 | Corporate Payment Systems | R. Smoot 082523 | Hotel-R. Smoot | 995.28 |
| 531371 | 10/03/2023 | Corporate Payment Systems | R. Smoot 082523 | Airfare-R. Smoot | 414.96 |
| 531371 | 10/03/2023 | Corporate Payment Systems | R. Smoot 082523 | League of California Cities Reg... | 700.00 |
| 531371 | 10/03/2023 | Corporate Payment Systems | W. Lawson 0825823 | Property Report | 95.46 |
| 531371 | 10/03/2023 | Corporate Payment Systems | W. Lawson 0825823 | Gas | 59.20 |
| 531371 | 10/03/2023 | Corporate Payment Systems | W. Lawson 0825823 | Gas | 70.00 |
| 531371 | 10/03/2023 | Corporate Payment Systems | W. Lawson 0825823 | Code Enforcement Subscripti... | 25.95 |
| | | | | Vendor 7371 - Corporate Payment Systems | Total: 2,585.85 |
| Vendor: 6757 - Dataprose, Inc. | | | | | |
| 531372 | 10/03/2023 | Dataprose, Inc. | 3P75379 | Customer Notification Inserts | 317.20 |
| | | | | Vendor 6757 - Dataprose, Inc. | Total: 317.20 |
| Vendor: 12704 - David Evans & Associates, Inc. | | | | | |
| 531373 | 10/03/2023 | David Evans & Associates, Inc. | 540203 | Engineering Design Services-N... | 5,193.75 |
| 531373 | 10/03/2023 | David Evans & Associates, Inc. | 540203 | Engineering Design Services-N... | 5,193.75 |
| 531373 | 10/03/2023 | David Evans & Associates, Inc. | 540203 | Engineering Design Services-N... | 15,687.10 |
| 531373 | 10/03/2023 | David Evans & Associates, Inc. | 541953 | Engineering Design Services-N... | 619.75 |
| 531373 | 10/03/2023 | David Evans & Associates, Inc. | 541953 | Engineering Design Services-N... | 619.75 |
| | | | | Vendor 12704 - David Evans & Associates, Inc. Total: | 27,314.10 |
| Vendor: 12695 - Dennis Jeremica | | | | | |
| 531374 | 10/03/2023 | Dennis Jeremica | 2004215.001 | Refund-Picnic Shelter Deposit... | 40.00 |
| | | | | Vendor 12695 - Dennis Jeremica Total: | 40.00 |
| Vendor: 1075 - Department of Justice | | | | | |
| 531375 | 10/03/2023 | Department of Justice | 679966 | Live Scan August 23 | 32.00 |
| | | | | Vendor 1075 - Department of Justice | Total: 32.00 |
| Vendor: 12913 - Diana Castro | | | | | |
| 531376 | 10/03/2023 | Diana Castro | 2004203.001 | Refund-Tom Rico Center Depo... | 200.00 |
| | | | | Vendor 12913 - Diana Castro Total: | 200.00 |
| Vendor: 12915 - Disability Access Consultants LLC | | | | | |
| 531377 | 10/03/2023 | Disability Access Consultants L... | 23-173 | DACTrack Subscription June 2... | 2,000.00 |
| | | | | Vendor 12915 - Disability Access Consultants LLC Total: | 2,000.00 |

Warrant Register

Payment Dates: 9/20/2023 - 10/3/2023

| Payment Number | Payment Date | Vendor Name | Payable Number | Description (Item) | Amount | |
|---|--------------|----------------------------|----------------|------------------------------------|---|------------------|
| Vendor: 12356 - Ebony Russell | | | | | | |
| 531378 | 10/03/2023 | Ebony Russell | 2004173.001 | Refund-Picnic Shelter Deposit... | 40.00 | |
| | | | | | Vendor 12356 - Ebony Russell Total: | 40.00 |
| Vendor: 12917 - Element Outdoor Living | | | | | | |
| 531379 | 10/03/2023 | Element Outdoor Living | ARPA 2023 | Job Creation Program-ARPA | 10,000.00 | |
| | | | | | Vendor 12917 - Element Outdoor Living Total: | 10,000.00 |
| Vendor: 2095 - Ewing Irrigation Products | | | | | | |
| 531380 | 10/03/2023 | Ewing Irrigation Products | 20574276 | Nitrile Glove | 23.07 | |
| 531380 | 10/03/2023 | Ewing Irrigation Products | 20574276 | 2 PVC 90 Ell | 14.95 | |
| | | | | | Vendor 2095 - Ewing Irrigation Products Total: | 38.02 |
| Vendor: 7116 - Ferguson Waterworks #1083 | | | | | | |
| 531381 | 10/03/2023 | Ferguson Waterworks #1083 | 0011485 | Meter Register 1 T10 V4 R900I... | 161.41 | |
| 531381 | 10/03/2023 | Ferguson Waterworks #1083 | 0011485 | Meter Register 3/4 T10 V4 R9... | 322.81 | |
| 531381 | 10/03/2023 | Ferguson Waterworks #1083 | 0011485 | Meter Register 3/4 T10 V4 R9... | 349.01 | |
| 531381 | 10/03/2023 | Ferguson Waterworks #1083 | 0011485 | Meter Register 1 T10 V4 R900I... | 188.31 | |
| | | | | | Vendor 7116 - Ferguson Waterworks #1083 Total: | 1,021.54 |
| Vendor: 12238 - George Soares | | | | | | |
| 531382 | 10/03/2023 | George Soares | 092523 | Reimbursement for Work Boo... | 152.91 | |
| | | | | | Vendor 12238 - George Soares Total: | 152.91 |
| Vendor: 12282 - Haag Networking LLC | | | | | | |
| 531383 | 10/03/2023 | Haag Networking LLC | 5017 | CAT6 Cable Installation-Labor | 465.00 | |
| 531383 | 10/03/2023 | Haag Networking LLC | 5017 | Box of CAT6 Cable | 132.30 | |
| 531383 | 10/03/2023 | Haag Networking LLC | 5017 | 20 ft of 1 Inch Conduit | 66.15 | |
| | | | | | Vendor 12282 - Haag Networking LLC Total: | 663.45 |
| Vendor: 12921 - Hi Fi Preschool | | | | | | |
| 531384 | 10/03/2023 | Hi Fi Preschool | ARPA 2023 | Facade Improvement Program... | 13,000.00 | |
| | | | | | Vendor 12921 - Hi Fi Preschool Total: | 13,000.00 |
| Vendor: 3052 - Home Depot Credit Services | | | | | | |
| 531385 | 10/03/2023 | Home Depot Credit Services | 4100757 | Hand Soap | 11.00 | |
| 531385 | 10/03/2023 | Home Depot Credit Services | 4100757 | 121 oz Bleach Concentrate | 14.29 | |
| 531385 | 10/03/2023 | Home Depot Credit Services | 4100757 | Multi-Purpose Cleaner Concen... | 22.01 | |
| 531385 | 10/03/2023 | Home Depot Credit Services | 4100757 | 144 oz Pine All Purpose Multi... | 67.55 | |
| 531385 | 10/03/2023 | Home Depot Credit Services | 7014865 | 4" Cushion Grip Adjustable W... | 13.20 | |
| 531385 | 10/03/2023 | Home Depot Credit Services | 7014865 | 3/8" Stainless Steel Quick Link | 31.91 | |
| 531385 | 10/03/2023 | Home Depot Credit Services | 7014865 | Outdoor Padlock with Key 4-Pk | 87.85 | |
| 531385 | 10/03/2023 | Home Depot Credit Services | 8512453 | 5/16" x 2-1/2" Plated Steel He... | 11.05 | |
| 531385 | 10/03/2023 | Home Depot Credit Services | 8512453 | Plastic Toilet Seat | 33.08 | |
| 531385 | 10/03/2023 | Home Depot Credit Services | 8512453 | Plated Phillips Pan Head Sheet... | 12.65 | |
| 531385 | 10/03/2023 | Home Depot Credit Services | 8512453 | 1/4" x 3-1/8"Plated Steel Flat ... | 4.78 | |
| 531385 | 10/03/2023 | Home Depot Credit Services | 8512453 | 20 ft. 16/3 Retractable Extens... | 38.65 | |
| | | | | | Vendor 3052 - Home Depot Credit Services Total: | 348.02 |
| Vendor: 3037 - ICON | | | | | | |
| 531386 | 10/03/2023 | ICON | 13848 | Shark Gilders | 15.19 | |
| 531386 | 10/03/2023 | ICON | 13848 | Animal Print Glasses | 26.39 | |
| 531386 | 10/03/2023 | ICON | 13848 | Heart Popper | 55.13 | |
| | | | | | Vendor 3037 - ICON Total: | 96.71 |
| Vendor: 12505 - Integrated Media Systems | | | | | | |
| 531387 | 10/03/2023 | Integrated Media Systems | 46986 | DSC 3G-3GA Scaler w/Audio ... | 2,150.78 | |
| 531387 | 10/03/2023 | Integrated Media Systems | 46987 | AT&T Transmission Installation | 1,295.00 | |
| | | | | | Vendor 12505 - Integrated Media Systems Total: | 3,445.78 |
| Vendor: 12069 - Joe A. Gonsalves & Son | | | | | | |
| 531388 | 10/03/2023 | Joe A. Gonsalves & Son | 161047 | Consulting Services September... | 3,000.00 | |
| | | | | | Vendor 12069 - Joe A. Gonsalves & Son Total: | 3,000.00 |
| Vendor: 12596 - Jorge Calderon | | | | | | |
| 531389 | 10/03/2023 | Jorge Calderon | 091223 | Reimbursement for Work Pan... | 250.00 | |

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| Payment Number | Payment Date | Vendor Name | Payable Number | Description (Item) | Amount |
|---|--------------|------------------------------------|-------------------|---|-------------------|
| 531389 | 10/03/2023 | Jorge Calderon | 091923 | Wellness Reimbursement | 150.00 |
| | | | | Vendor 12596 - Jorge Calderon Total: | 400.00 |
| Vendor: 4528 - Joseph Vida | | | | | |
| 531390 | 10/03/2023 | Joseph Vida | 091823 | Mileage Reimbursement | 131.00 |
| | | | | Vendor 4528 - Joseph Vida Total: | 131.00 |
| Vendor: 12910 - Josh Whalen | | | | | |
| 531391 | 10/03/2023 | Josh Whalen | 2004199.001 | Refund-Picnic Shelter Deposit... | 40.00 |
| | | | | Vendor 12910 - Josh Whalen Total: | 40.00 |
| Vendor: 12783 - Katy Turnbaugh | | | | | |
| 531392 | 10/03/2023 | Katy Turnbaugh | 2004115.001 | Refund - STEM FUNDamentals... | 140.00 |
| | | | | Vendor 12783 - Katy Turnbaugh Total: | 140.00 |
| Vendor: 12732 - Kevin Wong | | | | | |
| 531393 | 10/03/2023 | Kevin Wong | 2004201.001 | Refund-Picnic Shelter Deposit... | 40.00 |
| | | | | Vendor 12732 - Kevin Wong Total: | 40.00 |
| Vendor: 3507 - L&B Pipe and Supply Co. | | | | | |
| 531394 | 10/03/2023 | L&B Pipe and Supply Co. | S116387315.001 | Brass Craft 3/8-1 X 1/4 NDL V... | 35.26 |
| 531394 | 10/03/2023 | L&B Pipe and Supply Co. | S116387315.001 | 8 X 3/4 10T Bi-Metal Receipt S... | 29.60 |
| 531394 | 10/03/2023 | L&B Pipe and Supply Co. | S116387315.001 | 6 X 3/4 14T Bi-Metal Recip Sa... | 23.21 |
| | | | | Vendor 3507 - L&B Pipe and Supply Co. Total: | 88.07 |
| Vendor: 3130 - L.A. County Department of Animal Care & Control | | | | | |
| 531395 | 10/03/2023 | L.A. County Department of An... | August 23 | Animal Housing August 23 | -710.00 |
| 531395 | 10/03/2023 | L.A. County Department of An... | August 23 | Animal Housing August 23 | 4,080.50 |
| | | | | Vendor 3130 - L.A. County Department of Animal Care & Control Total: | 3,370.50 |
| Vendor: 3187 - L.A. County Department of Public Works | | | | | |
| 531396 | 10/03/2023 | L.A. County Department of Pu... | RE-PW-23091101141 | Industrial Waste July-August 23 | 3,590.72 |
| 531396 | 10/03/2023 | L.A. County Department of Pu... | RE-PW-23091101261 | Kits Monitoring & Reports July... | 143.32 |
| | | | | Vendor 3187 - L.A. County Department of Public Works Total: | 3,734.04 |
| Vendor: 3048 - L.A. County Sheriff's Department | | | | | |
| 531397 | 10/03/2023 | L.A. County Sheriff's Departm... | 240333EC | August 23 | 312,625.16 |
| 531397 | 10/03/2023 | L.A. County Sheriff's Departm... | 240333EC | August 23 | 18,883.78 |
| 531397 | 10/03/2023 | L.A. County Sheriff's Departm... | 240333EC | August 23 | 39,681.07 |
| 531397 | 10/03/2023 | L.A. County Sheriff's Departm... | 240398EC | Traffic Enforcement August 23 | 1,709.93 |
| | | | | Vendor 3048 - L.A. County Sheriff's Department Total: | 372,899.94 |
| Vendor: 4659 - Laura MacMorran | | | | | |
| 531398 | 10/03/2023 | Laura MacMorran | 091923 | Reimbursement for APA Confe... | 505.16 |
| | | | | Vendor 4659 - Laura MacMorran Total: | 505.16 |
| Vendor: 12247 - LegalShield | | | | | |
| 531399 | 10/03/2023 | LegalShield | September 23 | Employee Legal Insurance Be... | 88.45 |
| | | | | Vendor 12247 - LegalShield Total: | 88.45 |
| Vendor: 3652 - Leticia Moreno-Paz | | | | | |
| 531400 | 10/03/2023 | Leticia Moreno-Paz | 091223 | Wellness Reimbursement | 150.00 |
| | | | | Vendor 3652 - Leticia Moreno-Paz Total: | 150.00 |
| Vendor: 6442 - Lincoln National Life Insurance Co. | | | | | |
| 10957 | 10/02/2023 | Lincoln National Life Insurance... | 4598704208 | Employee Life/STD/LTD Insur... | 34.84 |
| 10957 | 10/02/2023 | Lincoln National Life Insurance... | 4598704208 | Employee Life/STD/LTD Insur... | 219.80 |
| 10957 | 10/02/2023 | Lincoln National Life Insurance... | 4598704208 | Employee Life/STD/LTD Insur... | 109.05 |
| 10957 | 10/02/2023 | Lincoln National Life Insurance... | 4598704208 | Employee Life/STD/LTD Insur... | 21.84 |
| 10957 | 10/02/2023 | Lincoln National Life Insurance... | 4598704208 | Employee Life/STD/LTD Insur... | 98.03 |
| 10957 | 10/02/2023 | Lincoln National Life Insurance... | 4598704208 | Employee Life/STD/LTD Insur... | 18.20 |
| 10957 | 10/02/2023 | Lincoln National Life Insurance... | 4598704208 | Employee Life/STD/LTD Insur... | 27.25 |
| 10957 | 10/02/2023 | Lincoln National Life Insurance... | 4598704208 | Employee Life/STD/LTD Insur... | 5.20 |
| 10957 | 10/02/2023 | Lincoln National Life Insurance... | 4598704208 | Employee Life/STD/LTD Insur... | 5.20 |
| 10957 | 10/02/2023 | Lincoln National Life Insurance... | 4598704208 | Employee Life/STD/LTD Insur... | 29.86 |
| 10957 | 10/02/2023 | Lincoln National Life Insurance... | 4598704208 | Employee Life/STD/LTD Insur... | 46.80 |
| 10957 | 10/02/2023 | Lincoln National Life Insurance... | 4598704208 | Employee Life/STD/LTD Insur... | 244.54 |
| 10957 | 10/02/2023 | Lincoln National Life Insurance... | 4598704208 | Employee Life/STD/LTD Insur... | 5.72 |

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Payment Dates: 9/20/2023 - 10/3/2023

| Payment Number | Payment Date | Vendor Name | Payable Number | Description (Item) | Amount | |
|----------------|--------------|-----------------------------------|----------------|--|---------------|-----------------|
| 10957 | 10/02/2023 | Lincoln National Life Insurance.. | 4598704208 | Employee Life/STD/LTD Insur... | 24.86 | |
| 10957 | 10/02/2023 | Lincoln National Life Insurance.. | 4598704208 | Employee Life/STD/LTD Insur... | 87.54 | |
| 10957 | 10/02/2023 | Lincoln National Life Insurance.. | 4598704208 | Employee Life/STD/LTD Insur... | 20.28 | |
| 10957 | 10/02/2023 | Lincoln National Life Insurance.. | 4598704208 | Employee Life/STD/LTD Insur... | 168.65 | |
| 10957 | 10/02/2023 | Lincoln National Life Insurance.. | 4598704208 | Employee Life/STD/LTD Insur... | 41.60 | |
| 10957 | 10/02/2023 | Lincoln National Life Insurance.. | 4598704208 | Employee Life/STD/LTD Insur... | 39.52 | |
| 10957 | 10/02/2023 | Lincoln National Life Insurance.. | 4598704208 | Employee Life/STD/LTD Insur... | 194.61 | |
| 10957 | 10/02/2023 | Lincoln National Life Insurance.. | 4598704208 | Employee Life/STD/LTD Insur... | 54.60 | |
| 10957 | 10/02/2023 | Lincoln National Life Insurance.. | 4598704208 | Employee Life/STD/LTD Insur... | 163.63 | |
| 10957 | 10/02/2023 | Lincoln National Life Insurance.. | 4598704208 | Employee Life/STD/LTD Insur... | 67.32 | |
| 10957 | 10/02/2023 | Lincoln National Life Insurance.. | 4598704208 | Employee Life/STD/LTD Insur... | 20.80 | |
| 10957 | 10/02/2023 | Lincoln National Life Insurance.. | 4598704208 | Employee Life/STD/LTD Insur... | 3.12 | |
| 10957 | 10/02/2023 | Lincoln National Life Insurance.. | 4598704208 | Employee Life/STD/LTD Insur... | 13.55 | |
| 10957 | 10/02/2023 | Lincoln National Life Insurance.. | 4598704208 | Employee Life/STD/LTD Insur... | 2.08 | |
| 10957 | 10/02/2023 | Lincoln National Life Insurance.. | 4598704208 | Employee Life/STD/LTD Insur... | 8.64 | |
| 10957 | 10/02/2023 | Lincoln National Life Insurance.. | 4598704208 | Employee Life/STD/LTD Insur... | 50.81 | |
| 10957 | 10/02/2023 | Lincoln National Life Insurance.. | 4598704208 | Employee Life/STD/LTD Insur... | 6.76 | |
| 10957 | 10/02/2023 | Lincoln National Life Insurance.. | 4598704208 | Employee Life/STD/LTD Insur... | 30.65 | |
| 10957 | 10/02/2023 | Lincoln National Life Insurance.. | 4598704208 | Employee Life/STD/LTD Insur... | 6.24 | |
| 10957 | 10/02/2023 | Lincoln National Life Insurance.. | 4598704208 | Employee Life/STD/LTD Insur... | 116.74 | |
| 10957 | 10/02/2023 | Lincoln National Life Insurance.. | 4598704208 | Employee Life/STD/LTD Insur... | 23.40 | |
| 10957 | 10/02/2023 | Lincoln National Life Insurance.. | 4598704208 | Employee Life/STD/LTD Insur... | 29.16 | |
| 10957 | 10/02/2023 | Lincoln National Life Insurance.. | 4598704208 | Employee Life/STD/LTD Insur... | 5.20 | |
| 10957 | 10/02/2023 | Lincoln National Life Insurance.. | 4598704208 | Employee Life/STD/LTD Insur... | 406.49 | |
| 10957 | 10/02/2023 | Lincoln National Life Insurance.. | 4598704208 | Employee Life/STD/LTD Insur... | 96.20 | |
| | | | | Vendor 6442 - Lincoln National Life Insurance Co. | Total: | 2,548.78 |

Vendor: 6020 - Mark Waronek

| | | | | | | |
|--------|------------|--------------|--------|-----------------------------------|---------------|-----------------|
| 531401 | 10/03/2023 | Mark Waronek | 092523 | Reimbursement for CCCA Fall ... | 2,082.54 | |
| | | | | Vendor 6020 - Mark Waronek | Total: | 2,082.54 |

Vendor: 3085 - Mark's Lock & Safe, Inc.

| | | | | | | |
|--------|------------|--------------------------|------------|---|---------------|-----------------|
| 531402 | 10/03/2023 | Mark's Lock & Safe, Inc. | 0000036622 | Troubleshoot & Repaired Entra... | 1,155.00 | |
| 531402 | 10/03/2023 | Mark's Lock & Safe, Inc. | 0000036680 | Exterior Double Doors Installat.. | 1,050.00 | |
| 531402 | 10/03/2023 | Mark's Lock & Safe, Inc. | 0000036680 | Exterior Double Doors | 3,715.43 | |
| | | | | Vendor 3085 - Mark's Lock & Safe, Inc. | Total: | 5,920.43 |

Vendor: 7203 - Mirage Carwash

| | | | | | |
|--------|------------|----------------|------|--|--------------|
| 531403 | 10/03/2023 | Mirage Carwash | 2150 | Car Wash | 65.17 |
| | | | | Vendor 7203 - Mirage Carwash Total: | 65.17 |

Vendor: 3217 - MissionSquare Retirement

| | | | | | |
|-------|------------|--------------------------|----------|--|------------------|
| 10960 | 09/21/2023 | MissionSquare Retirement | PD091523 | Deferred Compensation Pay D... | 11,602.77 |
| 10960 | 09/21/2023 | MissionSquare Retirement | PD091523 | Deferred Compensation Pay D... | 365.26 |
| 10960 | 09/21/2023 | MissionSquare Retirement | PD091523 | Deferred Compensation Pay D... | 330.87 |
| 10960 | 09/21/2023 | MissionSquare Retirement | PD091523 | Deferred Compensation Pay D... | 34.95 |
| 10960 | 09/21/2023 | MissionSquare Retirement | PD091523 | Deferred Compensation Pay D... | 157.29 |
| 10960 | 09/21/2023 | MissionSquare Retirement | PD091523 | Deferred Compensation Pay D... | 362.77 |
| 10960 | 09/21/2023 | MissionSquare Retirement | PD091523 | Deferred Compensation Pay D... | 117.87 |
| 10960 | 09/21/2023 | MissionSquare Retirement | PD091523 | Deferred Compensation Pay D... | 269.50 |
| 10960 | 09/21/2023 | MissionSquare Retirement | PD091523 | Deferred Compensation Pay D... | 257.10 |
| 10960 | 09/21/2023 | MissionSquare Retirement | PD091523 | Deferred Compensation Pay D... | 238.20 |
| 10960 | 09/21/2023 | MissionSquare Retirement | PD091523 | Deferred Compensation Pay D... | 292.36 |
| 10960 | 09/21/2023 | MissionSquare Retirement | PD091523 | Deferred Compensation Pay D... | 234.78 |
| 10960 | 09/21/2023 | MissionSquare Retirement | PD091523 | Deferred Compensation Pay D... | 29.14 |
| 10960 | 09/21/2023 | MissionSquare Retirement | PD091523 | Deferred Compensation Pay D... | 15.19 |
| 10960 | 09/21/2023 | MissionSquare Retirement | PD091523 | Deferred Compensation Pay D... | 12.71 |
| 10960 | 09/21/2023 | MissionSquare Retirement | PD091523 | Deferred Compensation Pay D... | 90.00 |
| 10960 | 09/21/2023 | MissionSquare Retirement | PD091523 | Deferred Compensation Pay D... | 113.28 |
| 10960 | 09/21/2023 | MissionSquare Retirement | PD091523 | Deferred Compensation Pay D... | 157.29 |
| 10960 | 09/21/2023 | MissionSquare Retirement | PD091523 | Deferred Compensation Pay D... | 1,058.33 |
| | | | | Vendor 3217 - MissionSquare Retirement Total: | 15,739.66 |

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| Payment Number | Payment Date | Vendor Name | Payable Number | Description (Item) | Amount |
|---|--------------|----------------------------------|----------------|-------------------------------------|-----------------|
| Vendor: 12909 - Monica Gonzales | | | | | |
| 531404 | 10/03/2023 | Monica Gonzales | 2004198.001 | Refund-Picnic Shelter Deposit... | 75.00 |
| Vendor 12909 - Monica Gonzales Total: | | | | | 75.00 |
| Vendor: 12912 - Monique McCartney | | | | | |
| 531405 | 10/03/2023 | Monique McCartney | 2004202.001 | Refund-Picnic Shelter Deposit... | 40.00 |
| Vendor 12912 - Monique McCartney Total: | | | | | 40.00 |
| Vendor: 7465 - MSW Consultants, Inc. | | | | | |
| 531406 | 10/03/2023 | MSW Consultants, Inc. | 671 | Consulting Services-SB 1383 | 877.50 |
| Vendor 7465 - MSW Consultants, Inc. Total: | | | | | 877.50 |
| Vendor: 7496 - Numa Networks | | | | | |
| 531407 | 10/03/2023 | Numa Networks | 35133 | Setup New Computer-S. Samp... | 243.75 |
| Vendor 7496 - Numa Networks Total: | | | | | 243.75 |
| Vendor: 12004 - Occupational Health Centers of CA, A Medical Grp | | | | | |
| 531408 | 10/03/2023 | Occupational Health Centers o... | 324648062 | Pre-Employee Physical Exam | 113.00 |
| Vendor 12004 - Occupational Health Centers of CA, A Medical Grp Total: | | | | | 113.00 |
| Vendor: 6594 - Office Depot Business Solutions, LLC | | | | | |
| 531409 | 10/03/2023 | Office Depot Business Solutio... | 328046106001 | Writing Pads, 5" x 8" | 8.45 |
| 531409 | 10/03/2023 | Office Depot Business Solutio... | 328046106001 | File Folders, 1/3 Cut, Letter Si... | 14.21 |
| 531409 | 10/03/2023 | Office Depot Business Solutio... | 328046106001 | Writing Pads, 8-1/2" x 11-3/4"... | 16.80 |
| 531409 | 10/03/2023 | Office Depot Business Solutio... | 328046106001 | Green Tea 28-Box | 5.45 |
| 531409 | 10/03/2023 | Office Depot Business Solutio... | 328046106001 | File Folders, 1/3 Cut, Letter 10... | 14.45 |
| 531409 | 10/03/2023 | Office Depot Business Solutio... | 330222089001 | Toner, Brother, TN431Y | 89.29 |
| 531409 | 10/03/2023 | Office Depot Business Solutio... | 330222089001 | Toner, Brother, TN43 Magenta | 89.29 |
| 531409 | 10/03/2023 | Office Depot Business Solutio... | 330222089001 | Creamer | 7.76 |
| Vendor 6594 - Office Depot Business Solutions, LLC Total: | | | | | 245.70 |
| Vendor: 7143 - Onward Engineering | | | | | |
| 531410 | 10/03/2023 | Onward Engineering | 7101 | Engineering Design-247th Str... | 6,166.75 |
| Vendor 7143 - Onward Engineering Total: | | | | | 6,166.75 |
| Vendor: 4105 - Pacific Western Bank | | | | | |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 15,854.14 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 2,247.89 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 9.46 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 267.11 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 101.55 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 118.05 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 29.47 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 29.25 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 21.30 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 224.87 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 7.19 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 91.27 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 10.67 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 113.47 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 21.19 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 90.59 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 85.26 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 86.30 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 11.61 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 127.35 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 23.29 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 69.72 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 10.09 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 12.84 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 4.05 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 1.11 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 81.15 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 29.41 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 123.11 |

Warrant Register

Payment Dates: 9/20/2023 - 10/3/2023

| Payment Number | Payment Date | Vendor Name | Payable Number | Description (Item) | Amount |
|---|--------------|----------------------|----------------|---------------------------------|------------------|
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 29.93 |
| 10958 | 09/21/2023 | Pacific Western Bank | PE091523 | Federal & Medicare Taxes-Pay... | 449.34 |
| 10959 | 09/21/2023 | Pacific Western Bank | PE091523A | State Tax Withholdings-Pay E... | 6,124.47 |
| Vendor 4105 - Pacific Western Bank | | | | Total: | 26,506.50 |

Vendor: 12916 - Partytime Ice

| | | | | | |
|--|------------|---------------|-------|------------------------------|-----------------|
| 531411 | 10/03/2023 | Partytime Ice | 81986 | Snow for Tree Lighting Event | 3,200.00 |
| 531411 | 10/03/2023 | Partytime Ice | 81987 | Snow for Tree Lighting Event | 3,700.00 |
| Vendor 12916 - Partytime Ice Total: | | | | Total: | 6,900.00 |

Vendor: 3705 - Pollard Water

| | | | | | |
|------------------------------------|------------|---------------|----------|---------------|--------------|
| 531412 | 10/03/2023 | Pollard Water | WP046251 | Rubber Washer | 30.81 |
| 531412 | 10/03/2023 | Pollard Water | WP046256 | Rubber Washer | 22.05 |
| Vendor 3705 - Pollard Water | | | | Total: | 52.86 |

Vendor: 4090 - Public Employee Retirement System

| | | | | | |
|--|------------|---------------------------------|----------|---------------------------------|------------------|
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 12,273.93 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 26.56 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 831.93 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 963.19 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 319.72 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 179.32 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 234.71 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 276.88 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 268.12 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 581.70 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 139.02 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 159.22 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 1,308.53 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 379.72 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 171.51 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 156.06 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 330.14 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 372.99 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 973.11 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 319.95 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 544.19 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 198.63 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 330.69 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 440.51 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 145.27 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 354.54 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 94.38 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 33.53 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 18.46 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 22.07 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 2.95 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 146.81 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 321.07 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 40.90 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 67.06 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 73.84 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 89.38 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 539.82 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 231.75 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 159.23 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 845.81 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 1,187.52 |
| 10961 | 09/27/2023 | Public Employee Retirement S... | PE091523 | Retirement Contributions-Pay... | 1,006.12 |
| Vendor 4090 - Public Employee Retirement System | | | | Total: | 27,160.84 |

Warrant Register

Payment Dates: 9/20/2023 - 10/3/2023

| Payment Number | Payment Date | Vendor Name | Payable Number | Description (Item) | Amount |
|--|--------------|--------------------------------|---------------------|----------------------------------|-------------------------|
| Vendor: 12911 - Robert Dishman | | | | | |
| 531413 | 10/03/2023 | Robert Dishman | 2004200.001 | Refund-Picnic Shelter Deposit... | 40.00 |
| Vendor 12911 - Robert Dishman Total: | | | | | 40.00 |
| Vendor: 4630 - Sean Ritchie | | | | | |
| 531414 | 10/03/2023 | Sean Ritchie | 082823 | Wellness Reimbursement | 150.00 |
| Vendor 4630 - Sean Ritchie | | | | | Total: 150.00 |
| Vendor: 7394 - Sharmone P. La Rose | | | | | |
| 531415 | 10/03/2023 | Sharmone P. La Rose | 092023 | Gentle Yoga Class Instructor | 882.70 |
| Vendor 7394 - Sharmone P. La Rose | | | | | Total: 882.70 |
| Vendor: 7188 - Sharp Business Systems | | | | | |
| 531416 | 10/03/2023 | Sharp Business Systems | 9004509973 | MXC304W Copier Usage 6/23... | 221.89 |
| Vendor 7188 - Sharp Business Systems | | | | | Total: 221.89 |
| Vendor: 7233 - Siteone Landscape Supply, LLC | | | | | |
| 531417 | 10/03/2023 | Siteone Landscape Supply, LLC | 134449459-001 | Ultra Max Suction Pump 36" X... | 67.90 |
| 531417 | 10/03/2023 | Siteone Landscape Supply, LLC | 134449872-001 | Handheld Sprayer 1 Gal | 54.99 |
| Vendor 7233 - Siteone Landscape Supply, LLC | | | | | Total: 122.89 |
| Vendor: 5050 - Southern California Edison Co. | | | | | |
| 531347 | 09/27/2023 | Southern California Edison Co. | 700012123226-092023 | Landscape Maint. District #1 | 15.62 |
| 531347 | 09/27/2023 | Southern California Edison Co. | 700037130331-091523 | City Hall | 10,297.34 |
| 531347 | 09/27/2023 | Southern California Edison Co. | 700154659268-091323 | Traffic Signals | 35.79 |
| 531347 | 09/27/2023 | Southern California Edison Co. | 700315053620-091523 | Lomita Park | 14.61 |
| 531347 | 09/27/2023 | Southern California Edison Co. | 700480902095-092023 | Narbonne Pedestrian Crosswa... | 150.65 |
| Vendor 5050 - Southern California Edison Co. | | | | | Total: 10,514.01 |
| Vendor: 6393 - Sully-Miller Contracting Co. | | | | | |
| 531418 | 10/03/2023 | Sully-Miller Contracting Co. | 3352562 | Asphalt | 279.74 |
| Vendor 6393 - Sully-Miller Contracting Co. | | | | | Total: 279.74 |
| Vendor: 3956 - Ted's Plumbing Service Inc. | | | | | |
| 531419 | 10/03/2023 | Ted's Plumbing Service Inc. | 38161 | Remove & Install Sink Faucets... | 1,637.00 |
| 531419 | 10/03/2023 | Ted's Plumbing Service Inc. | 38161 | Kohler Caxton Undermount La... | 242.20 |
| Vendor 3956 - Ted's Plumbing Service Inc. | | | | | Total: 1,879.20 |
| Vendor: 7451 - TPX Communications | | | | | |
| 531348 | 09/27/2023 | TPX Communications | 174305451-0 | Internet & Phone Services Sep... | 964.38 |
| 531348 | 09/27/2023 | TPX Communications | 174305451-0 | Internet & Phone Services Sep... | 964.38 |
| Vendor 7451 - TPX Communications Total: | | | | | 1,928.76 |
| Vendor: 3991 - Trench Shoring Co. | | | | | |
| 531420 | 10/03/2023 | Trench Shoring Co. | RI20322020 | Trench Top-Delivery & Pickup | 417.00 |
| 531420 | 10/03/2023 | Trench Shoring Co. | RI20322020 | Trench Top 8' X 12' | 285.00 |
| 531420 | 10/03/2023 | Trench Shoring Co. | RI20331952 | Trench Top-Delivery & Pickup | 417.00 |
| 531420 | 10/03/2023 | Trench Shoring Co. | RI20331952 | Trench Top 8' X 12' | 342.00 |
| Vendor 3991 - Trench Shoring Co. | | | | | Total: 1,461.00 |
| Vendor: 9100 - Tripepi Smith and Associates | | | | | |
| 531421 | 10/03/2023 | Tripepi Smith and Associates | 10823 | Ad Hoc | 660.59 |
| 531421 | 10/03/2023 | Tripepi Smith and Associates | 10823 | Ad Hoc | 660.58 |
| 531421 | 10/03/2023 | Tripepi Smith and Associates | 1890 | Citywide Communication & E... | 2,832.08 |
| 531421 | 10/03/2023 | Tripepi Smith and Associates | 1890 | Citywide Communication & E... | 2,832.09 |
| Vendor 9100 - Tripepi Smith and Associates | | | | | Total: 6,985.34 |
| Vendor: 6695 - Tyler Technologies Inc. | | | | | |
| 531422 | 10/03/2023 | Tyler Technologies Inc. | 025-438565 | Financial Annual Subscription | 37,934.47 |
| 531422 | 10/03/2023 | Tyler Technologies Inc. | 025-438565 | Financial Annual Subscription | 37,934.48 |
| Vendor 6695 - Tyler Technologies Inc. | | | | | Total: 75,868.95 |
| Vendor: 6477 - Verizon Wireless Government Mkts | | | | | |
| 531423 | 10/03/2023 | Verizon Wireless Government... | 9944475987 | City Council | 98.78 |
| 531423 | 10/03/2023 | Verizon Wireless Government... | 9944475987 | City Manager | 49.64 |
| 531423 | 10/03/2023 | Verizon Wireless Government... | 9944475987 | Emergency (Mifi 1) | 19.74 |
| 531423 | 10/03/2023 | Verizon Wireless Government... | 9944475987 | Community & Economic Deve... | 127.08 |
| 531423 | 10/03/2023 | Verizon Wireless Government... | 9944475987 | Facilities | 52.09 |

Warrant Register

Payment Dates: 9/20/2023 - 10/3/2023

| Payment Number | Payment Date | Vendor Name | Payable Number | Description (Item) | Amount |
|--|--------------|----------------------------------|----------------|----------------------------------|------------------------|
| 531423 | 10/03/2023 | Verizon Wireless Government... | 9944475987 | Recreation | 97.89 |
| 531423 | 10/03/2023 | Verizon Wireless Government... | 9944475987 | Park | 39.07 |
| 531423 | 10/03/2023 | Verizon Wireless Government... | 9944475987 | Public Work-Street | 85.21 |
| 531423 | 10/03/2023 | Verizon Wireless Government... | 9944475987 | Water | 223.21 |
| Vendor 6477 - Verizon Wireless Government Mkts Total: | | | | | 792.71 |
| Vendor: 7373 - Wells Fargo Vendor Financial Services | | | | | |
| 531424 | 10/03/2023 | Wells Fargo Vendor Financial ... | 5026676836 | BP-70C55 Copier Lease Septe... | 338.21 |
| Vendor 7373 - Wells Fargo Vendor Financial Services | | | | | Total: 338.21 |
| Vendor: 7063 - Westfield Electric | | | | | |
| 531425 | 10/03/2023 | Westfield Electric | 3321 | Remove Old Camera Equipme... | 880.00 |
| 531425 | 10/03/2023 | Westfield Electric | 3322 | Wiring for Street Light | 440.00 |
| 531425 | 10/03/2023 | Westfield Electric | 3322 | Wire | 700.00 |
| Vendor 7063 - Westfield Electric | | | | | Total: 2,020.00 |
| Vendor: 12250 - William D. Uphoff | | | | | |
| 531426 | 10/03/2023 | William D. Uphoff | 091023 | Mileage & Expenses Reimburs... | 919.40 |
| Vendor 12250 - William D. Uphoff Total: | | | | | 919.40 |
| Vendor: 12679 - Yushi Kanazawa | | | | | |
| 531427 | 10/03/2023 | Yushi Kanazawa | 2004204.001 | Refund-Picnic Shelter Deposit... | 40.00 |
| Vendor 12679 - Yushi Kanazawa Total: | | | | | 40.00 |
| Grand Total: | | | | | 750,270.46 |

Report Summary

Fund Summary

| Fund | Payment Amount |
|---|-------------------|
| 100 - General Fund | 588,503.14 |
| 205 - State Gas Tax | 59,033.71 |
| 209 - Measure M | 5,813.50 |
| 220 - Proposition A Local Return | 9,108.50 |
| 235 - South Coast AQMD | 6,250.00 |
| 245 - Landscape Maintenance District #1 | 15.62 |
| 255 - Park Athletic | 52.03 |
| 510 - Water Operations | 56,576.66 |
| 520 - Water Capital | 24,917.30 |
| Grand Total: | 750,270.46 |

Account Summary

| Account Number | Account Name | Payment Amount |
|------------------|-----------------------------|----------------|
| 100-000-2508.000 | Garnishment | 230.76 |
| 100-000-2510.000 | PERS | 12,273.93 |
| 100-000-2524.000 | Other Employee Deducti... | 88.45 |
| 100-000-2535.000 | Accident Insurance | 1,271.45 |
| 100-000-2550.000 | Federal Withholding | 18,102.03 |
| 100-000-2555.000 | State Withholding | 6,124.47 |
| 100-000-2560.000 | Deferred Compensation | 11,602.77 |
| 100-000-2563.000 | Flex 125 Reimbursement | 1,834.29 |
| 100-000-4455.000 | Parks and Recreation Fe... | 140.00 |
| 100-000-4465.000 | Animal Care and Control | -710.00 |
| 100-000-4510.000 | Park Rentals | 695.00 |
| 100-110-5207.000 | Medicare | 9.46 |
| 100-110-5217.000 | PERS Tier 3 (2%@62) | 26.56 |
| 100-110-5415.000 | Communications | 98.78 |
| 100-110-5430.000 | Conferences and Meetin... | 3,226.94 |
| 100-120-5305.000 | Legal Services | 18,750.00 |
| 100-125-5205.000 | Health Insurance | 1,073.72 |
| 100-125-5207.000 | Medicare | 267.11 |
| 100-125-5215.000 | PERS Tier 1 (2.5%@55) | 831.93 |
| 100-125-5216.000 | PERS Tier 2 (2%@60) | 963.19 |
| 100-125-5217.000 | PERS Tier 3 (2%@62) | 319.72 |
| 100-125-5345.000 | Contractual Services | 7,370.17 |
| 100-125-5415.000 | Communications | 49.64 |
| 100-125-5430.000 | Conferences and Meetin... | 2,110.24 |
| 100-125-5755.000 | Special Department Supp.. | 1,028.40 |
| 100-130-5205.000 | Health Insurance | 461.76 |
| 100-130-5207.000 | Medicare | 101.55 |
| 100-130-5215.000 | PERS Tier 1 (2.5%@55) | 179.32 |
| 100-130-5216.000 | PERS Tier 2 (2%@60) | 234.71 |
| 100-130-5217.000 | PERS Tier 3 (2%@62) | 276.88 |
| 100-130-5505.000 | Office Supplies and Expe... | 245.70 |
| 100-210-5205.000 | Health Insurance | 372.05 |
| 100-210-5207.000 | Medicare | 118.05 |
| 100-210-5215.000 | PERS Tier 1 (2.5%@55) | 268.12 |
| 100-210-5216.000 | PERS Tier 2 (2%@60) | 581.70 |
| 100-210-5217.000 | PERS Tier 3 (2%@62) | 139.02 |
| 100-210-5710.000 | Equipment Maintenance | 37,934.47 |
| 100-230-5205.000 | Health Insurance | 189.74 |
| 100-230-5207.000 | Medicare | 29.47 |
| 100-230-5217.000 | PERS Tier 3 (2%@62) | 159.22 |
| 100-230-5345.000 | Contractual Services | 165.00 |
| 100-230-5755.000 | Special Department Supp.. | 450.00 |
| 100-330-5320.000 | Sheriff Contract | 314,335.09 |
| 100-330-5321.000 | Core Deputy | 18,883.78 |

Account Summary

| Account Number | Account Name | Payment Amount |
|------------------|-----------------------------|----------------|
| 100-330-5323.000 | Liability Trust Fund | 39,681.07 |
| 100-333-5755.000 | Special Department Supp.. | 102.78 |
| 100-335-5205.000 | Health Insurance | 35.06 |
| 100-335-5207.000 | Medicare | 50.55 |
| 100-335-5345.000 | Contractual Services | 5,203.44 |
| 100-335-5505.000 | Office Supplies and Expe... | 118.05 |
| 100-335-5710.000 | Equipment Maintenance | 65.17 |
| 100-336-5325.000 | Animal Care and Control | 4,080.50 |
| 100-410-5205.000 | Health Insurance | 654.11 |
| 100-410-5207.000 | Medicare | 232.06 |
| 100-410-5217.000 | PERS Tier 3 (2%@62) | 1,308.53 |
| 100-410-5340.000 | Professional Services | 600.62 |
| 100-410-5415.000 | Communications | 127.08 |
| 100-410-5720.000 | Fuel | 129.20 |
| 100-410-5755.000 | Special Department Supp.. | 25.95 |
| 100-430-5416.000 | Economic Development ... | 23,000.00 |
| 100-440-5345.000 | Contractual Services | 4,099.51 |
| 100-440-5415.000 | Communications | 964.38 |
| 100-440-5605.000 | Rents and Leases | 560.10 |
| 100-605-5205.000 | Health Insurance | 148.45 |
| 100-605-5207.000 | Medicare | 101.94 |
| 100-605-5215.000 | PERS Tier 1 (2.5%@55) | 379.72 |
| 100-605-5216.000 | PERS Tier 2 (2%@60) | 171.51 |
| 100-605-5217.000 | PERS Tier 3 (2%@62) | 156.06 |
| 100-605-5345.000 | Contractual Services | 3,590.72 |
| 100-605-5420.000 | Mileage Reimbursement | 131.00 |
| 100-610-5205.000 | Health Insurance | 475.78 |
| 100-610-5207.000 | Medicare | 113.47 |
| 100-610-5216.000 | PERS Tier 2 (2%@60) | 330.14 |
| 100-610-5217.000 | PERS Tier 3 (2%@62) | 372.99 |
| 100-710-5205.000 | Health Insurance | 467.35 |
| 100-710-5207.000 | Medicare | 111.78 |
| 100-710-5215.000 | PERS Tier 1 (2.5%@55) | 973.11 |
| 100-710-5217.000 | PERS Tier 3 (2%@62) | 319.95 |
| 100-710-5405.000 | Utilities | 10,297.34 |
| 100-710-5415.000 | Communications | 52.09 |
| 100-710-5515.000 | Uniform Expense | 152.91 |
| 100-710-5705.000 | General Maintenance | 10,600.56 |
| 100-730-5205.000 | Health Insurance | 472.33 |
| 100-730-5207.000 | Medicare | 171.56 |
| 100-730-5215.000 | PERS Tier 1 (2.5%@55) | 544.19 |
| 100-730-5217.000 | PERS Tier 3 (2%@62) | 198.63 |
| 100-730-5345.000 | Contractual Services | 882.70 |
| 100-730-5415.000 | Communications | 97.89 |
| 100-730-5755.000 | Special Department Supp.. | 96.71 |
| 100-735-5755.000 | Special Department Supp.. | 7,916.54 |
| 100-740-5205.000 | Health Insurance | 709.47 |
| 100-740-5207.000 | Medicare | 138.96 |
| 100-740-5215.000 | PERS Tier 1 (2.5%@55) | 330.69 |
| 100-740-5216.000 | PERS Tier 2 (2%@60) | 440.51 |
| 100-740-5217.000 | PERS Tier 3 (2%@62) | 145.27 |
| 100-740-5405.000 | Utilities | 14.61 |
| 100-740-5415.000 | Communications | 39.07 |
| 100-740-5510.000 | Small Tools | 18.73 |
| 100-740-5705.000 | General Maintenance | 2,422.40 |
| 100-740-5710.000 | Equipment Maintenance | 69.92 |
| 100-750-5207.000 | Medicare | 23.29 |
| 100-750-5705.000 | General Maintenance | 880.00 |

Account Summary

| Account Number | Account Name | Payment Amount |
|------------------|----------------------------|----------------|
| 205-610-5205.000 | Health Insurance | 487.00 |
| 205-610-5207.000 | Medicare | 79.81 |
| 205-610-5217.000 | PERS Tier 3 (2%@62) | 354.54 |
| 205-610-5335.000 | Maintenance & License ... | 143.32 |
| 205-610-5346.000 | Street Sweeping Contract | 51,633.89 |
| 205-610-5405.000 | Utilities | 186.44 |
| 205-610-5415.000 | Communications | 85.21 |
| 205-610-5515.000 | Uniform Expense | 250.00 |
| 205-810-5806.374 | Narbonne South Pipe Re... | 5,813.50 |
| 209-810-5806.374 | Narbonne South Pipe Re... | 5,813.50 |
| 220-340-5205.000 | Health Insurance | 45.81 |
| 220-340-5207.000 | Medicare | 12.84 |
| 220-340-5215.000 | PERS Tier 1 (2.5%@55) | 94.38 |
| 220-340-5216.000 | PERS Tier 2 (2%@60) | 33.53 |
| 220-340-5217.000 | PERS Tier 3 (2%@62) | 18.46 |
| 220-340-5345.000 | Contractual Services | 8,903.48 |
| 235-350-5345.000 | Contractual Services | 6,250.00 |
| 245-720-5405.000 | Utilities | 15.62 |
| 255-760-5205.000 | Health Insurance | 25.91 |
| 255-760-5207.000 | Medicare | 4.05 |
| 255-760-5217.000 | PERS Tier 3 (2%@62) | 22.07 |
| 510-110-5207.000 | Medicare | 1.11 |
| 510-110-5217.000 | PERS Tier 3 (2%@62) | 2.95 |
| 510-125-5205.000 | Health Insurance | 150.37 |
| 510-125-5207.000 | Medicare | 81.15 |
| 510-125-5215.000 | PERS Tier 1 (2.5%@55) | 146.81 |
| 510-125-5216.000 | PERS Tier 2 (2%@60) | 321.07 |
| 510-130-5205.000 | Health Insurance | 126.89 |
| 510-130-5207.000 | Medicare | 29.41 |
| 510-130-5215.000 | PERS Tier 1 (2.5%@55) | 40.90 |
| 510-130-5216.000 | PERS Tier 2 (2%@60) | 67.06 |
| 510-130-5217.000 | PERS Tier 3 (2%@62) | 73.84 |
| 510-220-5205.000 | Health Insurance | 435.04 |
| 510-220-5207.000 | Medicare | 123.11 |
| 510-220-5215.000 | PERS Tier 1 (2.5%@55) | 89.38 |
| 510-220-5216.000 | PERS Tier 2 (2%@60) | 539.82 |
| 510-220-5217.000 | PERS Tier 3 (2%@62) | 231.75 |
| 510-220-5710.000 | Equipment Maintenance | 37,934.48 |
| 510-230-5205.000 | Health Insurance | 191.65 |
| 510-230-5207.000 | Medicare | 29.93 |
| 510-230-5217.000 | PERS Tier 3 (2%@62) | 159.23 |
| 510-440-5345.000 | Contractual Services | 409.97 |
| 510-440-5415.000 | Communications | 964.38 |
| 510-630-5205.000 | Health Insurance | 2,018.78 |
| 510-630-5207.000 | Medicare | 449.34 |
| 510-630-5215.000 | PERS Tier 1 (2.5%@55) | 845.81 |
| 510-630-5216.000 | PERS Tier 2 (2%@60) | 1,187.52 |
| 510-630-5217.000 | PERS Tier 3 (2%@62) | 1,006.12 |
| 510-630-5340.000 | Professional Services | 3,492.67 |
| 510-630-5411.000 | Customer Notifications | 317.20 |
| 510-630-5415.000 | Communications | 223.21 |
| 510-630-5510.000 | Small Tools | 13.20 |
| 510-630-5515.000 | Uniform Expense | 450.00 |
| 510-630-5605.000 | Rents and Leases | 1,461.00 |
| 510-630-5705.000 | General Maintenance | 2,865.48 |
| 510-630-5710.000 | Equipment Maintenance | 96.03 |
| 520-840-5821.357 | 246th-247th-247th Pl - ... | 6,166.75 |
| 520-840-5821.365 | CWPF Upgrades Project | 3,063.45 |

Account Summary

| Account Number | Account Name | Payment Amount |
|------------------|---------------------------|-------------------|
| 520-840-5821.374 | Narbonne South Pipe Re... | <u>15,687.10</u> |
| | Grand Total: | 750,270.46 |

Project Account Summary

| Project Account Key | Payment Amount |
|---|---------------------|
| **None** | 713,726.16 |
| 205-Narbonne South Pipe Replacement | 5,813.50 |
| 209-Narbonne South Pipe Replacement | 5,813.50 |
| 246th St., 247th Pl., 247th St.-Western | 6,166.75 |
| 520-Narbonne South Pipe Replacement | 15,687.10 |
| Cypress Water Production | <u>3,063.45</u> |
| | Grand Total: |
| | 750,270.46 |



CITY OF LOMITA CITY COUNCIL REPORT

TO: City Council **Item No. 7d**

FROM: Ryan Smoot, City Manager

PREPARED BY: Carla Dillon, P.E., Public Works Director

MEETING DATE: October 3, 2023

SUBJECT: Resolution Approving and Authorizing the City Manager to Execute the Transfer Agreement with the California Department of Transportation

RECOMMENDATION

Adopt Resolution No. 2023-19, approving and authorizing the City Manager to execute a contract for the Sustainable Transportation Planning Grant for Lomita's Citywide School Loading Zone Study for Vision Zero Neighborhood Planning Initiatives & Infrastructure with the California Department of Transportation in a form approved by the City Attorney.

BACKGROUND

Schools within the City of Lomita generate traffic during drop-off and pick-up times. This leads to increased traffic congestion, parking/vehicle code violations, as well as pedestrian and bicycle safety concerns. The City has submitted a grant application for a Citywide School Loading Zone Study (Study) for Vision Zero Neighborhood Planning Initiatives & Infrastructure to the California Department of Transportation. The City has been preliminarily awarded the grant. This Study is intended to be a roadmap for Lomita, partnering entities, and the broader community to improve safety for students and caregivers walking and bicycling to school. The effort will include partnerships and collaboration across agencies and school communities to create safe and equitable environments for local youth who are traveling to and from school, while also expanding new pathways to help promote physical activity among Lomita's K-8 populations.

The four schools include:

- 1) Alexander Fleming Magnet Middle School
- 2) Lomita STEAM Magnet School
- 3) St. Margaret Mary School
- 4) Eshelman Avenue Elementary School

The City will seek a third-party consultant who is a qualified subject matter expert to facilitate and implement the Study by closely examining existing conditions and analyzing data to accurately inform City staff on the current status of all four schools' built-in environment and physical setting, school population characteristics, transportation, education, and law enforcement. Public engagement components will involve important project stakeholders (such as caregivers, school staff, community members), a bicycle ambassador program, and bilingual communication engagement methods bolstered by a wide spectrum of outreach events including community-based workshops in key Lomita transportation hubs and Council/Commission meetings, as needed.

The Resolution authorizes the City Manager to execute the Agreement, and further authorizes the City Manager to take any other action, such as contracts, agreement extensions, renewals, amendments, and/or other documents which may be necessary to carry out and administer all obligations, responsibilities, and duties of the Sustainable Transportation Planning Grant.

OPTIONS:

1. Approve staff's recommendation.
2. Take no action. The City will be ineligible to receive funding.

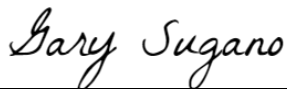
FISCAL IMPACT

Funding from the Agreement will provide for approximately 85% of the expenses and Lomita will contribute approximately 15% (\$51,578) through staff time.

ATTACHMENTS

1. Resolution

Reviewed by:



Gary Y. Sugano
Assistant City Manager

Approved by:



Ryan Smoot
City Manager

Prepared by:



Carla Dillon, PE
Public Works Director

RESOLUTION NO. 2023-19

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMITA, CALIFORNIA, APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONTRACT WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION FOR THE SUSTAINABLE TRANSPORTATION PLANNING GRANT – LOMITA’S CITYWIDE SCHOOL LOADING ZONE STUDY FOR VISION ZERO NEIGHBORHOOD PLANNING INITIATIVES & INFRASTRUCTURE

WHEREAS, the City proposes to implement Lomita’s Citywide School Loading Zone Study for Vision Zero Neighborhood Planning Initiatives & Infrastructure, a Funded Activity that is eligible for funding under the California Department of Transportation’s Sustainable Transportation Planning Grant; and

WHEREAS, the Lomita’s Citywide School Loading Zone Study for Vision Zero Neighborhood Planning Initiatives & Infrastructure has been preliminarily awarded the Sustainable Transportation Planning Grant by the California Department of Transportation; and

WHEREAS, the grant award is \$289,500 with a local match of \$51,578 (15.12%); and

WHEREAS, a contract must be executed between the California Department of Transportation and the City before such funds can be claimed through the Sustainable Transportation Planning Grant.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LOMITA AS FOLLOWS:

SECTION 1. The City Council hereby approves and authorizes the City Manager to execute a contract for the Sustainable Transportation Planning Grant for Lomita’s Citywide School Loading Zone Study for Vision Zero Neighborhood Planning Initiatives & Infrastructure with the California Department of Transportation, in the final form approved by the City Attorney, and to take any further action required to effectuate the contract for the Sustainable Transportation Planning Grant, including but not limited to, contracts, agreement extensions, renewals, amendments, and/or other documents which may be necessary to carry out and administer all obligations, responsibilities, and duties under the Sustainable Transportation Planning Grant.

SECTION 2. The City hereby finds that in accordance with the California Environmental Quality Act (“CEQA”) and the CEQA Guidelines the adoption of this Resolution is exempt from CEQA pursuant to Section 15061(b)(3).

SECTION 3. The City Clerk shall certify to the adoption of this Resolution and shall cause the same to be processed in the manner required by law, and this Resolution shall take effect and be in force on the date of its adoption.

PASSED, APPROVED, AND ADOPTED this 3rd day of October 2023.

ATTEST:

Barry Waite, Mayor

Kathleen Horn Gregory, MMC, City Clerk

APPROVED AS TO FORM:

Trevor Rusin, City Attorney



CITY OF LOMITA CITY COUNCIL REPORT

TO: City Council **Item No. SCH 8a**

FROM: Ryan Smoot, City Manager

PREPARED BY: Carla Dillon, P.E., Public Works Director

MEETING DATE: October 3, 2023

SUBJECT: Discussion and Consideration of the Traffic Calming Toolkit

RECOMMENDATION

1) Receive and file the Traffic Calming Toolkit; 2) direct staff to implement recommendations for 262nd Street, Walnut Street, and Pennsylvania Avenue; and 3) direct staff to begin the formation of a Capital Improvement Project to make improvements on Eshelman Avenue to incorporate traffic calming measures.

BACKGROUND

The City retained a consultant, Kimley-Horn, to prepare a Traffic Calming Toolkit with the input of community members.

In July 2023, in conjunction with the Public Safety & Traffic Commission (PS&TC) meeting, a workshop was held to educate community members on traffic calming tools and receive input on perceived areas where vehicles may be speeding or other traffic issues are observed.

Based upon input from residents at the workshop, on-site field visits, and engineering traffic best practices, Kimley-Horn, prepared a Toolkit for staff use in future considerations. The intent of the Toolkit is to provide the Technical Traffic Advisory Committee (TTAC) additional options for addressing specific areas of concern. The tools are divided into 4 categories:

- Tier 1 - low-cost solutions that City staff can implement (reflective striping on sign posts, speed limit painted on road, etc.)
- Tier 2 - mid-level cost solutions that would require a contractor to implement

- Tier 3 - higher cost solutions that would require engineering design then contractor implementation
- Tier 4 - highest level cost and complexity for implementation (vertical displacement such as road closures, traffic circles, speed tables (form of speed bump))

Based upon the Traffic Calming workshop in July, the consultant looked at locations of concern in the City and provided suggestions for Tier 1 solutions for Pennsylvania, 262nd, Walnut, and Tier 2/3 solutions for Eshelman.

On September 20, Kimley-Horn presented the draft toolkit and suggestions for traffic calming tools for specific locations at the PS&TC meeting. The commission heard comments and received and filed the presentation.

OPTIONS:

1. Approve staff's recommendation.
2. Provide alternate direction.

FISCAL IMPACT

For staff to implement the Tier 1 recommendations for 262nd Street, Walnut Street, and Pennsylvania Avenue, the cost will be approximately \$3,500. This can be funded through accounts 207-610-5345 and 205-610-5705.

To complete a capital project for Eshelman Avenue with the suggested elements, the initial rough cost estimate is \$620,000 for design and construction as an independent project. If the Council supports proceeding with the project, staff will bring the project to Council at each project stage (award of design services and construction bidding) to appropriate funds. A funding source for this project will need to be determined separately at that time.

ATTACHMENTS

1. Traffic Calming Toolkit Report

Reviewed by:



Gary Y. Sugano
Assistant City Manager

Approved by:

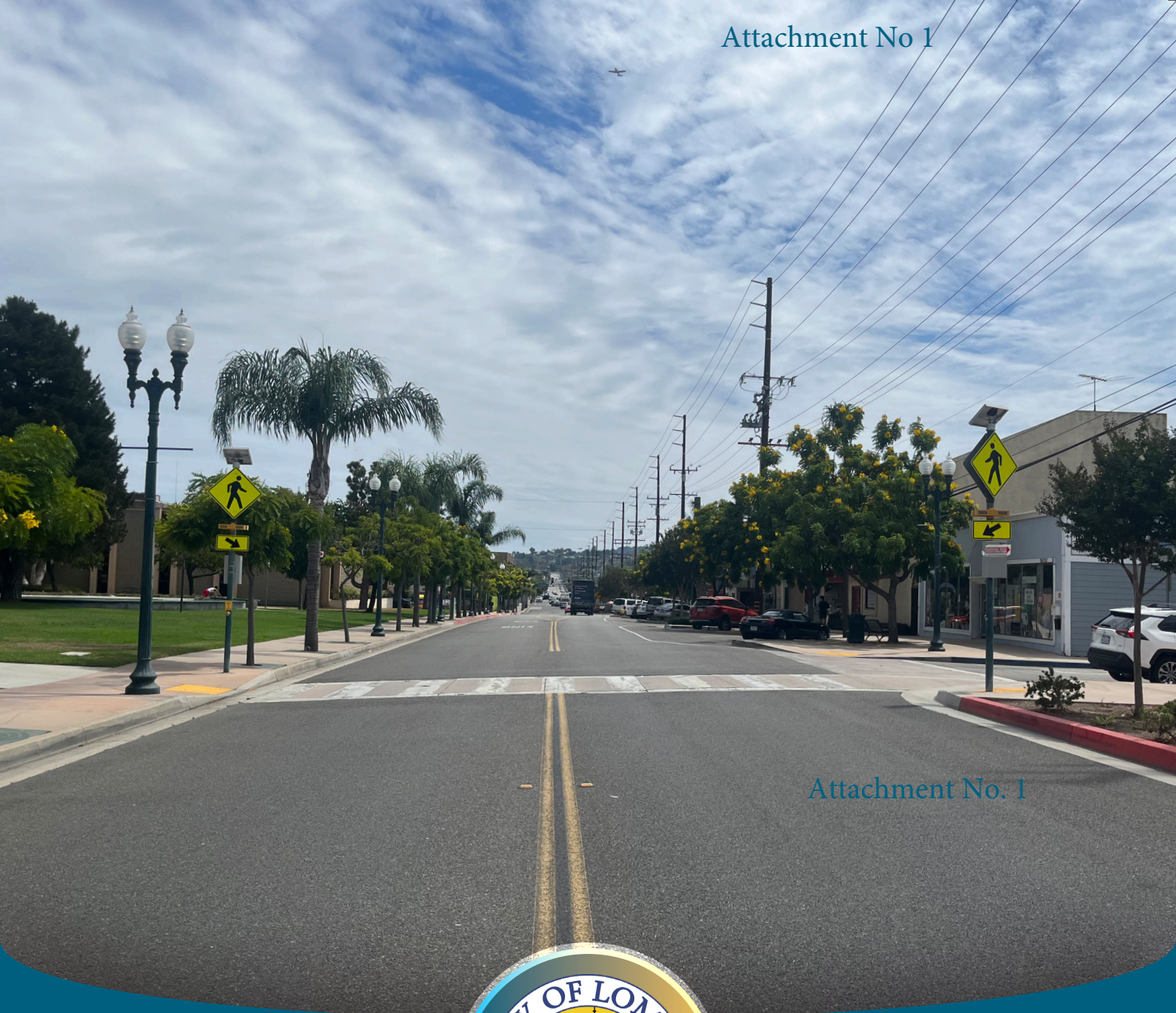


Ryan Smoot
City Manager

Prepared by:



Carla Dillon, PE
Public Works Director



Attachment No. 1







TRAFFIC CALMING TOOLKIT

Final Report
September 2023



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INTRODUCTION

What is a Traffic Calming Toolkit?

Traffic calming refers to the use of traffic control strategies to reduce the negative impacts of motor vehicle use, alter driver behavior to reduce undesirable driving practices, and improve conditions for non-motorized street users. The City of Lomita’s Traffic Calming Toolkit provides a succinct yet comprehensive toolkit of solutions that the City can use to respond to requests concerning speeds, cut-through traffic, and other perceived localized traffic issues. The toolkit is intended to provide realistic and flexible solutions that are context-appropriate and improve quality of life for everyone using the City’s streets.

Project Goals

The Traffic Calming Toolkit’s key goals include using this toolkit of traffic calming measures, where appropriate, to:

- Goal #1: Reduce vehicle speeds
- Goal #2: Reduce excess traffic volumes and cut-through traffic on local residential streets
- Goal #3: Improve neighborhood quality of life

Approach

Traffic Calming typically uses a “3 E’s” approach – Education, Enforcement, and Engineering – when considering possible solutions for improved traffic safety.



EDUCATION

Educational programming alerts people to ways they can help ease traffic problems – for example, by reducing their speed, choosing to walk or bike instead of drive, and maintaining awareness of their surroundings.



ENFORCEMENT

Enforcement tools enlist the help of local law enforcement to focus efforts on specific streets to increase community awareness of speeding problems.



ENGINEERING

Engineering tools include a variety of traffic calming devices that redesign the street to control traffic volumes, decrease traffic speeds, create safer walking and bicycling conditions, and maintain or improve an attractive streetscape.

Background Studies and Plans

Guidance on the Traffic Calming Toolkit process and solutions was provided through a variety of existing standards, programs, and policies. Literature and regulatory framework reviews of guidance documents and City plans were conducted to understand industry standards and policy behind the traffic calming measures described in this report. Best practices from the California Department of Transportation (Caltrans), the Federal Highway Administration (FHWA), the Institute of Transportation Engineers (ITE) and the National Association of City Transportation Officials (NACTO) were included in this toolkit.

Literature Review

Guidance documents and traffic calming methods were reviewed to document current best practices for traffic calming. While developing the Toolkit, the implementation criteria and the effectiveness of each traffic calming measure were based on the following documents:

- California Manual of Uniform Traffic Control Devices (CAMUTCD)
- Traffic Calming Guidance Interim Memo (Caltrans)
- Urban Street Design Guide (NACTO)
- Traffic Calming ePrimer (FHWA)
- Proven Safety Countermeasures (FHWA)



Regulatory Framework Review

City plans and programs relevant to the traffic calming toolkit were also reviewed for consistency and to determine potential impacts to the implementation of the traffic calming solutions proposed in this toolkit. The following City documents and policies were reviewed:

- City of Lomita’s General Plan
- City of Lomita’s Bicycle and Pedestrian Master Plan
- City of Lomita’s Downtown Lomita Design Manual
- City of Lomita’s Municipal Code
- California Vehicle Code

Public Engagement

The traffic calming toolkit is public-oriented by nature and seeks to involve the public at multiple stages throughout the traffic calming process. The public was solicited to participate in two community workshops in conjunction with the City’s Public Safety and Traffic Commission in order to understand the public’s traffic concerns and gather feedback on the toolkit.

Community Workshop #1

The first community workshop took place in the City of Lomita on Wednesday, July 19th, 2023. The City hosted the workshop to present the project to members of the public and solicit feedback on the traffic concerns throughout the City. The workshop was attended by over 15 members of the public as well as several public officials.

At the start of the workshop, City of Lomita staff and project team members gave a presentation to the group that discussed the goals of the project and the potential traffic calming solutions. Following the presentation, the workshop participants were invited to participate in two map activities. The first activity reinforced the education around traffic calming measures and allowed residents to choose which of the traffic calming solutions they would like to see implemented on a generic map that reflected the City’s streets. The workshop participants were also able to ask questions of the project team and provide their input on the project process.

The second activity allowed the residents to identify their concerns at specific locations throughout the City using colored labels. Concerns related to speeding, cut-through traffic, pedestrian safety, and sight distance/visibility were used to develop the six (6) case study locations and their respective traffic calming solutions. Existing conditions and concerns at the case study locations are described in the case studies section of this report, along with the proposed site-specific traffic calming solutions that follow a tiered approach.



Residents identifying locations in need of traffic calming during the workshop.





Community Workshop #2

The second community workshop took place in the City of Lomita on September, 20, 2023. The project team presented the draft traffic calming report and case study locations with the proposed improvements.

Understanding the Manual

The Traffic Calming Toolkit was developed as a guide for City of Lomita staff. This report presents a toolkit of traffic calming measures and a summary of improvements at specific locations within the City. It is intended for staff to use the toolkit and measures outlined in this report for identifying and implementing traffic calming solutions in response to public requests. The measures listed in the toolkit intend to address potential traffic problems based on site conditions, tool effectiveness, and other criteria. The report is organized as follows.

- **Traffic Calming Process** - This section outlines the process through which residents can submit requests for traffic calming solutions and how City staff will evaluate the location(s) in question and select eligible traffic calming tools, and prioritize traffic calming projects.
- **Toolkit** - This section provides an overview of the specific tools and suites of tools that the City can use to address traffic calming issues.
- **Tool Selection** - This section provides details on how traffic calming tools are screened for eligibility, evaluated for their effectiveness, potential impacts, and costs.
- **Case Study Locations** - This section provides details on the case study locations within the City and the proposed site-specific traffic calming solutions, following an incremental tiered approach.



▶ TRAFFIC CALMING PROCESS

Project Initiation

The traffic calming process may be utilized if the City's Technical Traffic Advisory Committee (TTAC) finds the toolkit solutions appropriate. The process includes an online request that provides the following information in a standardized online Traffic Investigation Request form: a description of the traffic issues at hand, the impacted location, and the name and contact information for the person or organization submitting the request.

Traffic Investigation Request forms can be submitted by any private citizen or community, neighborhood, or homeowners' organization or association. Request forms may be completed and submitted online via the City's website. In addition to requests made by the public, the traffic calming process may be initiated separately through the identification by City staff of a candidate location or locations.

Once a request form is received and it is determined that enough information is provided, the City's TTAC will review the candidate location and inform the requester of the evaluation of the matter and action taken. If the matter will be presented at Public Safety and Traffic Commission or City Council, the requester shall be notified.

It should be noted that enforcement and education tools should be exhausted prior to identifying engineering solutions.

Targeted enforcement or traffic laws seeks to increase public awareness of local speed limits and traffic regulations through increased patrols and ticketing of drivers in violation. The level of enforcement that is conducted is dependent on the number of officers that are available and the level of funding available for efforts beyond what is budgeted and considered standard.

Neighborhood traffic education programming seeks to increase public awareness of local speed limits and traffic regulations while also allowing for the public to work with the City to identify and discuss safety issues and residents' concerns. Education programs may include posting signage or banners in local neighborhoods, distributing flyers or personalized letters to area residents and businesses, hosting public meetings and workshops, and coordinating with local law enforcement, schools, and other organizations.

Project Identification

After determining that traffic calming solutions are appropriate for the impacted location, City staff, in coordination with their Los Angeles County Public Advisor, will conduct a preliminary site assessment to develop an understanding of the site's local context and review traffic and safety data that may already be available for the location.

After conducting a preliminary site assessment and potentially meeting with stakeholders, City staff will determine what degree of traffic calming solutions will be pursued. The Traffic Calming Toolkit groups traffic calming tools into Tier 1, Tier 2, Tier 3, or Tier 4 solutions. Additional detail regarding the tools within each tier are available in the Traffic Calming Toolkit section.

- ▶ **Tier 1 solutions** consist of tools that are typically low-cost and do not require additional design, making them quicker and easier to implement. Although some tools do require justification such as meeting the recommended criteria and the City Council approval, Tier 1 tools consist of improvements such as simple striping, signage, and pavement marking improvements.
- ▶ **Tier 2 solutions** consist of tools that tend to be slightly costlier and require some design. Tier 2 tools typically consist of improvements that involve constructing roadway features such as crossing improvements and striping treatments such as centerline and edgeline striping.
- ▶ **Tier 3 solutions** consist of tools that tend to be costlier and require more involved study, design, outreach, and construction processes. Tier 3 tools typically consist of improvements that involve constructing raised features on the roadway such as curb extensions, horizontal deflections such as chicanes or median islands, and neighborhood access control.
- ▶ **Tier 4 solutions** consist of tools that tend to be the costliest and require extensive study, design, and construction processes. Tier 4 tools typically consist of improvements that are most invasive such as full road closures and vertical deflections, which include speed kidneys, raised crosswalks, raised intersections, traffic circles, and roundabouts.



▶ TRAFFIC CALMING TOOLKIT

This section presents the typical traffic calming tools and the different levels of traffic calming measures used by the City.

Tier 1 Tools

Tier 1 solutions consist of tools that are typically low-cost and don't require extensive design, making them quicker and easier to implement. Although some tools do require justification such as meeting the recommended criteria and City Council approval, Tier 1 tools consist of improvements such as:

- ▶ Signage
- ▶ Speed Legends
- ▶ Reflective Sign Post Panel
- ▶ Signed Turn Restrictions
- ▶ Rumble Strips

Tier 2 Tools

Tier 2 solutions consist of tools that tend to be slightly costlier and require some construction processes. Tier 2 tools typically consist of improvements that involve constructing roadway features such as crossing improvements and striping treatments such as:

- ▶ Centerline and Edgeline Striping
- ▶ Speed Radar Feedback Sign

Tier 3 Tools

Tier 3 solutions consist of tools that tend to be costlier and require more involved study, design, outreach, and construction processes. Tier 3 tools consist of improvements such as:

- ▶ Crossing Improvements
- ▶ Curb Extensions

Tier 4 Tools

Tier 4 solutions consist of tools that tend to be the costliest and require involved outreach and environmental clearance, design, and construction processes. Tier 4 tools consist of improvements such as:

- ▶ Vertical Deflections
 - ↳ Roundabout
 - ↳ Speed Kidneys
 - ↳ Speed Table
 - ↳ Traffic Circle
 - ↳ Raised Crosswalk
- ▶ Neighborhood Access Control
 - ↳ Full Road Closure



TOOL SELECTION

This section provides details on how traffic calming tools are screened for eligibility, evaluated for their effectiveness, potential impacts, and costs.

Tool Eligibility & Application

To determine which traffic calming measures are eligible or appropriate for a particular location, the following aspects should be reviewed.

Roadway Functional Class

Certain traffic calming measures are only applicable on certain roadway functional classifications. Roadway classes can generally be categorized as:

- Major Highways (4 lanes, carries traffic between and across the City)
 - ↳ Pacific Coast Highway, Lomita Boulevard, Crenshaw Boulevard, Western Avenue, and Palos Verdes Drive North
- Secondary Highways (2 lanes, carries traffic across the City, as well as shorter distance local intra-city traffic movement)
 - ↳ Narbonne Avenue
- Collector (2 lanes, carries traffic from local streets to arterials)
 - ↳ 250th Street, 255th Street, 262nd Street, Pennsylvania Avenue, Eshelman Avenue, Walnut Avenue, Ebony Street, and Narbonne Avenue north of Lomita Boulevard
- Local streets (2 lanes, carries local neighborhood traffic)

Location

Certain traffic calming measures are only applicable at either intersections or along roadway segments.

Posted Speed Limit

Certain traffic calming measures are only appropriate along streets with certain speed limits.

Volume

Certain traffic calming measures are only appropriate on streets with lower volumes.

Cut-Through Traffic

The presence of non-local, cut through traffic can be addressed by certain traffic calming measures.

Other Site Considerations

Depending on how the roadway is used, certain traffic calming measures may not be appropriate. Aspects taken into consideration are whether the roadway contains dedicated bicycle facilities, is a primary transit route, is used extensively by emergency vehicles, whether trucks must utilize the roadway to access commercial and industrial facilities, or whether the street has a significant grade.



TOOL EFFECTIVENESS

A tool's effectiveness at addressing the traffic calming issue on a numerical scale from 1 – 4.

- 1 – Low Effectiveness
- 2 – Medium Effectiveness
- 3 – High Effectiveness
- 4 – Very High Effectiveness

Speed

A tool's effectiveness at reducing vehicular speed on a numerical scale from 1 – 4. One indicates the tool has a low effectiveness at reducing vehicular volume and four indicates the tool has a high effectiveness at reducing vehicular volume.

Volumes

A tool's effectiveness at reducing vehicular volumes on a numerical scale from 1 – 4. One indicates the tool has a low effectiveness at reducing vehicular volume and four indicates the tool has a high effectiveness at reducing vehicular volume.

Cut-Through Traffic

A tool's effectiveness at reducing cut-through traffic on a numerical scale from 1 – 4. One indicates the tool has a low effectiveness at reducing cut-through traffic and four indicates the tool has a high effectiveness at reducing cut-through traffic.

Collisions

A tool's effectiveness at reducing collisions on a numerical scale from 1 – 4. One indicates the tool has a low effectiveness at reducing collisions and four indicates the tool has a high effectiveness at reducing collisions

Pedestrian Safety

A tool's effectiveness at increasing pedestrian safety on a numerical scale from 1 – 4. One indicates the tool has a low effectiveness at increasing pedestrian safety and four indicates the tool has a high effectiveness at increasing pedestrian safety.

Bicycle Safety

A tool's effectiveness at increasing bicycle safety on a numerical scale from 1 – 4. One indicates the tool has a low effectiveness at increasing bicycle safety and four indicates the tool has a high effectiveness at increasing bicycle safety.



TOOL IMPACTS

Emergency Vehicles

A tool's impact on increasing an emergency vehicle's response time and/or route as a result of installing the traffic calming measure.

- No Impact
- Impacts

Impacts on Noise

A tool's impact on increasing the amount of ambient noise as a result of installing the traffic calming measure.

- No Impact
- Increases Noise
- Decreases Noise

On-Street Parking

A tool's impact on decreasing the amount of on-street parking as a result of installing the traffic calming measure.

- No Impact
- Impacts

Cost

A tool's cost for installation to the City.

- \$ – Less than \$2,000
- \$\$ – \$2,000 – \$19,999
- \$\$\$ – \$20,000 – \$50,000
- \$\$\$\$ – Greater than \$50,000

Underground Utilities

A tool's impact on underground utilities creating conflicts and potential relocations.

- No Impact
- Impacts

In the following pages, each traffic calming measure is discussed in detail, including the advantages and disadvantages, cost, application, and effectiveness. The **application section** discusses where the potential traffic calming measures are appropriate to help determine if the measure can be implemented at a particular location. The **scorecard section** indicates the effectiveness of the potential traffic calming measure on reducing speed, reducing traffic volumes, reducing cut-through traffic, and increasing bicycle and pedestrian safety on a numerical scale. The information was sourced from the documents identified in the Literature Review section of this report.



DESCRIPTION

Speed legends are a series of painted numerals on the roadway that indicate the legal speed limit in miles per hour to catch driver attention, influencing them to reduce vehicle speed and exercise caution. Typically placed near speed limit signs, they are useful in reinforcing speed limits where roadway conditions, such as functional class or adjacent land uses, change. Speed legends can also accompany other messages or pavement markings to indicate additional information such as sudden sharp curves, approaching stop signs, and school zones.

Advantages:

- Does not affect emergency vehicles
- Low cost; quick and easy to implement

Disadvantages:

- Less effective in reducing speed than other tools
- Requires regular maintenance - consider use of materials with higher retroreflectivity and durability ratings to reduce maintenance costs

Cost:

- \$150-\$300 per legend

Design Guidance:

- CAMUTCD - Section 3B.20

Criteria:

- Recommend to install along segments where the 85th percentile speed exceeds the posted limit by more than 5 mph and/or a segment with a history of speed related collisions.

Effectiveness:

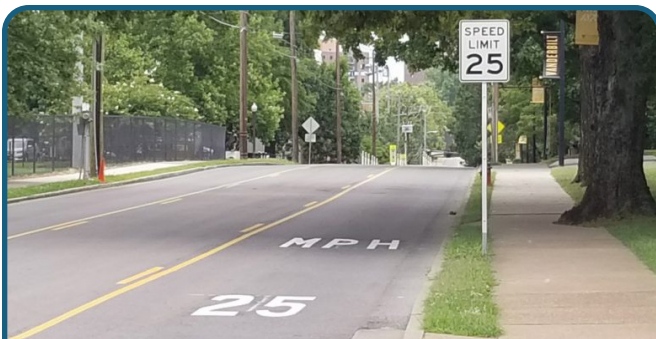
- Studies have found speed limit pavement legends can reduce 85th percentile speeds by 1 mph (-1 percent) on rural, main roadways.*

* FHWA, *Factors Influencing Operating Speeds and Safety on Rural and Suburban Roads* (2015)

| Application | Speed Legends |
|------------------------------------|---|
| Roadway Functional Class | Major Highway – Secondary Highway – Collector – Local |
| Location | Segment |
| Posted Speed Limit | Any Speed |
| Volume | Any Volume |
| Cut-Through Traffic | Any Amount |
| Bike Lane | Appropriate |
| Transit Route | Appropriate |
| Commercial/Industrial Access Route | Appropriate |
| Emergency Vehicle Route | Appropriate |
| Grade | Any Slope |



STRIPING: SPEED LEGENDS



Example of speed legends in the center of a lane



Example of speed legends in a turning lane

Scorecard

Speed Legends

| Effectiveness | | |
|---------------|-----------------------|----|
| | Speed | 2 |
| | Volumes | 1 |
| | Cut-Through Traffic | 1 |
| | Collisions | 2 |
| | Pedestrian Safety | 2 |
| | Bicycle Safety | 2 |
| Impacts | | |
| | Emergency Vehicles | ✓ |
| | Impacts on Noise | ✓ |
| | On-Street Parking | ✓ |
| | Cost | \$ |
| | Underground Utilities | ✓ |

Effectiveness

- 1 - Low Effectiveness
- 2 - Medium Effectiveness
- 3 - High Effectiveness
- 4 - Very High Effectiveness

Impacts

- 👇 Reduces
- 👆 Increases
- ✗ Impacts
- ✓ No Impact

Cost

- \$ - Less than \$2,000
- \$\$ - \$2,000 - \$19,999
- \$\$\$ - \$2,0000 - \$50,000
- \$\$\$\$ - Greater than \$50,000



DESCRIPTION

In a traffic calming context, signage is typically used to remind drivers of roadway speed limits, critical safety considerations, and the rules of the road. Used in a clear and consistent manner, **signage** can help support traffic safety educational and enforcement efforts undertaken by the City. Regulatory speed limit signage (CAMUTCD R2-1) notifies drivers of the legal roadway speed limit. **Reflective sign post panels** increase sign post visibility and safety. Reflective panels provide an extra layer of visibility for important signs such as stop or yield signs.

Advantages:

- Supports education and enforcement efforts
- Does not slow emergency vehicles
- Low cost; quick and easy to implement
- Increased safety and visibility at night

Disadvantages:

- Signage alone does not guarantee responsible driver behavior
- May be subject to vandalism or theft
- Drivers may become desensitized over time, reducing long-term effectiveness

Cost:

- \$200 per sign
- \$50 per reflective panel

Design Guidance:

- CAMUTCD - Chapter 2
- Speed limit signs shall be located at the points of change from one speed limit to another.
- Additional Speed Limit signs shall be installed beyond major intersections and at other locations where it is necessary to remind road users of the speed limit that is applicable.
- Additional speed limit signs may be installed adjacent to speed legends or beyond minor intersections.

Criteria:

- Recommend to install additional speed limit signs where the 85th percentile speed exceeds the posted limit by more than 5 mph and/or a segment with a history of speed related collisions.

| <i>Application</i> | <i>Signage</i> | <i>Reflective Sign Post Panel</i> |
|---|--|--|
| Roadway Functional Class | <i>Major Highway – Secondary Highway – Collector – Local</i> | <i>Major Highway – Secondary Highway – Collector – Local</i> |
| Location | <i>Segment – Intersection</i> | <i>Segment – Intersection</i> |
| Posted Speed Limit | <i>Any Speed</i> | <i>Any Speed</i> |
| Volume | <i>Any Volume</i> | <i>Any Volume</i> |
| Cut-Through Traffic | <i>Any Amount</i> | <i>Any Amount</i> |
| Bike Lane | <i>Appropriate</i> | <i>Appropriate</i> |
| Transit Route | <i>Appropriate</i> | <i>Appropriate</i> |
| Commercial/Industrial Access Route | <i>Appropriate</i> | <i>Appropriate</i> |
| Emergency Vehicle Route | <i>Appropriate</i> | <i>Appropriate</i> |
| Grade | <i>Any Slope</i> | <i>Any Slope</i> |



SIGNAGE: SIGNAGE AND REFLECTIVE SIGN POST PANEL



Example of a stop sign with a red reflective post panel



Example of a yield to bicyclists sign

Scorecard

| | | Signage | Reflective Sign Post Panel |
|----------------------|-----------------------|---------|----------------------------|
| Effectiveness | | | |
| | Speed | 2 | 1 |
| | Volumes | 1 | 1 |
| | Cut-Through Traffic | 1 | 1 |
| | Collisions | 2 | 2 |
| | Pedestrian Safety | 2 | 1 |
| | Bicycle Safety | 2 | 1 |
| Impacts | | | |
| | Emergency Vehicles | ✓ | ✓ |
| | Impacts on Noise | ✓ | ✓ |
| | On-Street Parking | ✓ | ✓ |
| | Cost | \$ | \$ |
| | Underground Utilities | ✓ | ✓ |

Effectiveness

- 1 - Low Effectiveness
- 2 - Medium Effectiveness
- 3 - High Effectiveness
- 4 - Very High Effectiveness

Impacts

- ✓ Reduces
- ⬆ Increases
- ✗ Impacts
- ✓ No Impact

Cost

- \$ - Less than \$2,000
- \$\$ - \$2,000 - \$19,999
- \$\$\$ - \$2,0000 - \$50,000
- \$\$\$\$ - Greater than \$50,000



DESCRIPTION

Neighborhood access control consist of a suite of tools that divert traffic away from select neighborhood streets, forcing drivers to use alternate routes. **Signed turn restrictions** warn drivers that access to certain streets is prohibited without designing and installing costly infrastructure.

Advantages:

- Limits cut-through traffic
- May improve intersection safety by reducing conflict points
- Reduces noise pollution in immediate vicinity

Disadvantages:

- Potential for disruption to local residents with road diversions causing increased travel time

Cost:

- \$200 per sign

Design Guidance:

- CAMUTCD - Section 2B.18

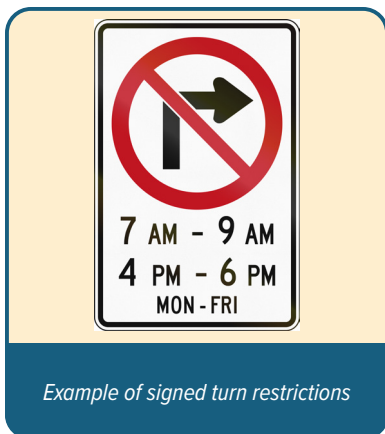
Criteria:

- An origin-destination study demonstrates at least 25% of the facility's traffic volume is non-local traffic. An origin-destination study uses vehicle's license plates along with timestamps at each end of a segment to determine if a vehicle is local or non-local.
- A through circulation and diversion study is required before installation.

| <i>Application</i> | Signed Turn Restrictions |
|---|---------------------------------|
| Roadway Functional Class | <i>Collector – Local</i> |
| Location | <i>Intersection</i> |
| Posted Speed Limit | <i>Any Speed</i> |
| Volume | <i>Any Volume</i> |
| Cut-Through Traffic | <i>> 25% non-local</i> |
| Bike Lane | <i>Appropriate</i> |
| Transit Route | <i>Appropriate</i> |
| Commercial/Industrial Access Route | <i>Appropriate</i> |
| Emergency Vehicle Route | <i>Appropriate</i> |
| Grade | <i>Any Slope</i> |



NEIGHBORHOOD ACCESS CONTROL: SIGNED TURN RESTRICTIONS



Example of signed turn restrictions



Example of signed turn restrictions

Scorecard

Signed Turn Restrictions

| Effectiveness | | |
|---------------|-----------------------|----|
| | Speed | 1 |
| | Volumes | 3 |
| | Cut-Through Traffic | 3 |
| | Collisions | 2 |
| | Pedestrian Safety | 2 |
| | Bicycle Safety | 3 |
| Impacts | | |
| | Emergency Vehicles | ✓ |
| | Impacts on Noise | ✓ |
| | On-Street Parking | ✓ |
| | Cost | \$ |
| | Underground Utilities | ✓ |

Effectiveness

- 1 - Low Effectiveness
- 2 - Medium Effectiveness
- 3 - High Effectiveness
- 4 - Very High Effectiveness

Impacts

- ✓ Reduces
- ⬆ Increases
- ✗ Impacts
- ✓ No Impact

Cost

- \$ - Less than \$2,000
- \$\$ - \$2,000 - \$19,999
- \$\$\$ - \$2,0000 - \$50,000
- \$\$\$\$ - Greater than \$50,000



STRIPING: TRANSVERSE RUMBLE STRIPS



DESCRIPTION

Transverse rumble strips are a series of striped grooves in the roadway that provide a tactile and audible warning for drivers approaching a road feature. Transverse rumble strips are placed in the travel lane perpendicular to the direction of travel and are typically located on approaches to intersections, toll plazas, and horizontal curves.

Advantages:

- Increases driver awareness

Disadvantages:

- Generates noise that can be an issue in residential areas

Cost:

- \$2.00 per linear foot

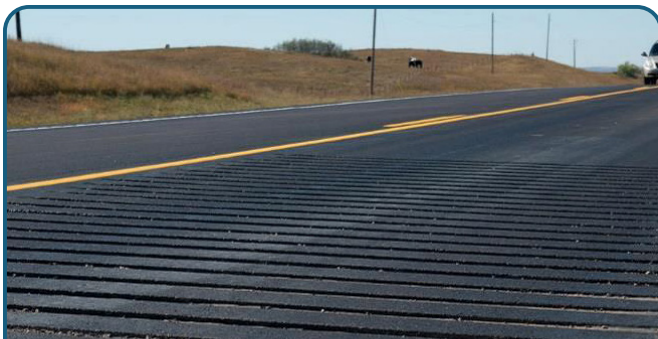
Design Standard:

- 3J.02

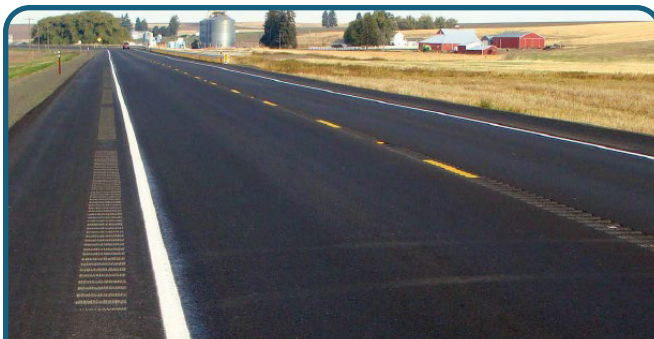
| <i>Application</i> | Transverse Rumble Strips |
|---|--|
| Roadway Functional Class | <i>Major Highway – Secondary Highway – Collector</i> |
| Location | <i>Segment</i> |
| Posted Speed Limit | <i>Any Speed</i> |
| Volume | <i>Any Volume</i> |
| Cut-Through Traffic | <i>Any Amount</i> |
| Bike Lane | <i>Appropriate with Conditions</i> |
| Transit Route | <i>Appropriate</i> |
| Commercial/Industrial Access Route | <i>Appropriate</i> |
| Emergency Vehicle Route | <i>Appropriate</i> |
| Grade | <i>Any Slope</i> |



STRIPING: TRANSVERSE RUMBLE STRIPS



Example of Transverse Rumble Strip on Road



Example of Transverse Rumble Strip in Shoulder and Centerline

Scorecard

Transverse Rumble Strips

| Effectiveness | | |
|---------------|-----------------------|----|
| | Speed | 2 |
| | Volumes | 1 |
| | Cut-Through Traffic | 1 |
| | Collisions | 2 |
| | Pedestrian Safety | 2 |
| | Bicycle Safety | 1 |
| Impacts | | |
| | Emergency Vehicles | ✓ |
| | Impacts on Noise | ⚠ |
| | On-Street Parking | ✓ |
| | Cost | \$ |
| | Underground Utilities | ✓ |

Effectiveness

- 1 - Low Effectiveness
- 2 - Medium Effectiveness
- 3 - High Effectiveness
- 4 - Very High Effectiveness

Impacts

- ✔ Reduces
- ⚠ Increases
- ✘ Impacts
- ✓ No Impact

Cost

- \$ - Less than \$2,000
- \$\$ - \$2,000 - \$19,999
- \$\$\$ - \$2,0000 - \$50,000
- \$\$\$\$ - Greater than \$50,000



STRIPING: CENTERLINE AND EDGELINE STRIPING



DESCRIPTION

Roadway striping can be used as a traffic calming measure to narrow travel lane widths and create roadways that more effectively delineate space for various uses. Striping can be used to delineate centerlines, edge lines, parking lanes, and bicycle lanes where previous striping is not present or where the street can be restriped to create a new roadway configuration. The added constraints can reduce speeds by influencing drivers to exercise caution and stay within the designated travel lane(s).

Advantages:

- Can be used to improve access and comfort for vulnerable road users
- Does not slow emergency vehicles
- Low cost; quick and easy to implement
- Can increase caution and reduce speeds

Disadvantages:

- Requires regular maintenance - consider use of materials with higher retroreflectivity and durability ratings to reduce maintenance costs
- Less effective in reducing speed than other tools

Cost:

- \$1 per linear foot (LF)

Design Guidance:

- CAMUTCD - Section 3B.01 & 3B.06
- Center line markings shall be placed on all paved urban arterials and collectors that have a traveled way of 20 feet or more in width and an ADT of 6,000 vehicles per day or greater. (CA MUTCD Section 3B.01)
- Center line markings shall be placed on all paved two-way streets or highways that have three or more lanes for moving motor vehicle traffic. (CA

MUTCD Section 3B.01)

- Centerline may be placed on collectors and local streets so long as the resulting lane width is at least 12 feet.
- The edge line should be placed 2 inch from the edge of traveled way, approximately 12 feet from the lane line or centerline. (CA MUTCD Section 3B.06)
- Edgeline markings may be placed on streets and highways with or without centerline markings.

Criteria:

- Recommend to install centerline and/or edgeline striping along segments where the 85th percentile speed exceeds the posted limit by more than 5 mph.
- Recommend to install centerline striping along segments with a history of head-on or speed related collisions.
- Recommend to install edgeline striping along segments with a history of sideswipe collisions with parked vehicles or speed related collisions.

Effectiveness:

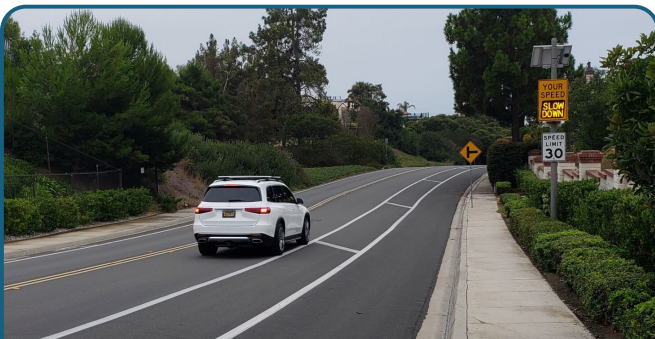
- Studies have found striping can reduce vehicle speeds by 1 mph - 7 mph.*

| Application | Centerline | Edgeline Striping |
|---------------------------------|---|---|
| Roadway Functional Class | Major Highway – Secondary Highway – Collector – Local | Major Highway – Secondary Highway – Collector – Local |
| Location | Segment | Segment |
| Posted Speed Limit | Any Speed | Any Speed |
| Volume | ADT >3,000 vpd | ADT >3,000 vpd |
| Cut-Through Traffic | Any Amount | Any Amount |
| Bike Lane | Appropriate | Appropriate |
| Transit Route | Appropriate | Appropriate |



STRIPING: CENTERLINE AND EDGELINE STRIPING

| | | |
|------------------------------------|-------------|-------------|
| Commercial/Industrial Access Route | Appropriate | Appropriate |
| Emergency Vehicle Route | Appropriate | Appropriate |
| Grade | Any Slope | Any Slope |



Example of edge line striping



Example of edge line striping for on street parking

Scorecard

| | | Centerline | Edgeline Striping |
|----------------------|-----------------------|------------|-------------------|
| Effectiveness | | | |
| | Speed | 2 | 2 |
| | Volumes | 1 | 1 |
| | Cut-Through Traffic | 1 | 1 |
| | Collisions | 2 | 2 |
| | Pedestrian Safety | 1 | 1 |
| | Bicycle Safety | 2 | 3 |
| Impacts | | | |
| | Emergency Vehicles | ✓ | ✓ |
| | Impacts on Noise | ✓ | ✓ |
| | On-Street Parking | ✓ | ✓ |
| | Cost | \$ | \$ |
| | Underground Utilities | ✓ | ✓ |

Effectiveness

- 1 - Low Effectiveness
- 2 - Medium Effectiveness
- 3 - High Effectiveness
- 4 - Very High Effectiveness

Impacts

- ✓ Reduces
- ⬆ Increases
- ✗ Impacts
- ✓ No Impact

Cost

- \$ - Less than \$2,000
 - \$\$ - \$2,000 - \$19,999
 - \$\$\$ - \$2,000 - \$50,000
 - \$\$\$\$ - Greater than \$50,000
- October 3, 2023, Reg. CC Mtg., Page # 52



DESCRIPTION

Electronic **speed radar feedback signs** utilize radar technology to measure an approaching vehicle’s speed and display it on a screen that is adjacent to the vehicle speed limit, alerting drivers to their current speed and helping to monitor excessive speeding. Speed feedback signs can also be made portable if mounted on a trailer with access to a power source.

Advantages:

- Speed feedback signs have demonstrated effectiveness in speed reduction
- Does not slow emergency vehicles
- Low cost, quick and easy to implement

Disadvantages:

- Signage alone does not guarantee responsible driver behavior
- Drivers may become desensitized over time, reducing long-term effectiveness
- Speed reporting can be replaced by instructions to slow down in cases of excessive speed.

Cost:

- \$10,000 per speed radar feedback sign

Design Guidance:

- CAMUTCD - Section 2B.13

Criteria:

- Recommend to install temporary or permanent speed radar feedback signs where the 85th percentile speed exceeds the posted limit by more than 5 mph and/or a segment with a history of speed related collisions.

Effectiveness:

- Studies have found that striping can reduce vehicle speeds by 2 mph - 7 mph.*

* FHWA, *Factors Influencing Operating Speeds and Safety on Rural and Suburban Roads* (2015)

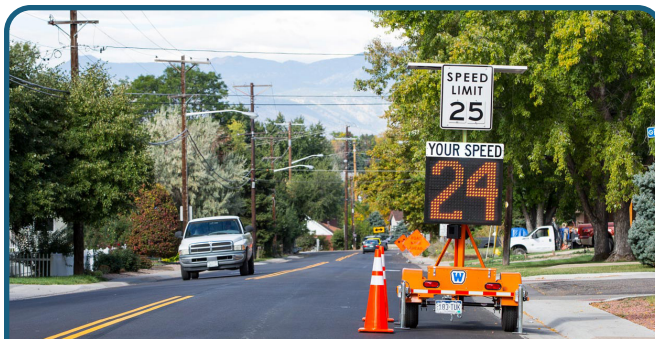
| Application | Speed Radar Feedback Sign |
|------------------------------------|---|
| Roadway Functional Class | Major Highway – Secondary Highway – Collector |
| Location | Segment |
| Posted Speed Limit | Any Speed |
| Volume | Any Volume |
| Cut-Through Traffic | Any Amount |
| Bike Lane | Appropriate |
| Transit Route | Appropriate |
| Commercial/Industrial Access Route | Appropriate |
| Emergency Vehicle Route | Appropriate |
| Grade | Any Slope |



SIGNAGE: SPEED RADAR FEEDBACK SIGN



Example of electronic speed radar feedback sign



Example of electronic speed radar feedback sign caption

Scorecard

Speed Radar Feedback Sign

Effectiveness

| | | |
|--|---------------------|---|
| | Speed | 3 |
| | Volumes | 1 |
| | Cut-Through Traffic | 1 |
| | Collisions | 1 |
| | Pedestrian Safety | 1 |
| | Bicycle Safety | 1 |

Impacts

| | | |
|--|-----------------------|----|
| | Emergency Vehicles | ✓ |
| | Impacts on Noise | ✓ |
| | On-Street Parking | ✓ |
| | Cost | \$ |
| | Underground Utilities | ✓ |

Effectiveness

- 1 - Low Effectiveness
- 2 - Medium Effectiveness
- 3 - High Effectiveness
- 4 - Very High Effectiveness

Impacts

- ✓ Reduces
- ⬆ Increases
- ✗ Impacts
- ✓ No Impact

Cost

- \$ - Less than \$2,000
- \$\$ - \$2,000 - \$19,999
- \$\$\$ - \$2,0000 - \$50,000
- \$\$\$\$ - Greater than \$50,000



DESCRIPTION

Pedestrian crossing improvements include a suite of tools to improve pedestrian safety and comfort. **High-visibility crosswalks** use bold striping patterns to help improve driver awareness and increase visibility of a pedestrian crossing. High-visibility crosswalks can include different types such as continental or ladder crosswalks.

Continental



Ladder



Advantages:

- Increases driver awareness of the pedestrian crossing
- Reduces pedestrian crossings at unmarked locations
- Easy to implement

Disadvantages:

- High-visibility crosswalks require regular maintenance
- Consider use of materials with higher retroreflectivity and durability to reduce maintenance costs

Cost:

- \$3,000 per crosswalk

Design Guidance:

- CAMUTCD - Section 3B.18

Criteria:

- Recommend converting an existing marked crosswalk to a high visibility crosswalk if the crosswalk is adjacent to a school, recreational facility, or other pedestrian generators.
- Recommend converting an existing marked crosswalk to a high visibility crosswalk if there is a history of pedestrian related collisions.
- New marked crosswalks at a location away from a traffic control signal or an approach controlled by a STOP or YIELD sign without other measures designed to reduce traffic speeds, shorten crossing distances, and provide active warning of pedestrian presence is discouraged.

Application

| | High-Visibility Cross Walk |
|---|--|
| Roadway Functional Class | <i>Major Highway – Secondary Highway – Collector – Local</i> |
| Location | <i>Segment – Intersection</i> |
| Posted Speed Limit | <i>Any Speed</i> |
| Volume | <i>Any Volume</i> |
| Cut-Through Traffic | <i>Any Amount</i> |
| Bike Lane | <i>Appropriate</i> |
| Transit Route | <i>Appropriate</i> |
| Commercial/Industrial Access Route | <i>Appropriate</i> |
| Emergency Vehicle Route | <i>Appropriate</i> |
| Grade | <i>< 5%</i> |



Example of a high visibility continental crosswalk



Example of a high visibility ladder crosswalk

Scorecard

High-Visibility Cross Walk

| Effectiveness | | |
|---------------|-----------------------|------|
| | Speed | 2 |
| | Volumes | 1 |
| | Cut-Through Traffic | 1 |
| | Collisions | 3 |
| | Pedestrian Safety | 4 |
| | Bicycle Safety | 3 |
| Impacts | | |
| | Emergency Vehicles | ✓ |
| | Impacts on Noise | ✓ |
| | On-Street Parking | ✓ |
| | Cost | \$\$ |
| | Underground Utilities | ✓ |

Effectiveness

- 1 - Low Effectiveness
- 2 - Medium Effectiveness
- 3 - High Effectiveness
- 4 - Very High Effectiveness

Impacts

- ✓ Reduces
- ⬆ Increases
- ✗ Impacts
- ✓ No Impact

Cost

- \$ - Less than \$2,000
- \$\$ - \$2,000 - \$19,999
- \$\$\$ - \$2,0000 - \$50,000
- \$\$\$\$ - Greater than \$50,000



PEDESTRIAN CROSSING IMPROVEMENTS: CURB EXTENSIONS (BULBOUTS), PEDESTRIAN REFUGE ISLAND, ROADWAY RECONFIGURATION, AND RECTANGULAR RAPID FLASHING BEACONS (RRFBs)



DESCRIPTION

Crossing improvements include a suite of tools to improve pedestrian safety and comfort. **Curb extensions**, often called bulbouts when used at intersections, create additional sidewalk space for pedestrians while influencing drivers to reduce their speeds via reductions in lane width and increased curb radii. **Pedestrian refuge islands** provide a safe space within a roadway median for pedestrians to focus on one direction of oncoming traffic at a time and wait for a safe gap to cross the street. **Roadway reconfiguration** reconfigures the roadway by reducing the number of travel lanes along roadways with more than one lane in each direction and repurposing the space through the addition of curbside parking, medians with left-turn pockets or center two-way left-turn lanes, and/or dedicated bicycle facilities. **Rectangular Rapid Flashing Beacons (RRFBs)** flash LED lights to enhance pedestrian conspicuity and increase driver awareness at uncontrolled marked crosswalks.

Advantages:

For Bulbouts, Pedestrian Refuge Island, & RRFBs: *For Roadway Reconfiguration:*

- Increases driver awareness of the pedestrian crossing
- Reduces pedestrian crossings at unmarked locations
- Reduce vehicle speed and vehicle-pedestrian collisions
- Opportunity to increase aesthetic appeal
- Demonstrated effectiveness in reducing vehicle speed and collisions/collision severity
- May facilitate modal shift if used to install dedicated bicycle facilities
- Typically moderate cost to implement

Disadvantages:

For Bulbouts, Pedestrian Refuge Island, & RRFBs: *For Roadway Reconfiguration:*

- Can be costly to implement
- Bulbouts may complicate drainage design
- Bulbouts may interrupt bicycle facilities and/or reduce road space for bicyclists
- Refuge islands may cause pedestrian crossing time to increase waiting for gap in traffic
- Bulbouts may reduce on-street parking
- Bulbouts may impact right-turning emergency vehicles, buses, and trucks
- Reduces vehicle capacity of the roadway, potentially increasing congestion
- May increase vehicle traffic and congestion on alternate parallel roadways
- Increased congestion may slow emergency vehicles and transit
- Requires lengthy study and public engagement process prior to implementation

Cost:

- \$25,000-\$50,000 Curb Extension (Bulbout)
- Roadway Reconfiguration costs vary based on configuration changes
- \$20,000-\$40,000 per Pedestrian Refuge Island
- \$25,000-\$35,000 per Rectangular Rapid Flashing Beacon

Design Guidance:

- CAMUTCD, FHWA Guidelines

Criteria

- RRFBs are recommended at mid-block locations based on Table 1 of FHWA's Guide for Improving Pedestrian Safety at Uncontrolled Crossing Locations found in Appendix 1.

| Application | Curb Extensions (Bulbouts) | Pedestrian Refuge Island | Roadway Reconfiguration | Rectangular Rapid Flashing Beacons |
|------------------------------------|---|---|---|---------------------------------------|
| Roadway Functional Class | Major Highway – Secondary Highway – Collector – Local | Major Highway – Secondary Highway – Collector | Major Highway – Secondary Highway – Collector | Secondary Highway – Collector – Local |
| Location | Segment – Intersection | Segment – Intersection | Segment | Segment |
| Posted Speed Limit | Any Speed | <= 35 mph | >= 35mph | <= 40 mph |
| Volume | Any Volume | ADT > 9,000 vpd | ADT < 20,000 vpd | Any Volume |
| Cut-Through Traffic | Any Amount | Any Amount | Any Amount | Any Amount |
| Bike Lane | Appropriate | Appropriate | Appropriate | Appropriate |
| Transit Route | Appropriate with Conditions | Appropriate | Appropriate with Conditions | Appropriate |
| Commercial/Industrial Access Route | Appropriate with Conditions | Not Appropriate | Appropriate with Conditions | Appropriate |

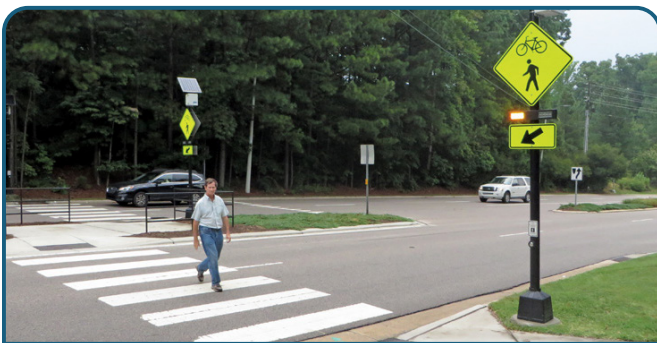


TRAFFIC CALMING TOOLKIT

TIER 3

PEDESTRIAN CROSSING IMPROVEMENTS: CURB EXTENSIONS (BULBOUTS), PEDESTRIAN REFUGE ISLAND, ROADWAY RECONFIGURATION, AND RECTANGULAR RAPID FLASHING BEACONS (RRFBs)

| | | | | |
|-------------------------|-----------------------------|-------------|-------------|-------------|
| Emergency Vehicle Route | Appropriate with Conditions | Appropriate | Appropriate | Appropriate |
| Grade | < 5% | < 5% | Any Slope | Any Slope |



Example of a rectangular rapid flashing beacon (RRFB) at a crossing



Example of a curb extension (bulbout) at a crossing

Scorecard

| Scorecard | | Curb Extensions (Bulbouts) | Pedestrian Refuge Island | Roadway Reconfiguration | Rectangular Rapid Flashing Beacons |
|----------------------|-----------------------|----------------------------|--------------------------|-------------------------|------------------------------------|
| Effectiveness | | | | | |
| | Speed | 3 | 2 | 3 | 2 |
| | Volumes | 1 | 1 | 2 | 1 |
| | Cut-Through Traffic | 1 | 1 | 2 | 1 |
| | Collisions | 2 | 2 | 3 | 3 |
| | Pedestrian Safety | 4 | 3 | 2 | 4 |
| | Bicycle Safety | 2 | 2 | 3 | 3 |
| Impacts | | | | | |
| | Emergency Vehicles | ✓ | ✓ | ✗ | ✓ |
| | Impacts on Noise | ✓ | ✓ | ✓ | ✓ |
| | On-Street Parking | ✗ | ✗ | ✗ | ✓ |
| | Cost | \$\$ | \$\$ | \$\$ | \$\$\$ |
| | Underground Utilities | ✗ | ✗ | ✗ | ✗ |

Effectiveness

- 1 - Low Effectiveness
- 2 - Medium Effectiveness
- 3 - High Effectiveness
- 4 - Very High Effectiveness

Impacts

- ✓ Reduces
- ✗ Increases
- ✗ Impacts
- ✓ No Impact

Cost

- \$ - Less than \$2,000
- \$\$ - \$2,000 - \$19,999
- \$\$\$ - \$2,0000 - \$50,000
- \$\$\$\$ - Greater than \$50,000



Example of a lateral shift

DESCRIPTION

Horizontal deflections are a suite of tools that create horizontal shifts in the roadway alignment, hindering the ability of drivers to travel in a straight line and forcing speed reductions to navigate. A **lateral shift** utilizes curb extensions to shift the roadway alignment in at least one direction. **Chicanes** are versions of a lateral shift, with multiple shifts in the roadway alignment forming S-shaped curves. A **two-lane choker** utilizes curb extensions at a mid-block location to physically narrow the roadway, while a **one-lane choker** does the same to reduce the roadway to one lane, forcing drivers to yield to and negotiate oncoming traffic. **Medians and partial medians** are raised islands along a roadway centerline that narrow the travel lanes and separate opposing traffic. While typically constructed using curb extensions, horizontal deflections can be accomplished with striping, signing, and delineators to lesser effect.

Advantages:

- Demonstrated effectiveness in reducing speeds
- Potential to improve pedestrian safety by reducing crossing distance
- Potential to reduce traffic volumes and cut-through traffic
- Opportunity to increase aesthetic appeal

Disadvantages:

- May inadvertently divert traffic onto adjacent streets
- May slow emergency vehicles
- In the absence of oncoming traffic, drivers may cross centerline to avoid reducing speed
- May complicate drainage design
- Consideration must be taken to accommodate bike facilities
- May reduce on-street parking
- Typically moderate to high cost

Cost:

- \$8,000-\$20,000 per Lateral Shift
- \$15,000-\$30,000 per One-Lane and Two-Lane Chokers
- \$10,000-\$30,000 per Chicane
- \$20,000-\$50,000 per medians/partial medians

Design Guidance:

- FHWA Traffic Calming ePrimer
- Two-Lane Choker
 - Typical minimum length is 20'
- Lateral Shift
 - Taper lengths per CAMUTCD
- Chicane
 - Curb extensions minimum length of 20'
 - Taper lengths per CAMUTCD
- One-Lane Choker
 - 16' wide travel lane
- Two-Lane Choker
 - Typical minimum length is 20'
 - Typical width is 6' - 8'
- Medians
 - Typical minimum length is 20'

Criteria:

- Recommend to install along segments where the 85th percentile speed exceeds the posted limit by more than 5 mph and/or a segment with a history of speed related collisions.

Effectiveness:

- Studies have found lateral shifts can reduce the 85th percentile speed by 11 mph.*
- Studies have found that chicanes can reduce the 85th percentile speed by 8 - 12 mph.**
- Studies have found medians can reduce fatal collisions by 50%.*

* FHWA, *Factors Influencing Operating Speeds and Safety on Rural and Suburban Roads* (2015)

**NACTO, *Mid-Block Speed Control: Chicane and Speed Humps*

| Application | Lateral Shift | Chicanes | Two-Lane Choker | One-Lane Choker | Medians/Partial Medians |
|--------------------------|-------------------|-----------------|-------------------|-----------------|---|
| Roadway Functional Class | Collector – Local | Local | Collector – Local | Local | Major Highway – Secondary Highway – Collector – Local |
| Location | Segment | Segment | Segment | Segment | Segment – Intersection |
| Posted Speed Limit | <= 35 mph | <= 35 mph | <= 35 mph | <= 25 mph | <= 45 mph |
| Volume | Any Volume | ADT < 5,000 vpd | ADT < 20,000 vpd | ADT < 3,000 vpd | Any Volume |
| Cut-Through Traffic | Any Amount | Any Amount | Any Amount | Any Amount | Any Amount |
| Bike Lane | Appropriate | Appropriate | Appropriate | Not Appropriate | Appropriate |
| Transit Route | Appropriate | Appropriate | Appropriate | Appropriate | Appropriate |



TRAFFIC CALMING TOOLKIT

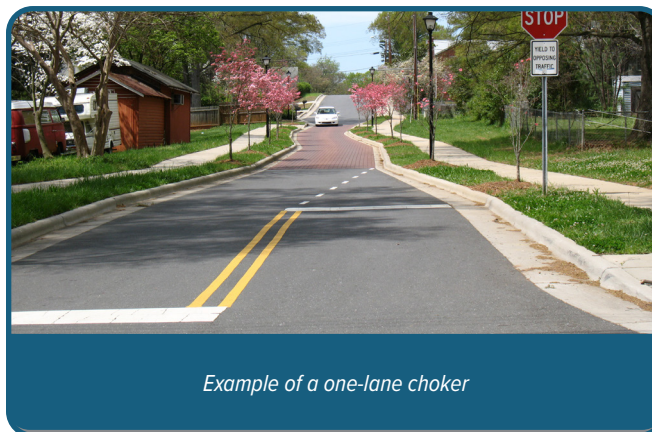
TIER 3

HORIZONTAL DEFLECTIONS: LATERAL SHIFT, CHICANES, TWO-LANE CHOKER, ONE-LANE CHOKER, AND MEDIANS/PARTIAL MEDIANS

| | | | | | |
|------------------------------------|-------------|-----------------------------|-------------|-----------------|-------------|
| Commercial/Industrial Access Route | Appropriate | Not Appropriate | Appropriate | Not Appropriate | Appropriate |
| Emergency Vehicle Route | Appropriate | Appropriate with Conditions | Appropriate | Not Appropriate | Appropriate |
| Grade | < 6% | < 6% | < 6% | < 6% | < 6% |



Example of a chicane



Example of a one-lane choker

Scorecard

| Scorecard | | Lateral Shift | Chicanes | Two-Lane Choker | One-Lane Choker | Medians/Partial Medians |
|----------------------|-----------------------|---------------|-------------|-----------------|-----------------|-------------------------|
| Effectiveness | | | | | | |
| | Speed | 2 | 3 | 2 | 4 | 2 |
| | Volumes | 1 | 2 | 2 | 4 | 2 |
| | Cut-Through Traffic | 2 | 2 | 2 | 4 | 1 |
| | Collisions | 1 | 1 | 2 | 1 | 3 |
| | Pedestrian Safety | 2 | 2 | 2 | 2 | 2 |
| | Bicycle Safety | 2 | 2 | 2 | 1 | 2 |
| Impacts | | | | | | |
| | Emergency Vehicles | ✓ | ✓ | ✓ | ✗ | ✓ |
| | Impacts on Noise | ✓ | ✓ | ✓ | ✓ | ✓ |
| | On-Street Parking | ✗ | ✗ | ✗ | ✗ | ✗ |
| | Cost | \$\$ | \$\$-\$\$\$ | \$\$-\$\$\$ | \$\$-\$\$\$ | \$\$\$ |
| | Underground Utilities | ✗ | ✗ | ✗ | ✗ | ✗ |

Effectiveness

- 1 - Low Effectiveness
- 2 - Medium Effectiveness
- 3 - High Effectiveness
- 4 - Very High Effectiveness

Impacts

- ✓ Reduces
- ⬆ Increases
- ✗ Impacts
- ✓ No Impact

Cost

- \$ - Less than \$2,000
 - \$\$ - \$2,000 - \$19,999
 - \$\$\$ - \$2,0000 - \$50,000
 - \$\$\$\$ - Greater than \$50,000
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Example of a forced turn island

DESCRIPTION

Neighborhood access control consist of a suite of tools that divert traffic away from select neighborhood streets, forcing drivers to use alternate routes. **Forced turn islands** are raised islands that restrict certain turning movements at an intersection approach, typically forcing drivers to turn right. **Median barriers** use raised islands along the centerline of a primary street to prevent through movements and left turns from side streets. **Diagonal diverters** place a raised barrier diagonally across an intersection to block through movements from each direction. **Partial closures** install permanent barriers such as islands, gates, or cul-de-sac conversions to close the street to traffic in one direction. The design of some of these tools can be modified to allow bicycle traffic to proceed unimpeded.

Advantages:

- Eliminates cut-through traffic
- Reduces vehicle speed and volume in immediate vicinity
- May improve intersection safety by reducing conflict points
- Reduces noise pollution in immediate vicinity
- Opportunity to increase aesthetic appeal

Disadvantages:

- Potential for disruption to local residents with road diversions causing increased travel time
- Traffic diverted to adjacent streets may create other traffic issues
- Delays emergency vehicles within local neighborhoods
- Typically moderate to high cost

Cost:

- \$5,000-\$20,000 per Forced Turn Island
- \$2,000-\$20,000 per Median Barrier
- Up to \$40,000 per Diagonal Diverter
- \$3,000-\$40,000 per Partial Closure

Design Guidance:

- FHWA Traffic Calming ePrimer

Criteria:

- An origin-destination study demonstrates at least 25% of the facility's traffic volume is non-local traffic. An origin-destination study uses vehicle's license plates along with timestamps at each end of a segment to determine if a vehicle is local or non-local.
- A through circulation and diversion study is required before installation.

| Application | Forced Turn Island | Median Barrier | Diagonal Diverter | Partial Closure |
|---|--------------------|-------------------|-------------------|-----------------|
| Roadway Functional Class | Collector – Local | Collector – Local | Local | Local |
| Location | Intersection | Intersection | Intersection | Intersection |
| Posted Speed Limit | <= 25 mph | <= 25 mph | <= 25 mph | <= 30 mph |
| Volume | Any Volume | Any Volume | ADT < 3,500 vpd | ADT < 3,500 vpd |
| Cut-Through Traffic | > 25% non-local | > 25% non-local | > 25% non-local | > 25% non-local |
| Bike Lane | Appropriate | Appropriate | Appropriate | Appropriate |
| Transit Route | Not Appropriate | Not Appropriate | Not Appropriate | Not Appropriate |
| Commercial/Industrial Access Route | Not Appropriate | Not Appropriate | Not Appropriate | Not Appropriate |



TRAFFIC CALMING TOOLKIT

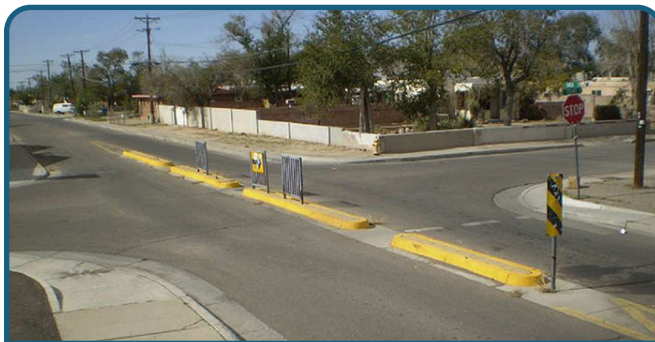
TIER 3

NEIGHBORHOOD ACCESS CONTROL: FORCED TURN ISLAND, MEDIAN BARRIER, DIAGONAL DIVERTER, PARTIAL CLOSURE

| | | | | |
|-------------------------|-----------------|-----------------|-----------------|-----------------|
| Emergency Vehicle Route | Not Appropriate | Not Appropriate | Not Appropriate | Not Appropriate |
| Grade | Any Slope | Any Slope | < 6% | Any Slope |



Example of a partial closure



Example of a median barrier

| Scorecard | | Forced Turn Island | Median Barrier | Diagonal Diverter | Partial Closure |
|----------------------|-----------------------|--------------------|----------------|-------------------|-----------------|
| Effectiveness | | | | | |
| | Speed | 2 | 2 | 3 | 3 |
| | Volumes | 2 | 2 | 2 | 2 |
| | Cut-Through Traffic | 4 | 4 | 4 | 4 |
| | Collisions | 3 | 3 | 2 | 2 |
| | Pedestrian Safety | 3 | 3 | 3 | 3 |
| | Bicycle Safety | 3 | 3 | 3 | 3 |
| Impacts | | | | | |
| | Emergency Vehicles | ✗ | ✗ | ✗ | ✓ |
| | Impacts on Noise | ✓ | ✓ | ✓ | ✓ |
| | On-Street Parking | ✗ | ✗ | ✗ | ✓ |
| | Cost | \$\$\$ | \$\$\$ | \$\$\$ | \$\$-\$\$\$ |
| | Underground Utilities | ✗ | ✗ | ✗ | ✗ |

Effectiveness

- 1 - Low Effectiveness
- 2 - Medium Effectiveness
- 3 - High Effectiveness
- 4 - Very High Effectiveness

Impacts

- ✓ Reduces
- ⬆ Increases
- ✗ Impacts
- ✓ No Impact

Cost

- \$ - Less than \$2,000
- \$\$ - \$2,000 - \$19,999
- \$\$\$ - \$2,000 - \$50,000
- \$\$\$\$ - Greater than \$50,000



DESCRIPTION

Modern **roundabouts** are large, raised islands that serve as a form of intersection control and are typically used in place of a traffic signal when upgrading a four-way stop-controlled intersection. Drivers circulate counterclockwise around the raised feature to traverse the intersection. Approaches to the intersection are yield-controlled and typically have flared entry lanes that increase capacity for the intersection and raised splitter islands that deflect and form gaps in traffic. Roundabouts substantially lower collision risk by reducing potential conflict points within an intersection.

Advantages:

- Demonstrated effectiveness in reducing collisions and collision severity
- May improve pedestrian safety by reducing conflict points from turning vehicles
- May reduce emissions and noise pollution from vehicles stopping and starting
- Lower operation and maintenance costs than a signalized intersection
- Opportunity to increase aesthetic appeal

Disadvantages:

- Typically requires a large physical footprint with potential right-of-way acquisition
- Consideration must be made to safely accommodate bicycle facilities
- May be difficult for large vehicles to navigate
- May reduce on-street parking
- High cost to implement
- Requires lengthy study and public engagement process prior to implementation

Cost:

- \$150,000 - \$2,000,000 per roundabout

Design Guidance:

- FHWA Guidelines, CAMUTCD

Application

| | Roundabout |
|------------------------------------|---|
| Roadway Functional Class | Major Highway – Secondary Highway – Collector |
| Location | Intersection |
| Posted Speed Limit | Any Speed |
| Volume | Any Volume |
| Cut-Through Traffic | Any Amount |
| Bike Lane | Appropriate with Conditions |
| Transit Route | Appropriate with Conditions |
| Commercial/Industrial Access Route | Appropriate with Conditions |
| Emergency Vehicle Route | Appropriate with Conditions |
| Grade | < 4% |



VERTICAL DEFLECTIONS: ROUNDABOUT



Example of a roundabout



Example of a roundabout

Scorecard

Roundabout

Effectiveness

| | | |
|--|---------------------|---|
| | Speed | 3 |
| | Volumes | 1 |
| | Cut-Through Traffic | 1 |
| | Collisions | 4 |
| | Pedestrian Safety | 3 |
| | Bicycle Safety | 2 |

Impacts

| | | |
|--|-----------------------|----------|
| | Emergency Vehicles | |
| | Impacts on Noise | |
| | On-Street Parking | |
| | Cost | \$\$\$\$ |
| | Underground Utilities | |

Effectiveness

- 1 - Low Effectiveness
- 2 - Medium Effectiveness
- 3 - High Effectiveness
- 4 - Very High Effectiveness

Impacts

- Reduces
- Increases
- Impacts
- No Impact

Cost

- \$ - Less than \$2,000
- \$\$ - \$2,000 - \$19,999
- \$\$\$ - \$2,0000 - \$50,000
- \$\$\$\$ - Greater than \$50,000



DESCRIPTION

Neighborhood access control diverts traffic away from select neighborhood streets, forcing drivers to use alternate routes. **Full closures** install permanent barriers such as islands, gates, or cul-de-sac conversions to close the street to traffic in both directions. The design of some of these tools can be modified to allow bicycle traffic to proceed unimpeded.

Advantages:

- Eliminates cut-through traffic
- May improve intersection safety by reducing conflict points
- Reduces noise pollution in immediate vicinity

Disadvantages:

- Eliminates cut-through traffic
- May improve intersection safety by reducing conflict points
- Reduces noise pollution in immediate vicinity

Cost:

- Up to \$100,000 for Full Closure

Design Guidance:

- FHWA Traffic Calming ePrimer

Criteria:

- An origin-destination study demonstrates at least 25% of the facility's traffic volume is non-local traffic. An origin-destination study uses vehicle's license plates along with timestamps at each end of a segment to determine if a vehicle is local or non-local.
- A through circulation and diversion study is required before installation.

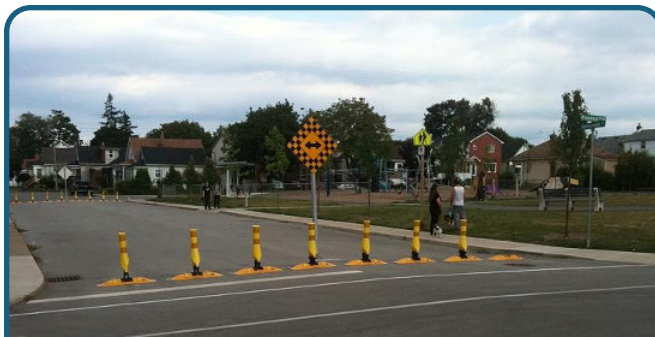
Application

Speed Legends

| Application | Speed Legends |
|------------------------------------|------------------------|
| Roadway Functional Class | Local |
| Location | Segment – Intersection |
| Posted Speed Limit | ≤ 30 mph |
| Volume | ADT < 4,000 vpd |
| Cut-Through Traffic | > 25% non-local |
| Bike Lane | Appropriate |
| Transit Route | Not Appropriate |
| Commercial/Industrial Access Route | Not Appropriate |
| Emergency Vehicle Route | Not Appropriate |
| Grade | Any Slope |



Example of a full closure for access control



Example of a full closure for access control

Scorecard

Full Closure

| Effectiveness | | |
|---------------|-----------------------|----------|
| | Speed | 3 |
| | Volumes | 2 |
| | Cut-Through Traffic | 4 |
| | Collisions | 2 |
| | Pedestrian Safety | 3 |
| | Bicycle Safety | 3 |
| Impacts | | |
| | Emergency Vehicles | |
| | Impacts on Noise | |
| | On-Street Parking | |
| | Cost | \$\$\$\$ |
| | Underground Utilities | |

Effectiveness

- 1 - Low Effectiveness
- 2 - Medium Effectiveness
- 3 - High Effectiveness
- 4 - Very High Effectiveness

Impacts

- Reduces
- Increases
- Impacts
- No Impact

Cost

- \$ - Less than \$2,000
- \$\$ - \$2,000 - \$19,999
- \$\$\$ - \$2,0000 - \$50,000
- \$\$\$\$ - Greater than \$50,000



DESCRIPTION

Vertical deflections are a suite of tools consisting of raised features along a roadway that force vehicles to reduce speed to comfortably traverse them. **Speed kidneys** are a series of elongated raised features with a curvilinear shape in the direction of traffic, giving vehicles the option to either pass over them or take a curvilinear path to avoid vertical discomfort. **Speed tables** are wider, flat-topped raised features that can accommodate most vehicles 'wheelbases, allowing slightly faster crossing speeds. Speed tables can be improved with crosswalk markings to create a raised crosswalk or expanded to cover an entire intersection to create a raised intersection.

Advantages:

- Demonstrated effectiveness in reducing vehicle speed and cut-through traffic
- May reduce traffic volumes and collision activity
- Typically low to moderate cost

Disadvantages:

- May inadvertently divert traffic onto adjacent streets
- May increase noise and air pollution as vehicles accelerate and decelerate
- Some tools slow transit, emergency vehicles, and trucks
- May complicate drainage design
- May reduce on-street parking

Cost:

- \$15,000-\$20,000 per speed kidney
- \$15,000-\$20,000 per speed table

Design Guidance:

- FHWA Publication No. FHWA-HRT-15-030
- Speed tables typical height is 3-3.5" and 22' length
- Arrangement of three speed lumps spaced 3-4' apart

Criteria:

- Recommend to install vertical deflections where the 85th percentile speed exceeds the posted limit by more than 5 mph and/or a segment with a history of speed related collisions.
- A through circulation and diversion study is required before installation.

Effectiveness:

- Studies have found speed tables can reduce the 85th percentile speed by 5 mph.*
- Studies have found speed kidneys can reduce the 85th percentile speed by 11.2 mph.**

* FHWA, Traffic Calming ePrimer * FHWA, Factors Influencing Operating Speeds and Safety on Rural and Suburban Roads (2015)

| Application | Speed Kidneys | Speed Table |
|------------------------------------|-------------------|-------------------|
| Roadway Functional Class | Collector – Local | Collector – Local |
| Location | Segment | Segment |
| Posted Speed Limit | <= 30 mph | <= 30 mph |
| Volume | ADT < 4,000 vpd | ADT < 7,500 vpd |
| Cut-Through Traffic | Any Amount | Any Amount |
| Bike Lane | Appropriate | Appropriate |
| Transit Route | Appropriate | Not Appropriate |
| Commercial/Industrial Access Route | Appropriate | Not Appropriate |



VERTICAL DEFLECTIONS: SPEED KIDNEYS AND SPEED TABLE

| | | |
|-------------------------|-------------|-----------------|
| Emergency Vehicle Route | Appropriate | Not Appropriate |
| Grade | < 8% | < 8% |



Example of speed kidney



Example of speed table

Scorecard

| | | Speed Kidneys | Speed Table |
|----------------------|-----------------------|---------------|-------------|
| Effectiveness | | | |
| | Speed | 3 | 3 |
| | Volumes | 2 | 3 |
| | Cut-Through Traffic | 2 | 3 |
| | Collisions | 2 | 2 |
| | Pedestrian Safety | 2 | 2 |
| | Bicycle Safety | 3 | 3 |
| Impacts | | | |
| | Emergency Vehicles | ✓ | ✗ |
| | Impacts on Noise | ✓ | ⚠ |
| | On-Street Parking | ✗ | ✗ |
| | Cost | \$\$ | \$\$ |
| | Underground Utilities | ✓ | ✗ |

Effectiveness

- 1 - Low Effectiveness
- 2 - Medium Effectiveness
- 3 - High Effectiveness
- 4 - Very High Effectiveness

Impacts

- ✓ Reduces
- ⚠ Increases
- ✗ Impacts
- ✓ No Impact

Cost

- \$ - Less than \$2,000
 - \$\$ - \$2,000 - \$19,999
 - \$\$\$ - \$2,000 - \$50,000
 - \$\$\$\$ - Greater than \$50,000
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DESCRIPTION

Vertical deflections are a suite of tools consisting of raised features along a roadway that force vehicles to reduce speed to comfortably traverse them. **Traffic circles** are used to slow down vehicular traffic at unsignalized intersections and feature landscaping to help focus road user attention on approaching traffic. **Raised crosswalks** provide an elevated crossing to reduce vehicle speed and better place pedestrians in a drivers field of vision. **Raised intersections** provide similar benefits to raised crosswalks but span the larger intersection area.

Advantages:

- Demonstrated effectiveness in reducing vehicle speed and cut-through traffic
- Raised crosswalk and intersections demonstrated effectiveness in improving pedestrian safety
- May reduce traffic volumes and collision activity
- Typically moderate cost
- Traffic circles do not heavily impact emergency vehicles and add to the aesthetic of the street.

Disadvantages:

- May inadvertently divert traffic onto adjacent streets
- May increase noise and air pollution as vehicles accelerate and decelerate
- Some tools slow transit, emergency vehicles, and trucks
- May complicate drainage design
- May reduce on-street parking
- Landscaping in traffic circles needs maintenance to maintain sight distance

Cost:

- \$15,000-\$20,000 per Traffic Circle
- \$15,000-\$20,000 per Raised Crosswalk
- \$30,000-\$60,000 per Raised Intersection

Design Guidance:

- Traffic Circle
 - FHWA Traffic Calming E-Primer
 - Typically minimum diameter of 9'
- Raised Intersection
 - FHWA Proven Safety Countermeasures
 - Typically rises no more than 3"
- Raised Crosswalk
 - FHWA-SA-18-063
 - Flush with the height of the sidewalk
 - Crosswalk table is typically at least 10 feet wide

Criteria:

- Recommend to install along segments where the 85th percentile speed exceeds the posted limit by more than 5 mph and/or a segment with a history of speed and pedestrian related collisions.
- A through circulation and diversion study is required before installation.
- Truck turning analysis is required to determine the feasibility of traffic circles at intersections.

Effectiveness:

- Studies have found traffic circles can reduce vehicles speeds by 5 - 13 mph within the limits of a traffic circle.*
- Studies have found raised crosswalks can reduce pedestrian collisions by 45%.**

* FHWA, Traffic Calming ePrimer ** PedSafe, Pedestrian Safety Guide and Countermeasure Selection System

| Application | Traffic Circle | Raised Crosswalk | Raised Intersection |
|--------------------------|------------------|------------------------|---------------------|
| Roadway Functional Class | Local | Collector – Local | Collector – Local |
| Location | Intersection | Segment – Intersection | Intersection |
| Posted Speed Limit | <= 25 mph | <= 30 mph | <= 35 mph |
| Volume | ADT < 10,000 vpd | ADT < 9,000 vpd | ADT < 4,000 vpd |
| Cut-Through Traffic | Any Amount | Any Amount | Any Amount |
| Bike Lane | Not Appropriate | Appropriate | Appropriate |



TRAFFIC CALMING TOOLKIT

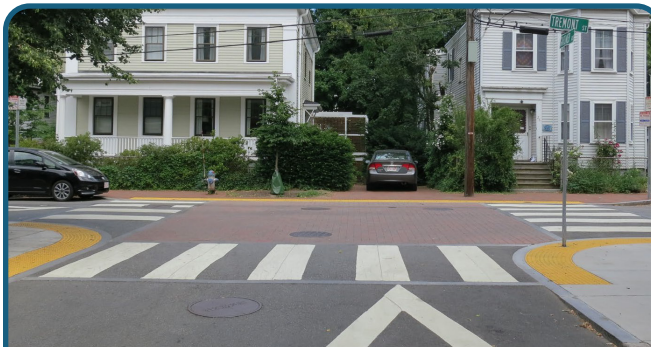
TIER 4

VERTICAL DEFLECTIONS: TRAFFIC CIRCLE, RAISED CROSSWALK, AND RAISED INTERSECTION

| | | | |
|------------------------------------|-----------------|-----------------|-----------------|
| Transit Route | Not Appropriate | Not Appropriate | Not Appropriate |
| Commercial/Industrial Access Route | Not Appropriate | Not Appropriate | Not Appropriate |
| Emergency Vehicle Route | Not Appropriate | Not Appropriate | Not Appropriate |
| Grade | < 4% | < 8% | < 8% |



Example of a traffic circle



Example of a raised intersection

Scorecard

| Scorecard | | Traffic Circle | Raised Crosswalk | Raised Intersection |
|----------------------|-----------------------|----------------|------------------|---------------------|
| Effectiveness | | | | |
| | Speed | 4 | 3 | 3 |
| | Volumes | 1 | 2 | 2 |
| | Cut-Through Traffic | 1 | 2 | 2 |
| | Collisions | 4 | 2 | 2 |
| | Pedestrian Safety | 1 | 4 | 4 |
| | Bicycle Safety | 1 | 3 | 3 |
| Impacts | | | | |
| | Emergency Vehicles | ✗ | ✗ | ✗ |
| | Impacts on Noise | ✓ | ⬆️ | ✓ |
| | On-Street Parking | ✗ | ✗ | ✓ |
| | Cost | \$\$\$ | \$\$ | \$\$\$ |
| | Underground Utilities | ✗ | ✓ | ✗ |

Effectiveness

- 1 - Low Effectiveness
- 2 - Medium Effectiveness
- 3 - High Effectiveness
- 4 - Very High Effectiveness

Impacts

- ⬆️ Reduces
- ⬆️ Increases
- ✗ Impacts
- ✓ No Impact

Cost

- \$ - Less than \$2,000
 - \$\$ - \$2,000 - \$19,999
 - \$\$\$ - \$2,000 - \$50,000
 - \$\$\$\$ - Greater than \$50,000
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TRAFFIC CALMING TOOLKIT

Tool Selection

| TOOL ELIGIBILITY SCREENING MATRIX | PARENT STRATEGY | PRIMARY CRITERIA | | | | | | | | | ADDITIONAL CRITERIA | | | | |
|---|----------------------------------|--------------------------|-------------------|-----------|-------|----------|--------------|--------------------|------------------|---------------------|---------------------|---------------|------------------------------------|--------------------------------|-----------|
| | | Roadway Functional Class | | | | Location | | Posted Speed Limit | Volume | Cut-Through Traffic | Bike Lane | Transit Route | Commercial/Industrial Access Route | Emergency Vehicle Access Route | Grade |
| | | Major Highway | Secondary Highway | Collector | Local | Segment | Intersection | | | | | | | | |
| GENERAL TOOLS | | | | | | | | | | | | | | | |
| <i>Enforcement</i> | Enforcement | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | Any Speed | Any Volume | Any Amount | ◆ | ◆ | ◆ | ◆ | Any Slope |
| <i>Education Programming</i> | Education | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | Any Speed | Any Volume | Any Amount | ◆ | ◆ | ◆ | ◆ | Any Slope |
| TIER 1 | | | | | | | | | | | | | | | |
| <i>Speed Legend</i> | Striping | ✓ | ✓ | ✓ | ✓ | ✓ | | Any Speed | Any Volume | Any Amount | ◆ | ◆ | ◆ | ◆ | Any Slope |
| <i>Signage</i> | Signage | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | Any Speed | Any Volume | Any Amount | ◆ | ◆ | ◆ | ◆ | Any Slope |
| <i>Reflective Sign Post Panel</i> | Signage | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | Any Speed | Any Volume | Any Amount | ◆ | ◆ | ◆ | ◆ | Any Slope |
| <i>Signed Turn Restrictions</i> | Neighborhood Access Control | | | ✓ | ✓ | | ✓ | Any Speed | Any Volume | > 25% non-local | ◆ | ◆ | ◆ | ◆ | Any Slope |
| <i>Transverse Rumble Strips</i> | Striping | ✓ | ✓ | ✓ | | ✓ | | Any Speed | Any Volume | Any Amount | ◇ | ◆ | ◆ | ◆ | Any Slope |
| TIER 2 | | | | | | | | | | | | | | | |
| <i>Centerline Striping</i> | Striping | ✓ | ✓ | ✓ | ✓ | ✓ | | Any Speed | ADT >3,000 vpd | Any Amount | ◆ | ◆ | ◆ | ◆ | Any Slope |
| <i>Edgeline Striping</i> | Striping | ✓ | ✓ | ✓ | ✓ | ✓ | | Any Speed | ADT >3,000 vpd | Any Amount | ◆ | ◆ | ◆ | ◆ | Any Slope |
| <i>Speed Radar Feedback Sign</i> | Signage | ✓ | ✓ | ✓ | ✓ | ✓ | | Any Speed | Any Volume | Any Amount | ◆ | ◆ | ◆ | ◆ | Any Slope |
| <i>High-Visibility Crosswalk</i> | Pedestrian Crossing Improvements | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | Any Speed | Any Volume | Any Amount | ◆ | ◆ | ◆ | ◆ | < 5% |
| TIER 3 | | | | | | | | | | | | | | | |
| <i>Curb Extensions (bulbouts)</i> | Pedestrian Crossing Improvements | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | Any Speed | Any Volume | Any Amount | ◆ | ◇ | ◇ | ◇ | < 5% |
| <i>Pedestrian Refuge Island</i> | Pedestrian Crossing Improvements | ✓ | ✓ | ✓ | | ✓ | ✓ | <= 35 mph | ADT > 9,000 vpd | Any Amount | ◆ | ◆ | ◆ | ◆ | < 5% |
| <i>Roadway Reconfiguration</i> | Pedestrian Crossing Improvements | ✓ | ✓ | ✓ | | ✓ | | >= 35mph | ADT < 20,000 vpd | Any Amount | ◆ | ◇ | ◇ | ◆ | Any Slope |
| <i>Rectangular Rapid-Flashing Beacons</i> | Pedestrian Crossing Improvements | | ✓ | ✓ | ✓ | ✓ | | <= 40 mph | Any Volume | Any Amount | ◆ | ◆ | ◆ | ◆ | Any Slope |
| <i>Lateral Shift</i> | Horizontal Deflections | | | ✓ | ✓ | ✓ | | <= 35 mph | Any Volume | Any Amount | ◆ | ◆ | ◆ | ◆ | < 6% |
| <i>Chicanes</i> | Horizontal Deflections | | | | ✓ | ✓ | | <= 35 mph | ADT < 5,000 vpd | Any Amount | ◆ | ◆ | ◆ | ◇ | < 6% |
| <i>Two-Lane Choker</i> | Horizontal Deflections | | | ✓ | ✓ | ✓ | | <= 35 mph | ADT < 20,000 vpd | Any Amount | ◆ | ◆ | ◆ | ◆ | < 6% |
| <i>One-Lane Choker</i> | Horizontal Deflections | | | | ✓ | ✓ | | <= 25 mph | ADT < 3,000 vpd | Any Amount | ◆ | ◆ | ◆ | ◆ | < 6% |
| <i>Medians and Partial Medians</i> | Horizontal Deflections | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | <= 45 mph | Any Volume | Any Amount | ◆ | ◆ | ◆ | ◆ | < 6% |
| <i>Forced Turn Island</i> | Neighborhood Access Control | | | ✓ | ✓ | | ✓ | <= 25 mph | Any Volume | > 25% non-local | ◆ | ◆ | ◆ | ◆ | Any Slope |
| <i>Median Barrier</i> | Neighborhood Access Control | | | ✓ | ✓ | | ✓ | <= 25mph | Any Volume | > 25% non-local | ◆ | ◆ | ◆ | ◆ | Any Slope |
| <i>Diagonal Diverter</i> | Neighborhood Access Control | | | | ✓ | | ✓ | <= 25 mph | ADT < 3,500 vpd | > 25% non-local | ◆ | ◆ | ◆ | ◆ | < 6% |
| <i>Partial Closure</i> | Neighborhood Access Control | | | | ✓ | | ✓ | <= 30 mph | ADT < 3,500 vpd | > 25% non-local | ◆ | ◆ | ◆ | ◆ | Any Slope |
| TIER 4 | | | | | | | | | | | | | | | |
| <i>Roundabout</i> | Vertical Deflections | ✓ | ✓ | ✓ | | | ✓ | Any Speed | Any Volume | Any Amount | ◇ | ◇ | ◇ | ◇ | < 4% |
| <i>Full Closure</i> | Neighborhood Access Control | | | | ✓ | ✓ | ✓ | <= 30 mph | ADT < 4,000 vpd | > 25% non-local | ◆ | ◆ | ◆ | ◆ | Any Slope |
| <i>Speed Kidneys</i> | Vertical Deflections | | | ✓ | ✓ | ✓ | | <= 30 mph | ADT <4,000 vpd | Any Amount | ◆ | ◆ | ◆ | ◆ | < 8% |
| <i>Speed Table</i> | Vertical Deflections | | | ✓ | ✓ | ✓ | | <= 30 mph | ADT <7,500 vpd | Any Amount | ◆ | ◆ | ◆ | ◆ | < 8% |
| <i>Traffic Circle</i> | Vertical Deflections | | | | ✓ | | ✓ | <=25 mph | ADT <10,000 vpd | Any Amount | ◆ | ◆ | ◆ | ◆ | < 4% |
| <i>Raised Crosswalk</i> | Vertical Deflections | | | ✓ | ✓ | ✓ | ✓ | <=30 mph | ADT <9,000 vpd | Any Amount | ◆ | ◆ | ◆ | ◆ | < 8% |
| <i>Raised Intersection</i> | Vertical Deflections | | | ✓ | ✓ | | ✓ | <=35 mph | ADT <4,000 vpd | Any Amount | ◆ | ◆ | ◆ | ◆ | < 8% |



TRAFFIC CALMING TOOLKIT

Tool Effectiveness & Impacts

Each tool was evaluated for its effectiveness at reducing the primary traffic calming issues of speed, traffic volumes, cut-through traffic, and collisions. Each tool was also evaluated for its potential to improve pedestrian bicycle safety. Additionally, the impact of each tool on emergency vehicles, noise pollution, and on-street parking was evaluated in addition to its typical cost range. Information was sourced from the Federal Highway Administration (FHWA) Traffic Calming ePrimer and the Institute of Transportation Engineers' (ITE) guide on traffic calming measures.

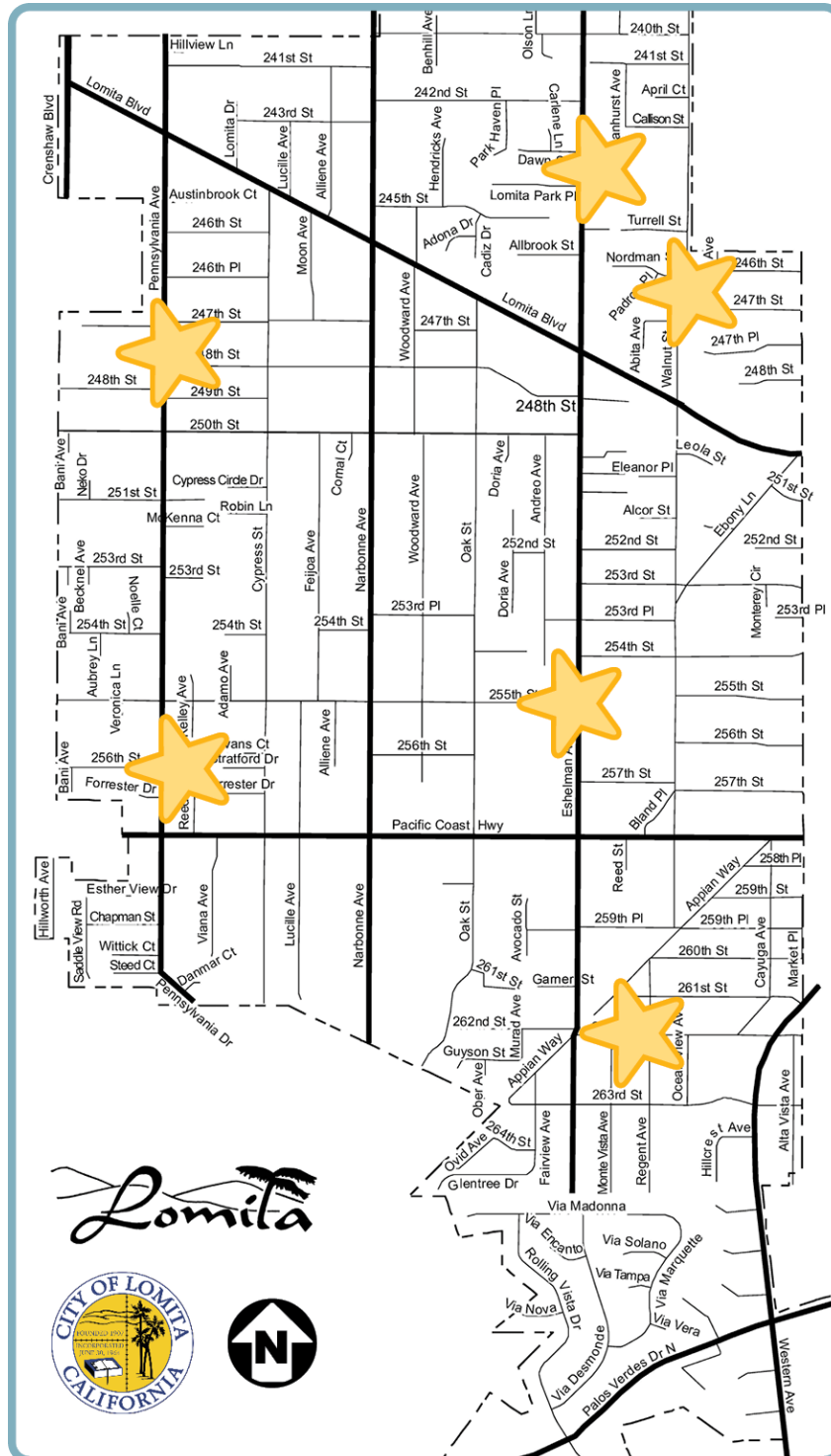
| | | | |
|--------------|------------|-----------|-------------|
| 1 Low | 2 Medium | 3 High | 4 Very High |
| ⬆️ Increases | ⬇️ Reduces | ⊗ Impacts | ✅ No Impact |
| \$ Cost | | | |

| TRAFFIC CALMING TOOLKIT | PARENT STRATEGY | EFFECTIVENESS | | | | | | IMPACT | | | | |
|------------------------------------|----------------------------------|---------------|--------|---------------------|------------|-------------------|-------------|--------------------|-------|-------------------|-------------|-----------------------|
| | | Speed | Volume | Cut-Through Traffic | Collisions | Pedestrian Safety | Bike Safety | Emergency Vehicles | Noise | On-Street Parking | Cost | Underground Utilities |
| GENERAL TOOLS | | | | | | | | | | | | |
| Enforcement | Enforcement | 4 | 1 | 2 | 2 | 3 | 3 | ✅ | ⬇️ | ✅ | \$\$ | ✅ |
| Education Programming | Education | 2 | 2 | 2 | 2 | 2 | 2 | ✅ | ⬇️ | ✅ | \$ | ✅ |
| TIER 1 | | | | | | | | | | | | |
| Speed Legend | Striping | 2 | 1 | 1 | 2 | 2 | 2 | ✅ | ✅ | ✅ | \$ | ✅ |
| Signage | Signage | 2 | 1 | 1 | 2 | 2 | 2 | ✅ | ✅ | ✅ | \$ | ✅ |
| Reflective Sign Post Panel | Signage | 1 | 1 | 1 | 2 | 1 | 2 | ✅ | ✅ | ✅ | \$ | ✅ |
| Signed Turn Restrictions | Neighborhood Access Control | 1 | 3 | 3 | 2 | 2 | 3 | ✅ | ✅ | ✅ | \$ | ✅ |
| Transverse Rumble Strips | Striping | 2 | 1 | 1 | 2 | 2 | 1 | ✅ | ⬆️ | ✅ | \$ | ✅ |
| TIER 2 | | | | | | | | | | | | |
| Centerline Striping | Striping | 2 | 1 | 1 | 2 | 1 | 2 | ✅ | ✅ | ✅ | \$ | ✅ |
| Edgeline Striping | Striping | 2 | 1 | 1 | 2 | 1 | 3 | ✅ | ✅ | ✅ | \$ | ✅ |
| Speed Radar Feedback Sign | Signage | 3 | 1 | 1 | 1 | 1 | 1 | ✅ | ✅ | ✅ | \$ | ✅ |
| High-Visibility Crosswalk | Pedestrian Crossing Improvements | 2 | 1 | 1 | 3 | 4 | 3 | ✅ | ✅ | ✅ | \$\$ | ✅ |
| TIER 3 | | | | | | | | | | | | |
| Curb Extensions (bulbouts) | Pedestrian Crossing Improvements | 3 | 1 | 1 | 2 | 4 | 2 | ✅ | ✅ | ⊗ | \$\$ | ⊗ |
| Pedestrian Refuge Island | Pedestrian Crossing Improvements | 2 | 1 | 1 | 2 | 3 | 2 | ✅ | ✅ | ⊗ | \$\$ | ⊗ |
| Roadway Reconfiguration | Pedestrian Crossing Improvements | 3 | 2 | 2 | 3 | 2 | 3 | ⊗ | ✅ | ⊗ | \$\$ | ⊗ |
| Rectangular Rapid-Flashing Beacons | Pedestrian Crossing Improvements | 2 | 1 | 1 | 3 | 4 | 3 | ✅ | ✅ | ✅ | \$\$\$ | ⊗ |
| Lateral Shift | Horizontal Deflections | 2 | 1 | 2 | 1 | 2 | 2 | ✅ | ✅ | ⊗ | \$\$\$ | ⊗ |
| Chicanes | Horizontal Deflections | 3 | 2 | 2 | 1 | 2 | 2 | ✅ | ✅ | ⊗ | \$\$-\$\$\$ | ⊗ |
| Two-Lane Choker | Horizontal Deflections | 2 | 2 | 2 | 2 | 2 | 2 | ✅ | ✅ | ⊗ | \$\$-\$\$\$ | ⊗ |
| One-Lane Choker | Horizontal Deflections | 4 | 4 | 4 | 1 | 2 | 1 | ⊗ | ✅ | ⊗ | \$\$-\$\$\$ | ⊗ |
| Medians and Partial Medians | Horizontal Deflections | 2 | 2 | 1 | 3 | 2 | 2 | ✅ | ✅ | ⊗ | \$\$-\$\$\$ | ⊗ |
| Forced Turn Island | Neighborhood Access Control | 2 | 2 | 4 | 3 | 3 | 3 | ⊗ | ⬇️ | ⊗ | \$\$\$ | ⊗ |
| Median Barrier | Neighborhood Access Control | 2 | 2 | 4 | 3 | 3 | 3 | ⊗ | ⬇️ | ⊗ | \$\$\$ | ⊗ |
| Diagonal Diverter | Neighborhood Access Control | 3 | 2 | 4 | 2 | 3 | 3 | ⊗ | ⬇️ | ⊗ | \$\$\$ | ⊗ |
| Partial Closure | Neighborhood Access Control | 3 | 2 | 4 | 2 | 3 | 3 | ✅ | ⬇️ | ✅ | \$\$\$ | ⊗ |
| TIER 4 | | | | | | | | | | | | |
| Roundabout | Vertical Deflections | 3 | 1 | 1 | 4 | 3 | 2 | ⊗ | ⬇️ | ⊗ | \$\$\$\$ | ⊗ |
| Full Closure | Neighborhood Access Control | 3 | 2 | 4 | 2 | 3 | 3 | ⊗ | ⬇️ | ✅ | \$\$\$\$ | ⊗ |
| Speed Kidneys | Vertical Deflections | 3 | 2 | 2 | 2 | 2 | 3 | ✅ | ✅ | ⊗ | \$ | ✅ |
| Speed Table | Vertical Deflections | 3 | 3 | 3 | 2 | 2 | 3 | ⊗ | ⬇️ | ⊗ | \$ | ✅ |
| Traffic Circle | Vertical Deflections | 4 | 1 | 1 | 4 | 1 | 1 | ⊗ | ✅ | ⊗ | \$\$\$ | ⊗ |
| Raised Crosswalk | Vertical Deflections | 3 | 2 | 2 | 2 | 4 | 3 | ⊗ | ⬇️ | ⊗ | \$\$ | ⊗ |
| Raised Intersection | Vertical Deflections | 3 | 2 | 2 | 2 | 4 | 3 | ⊗ | ✅ | ✅ | \$\$\$ | ⊗ |



Case Study Locations

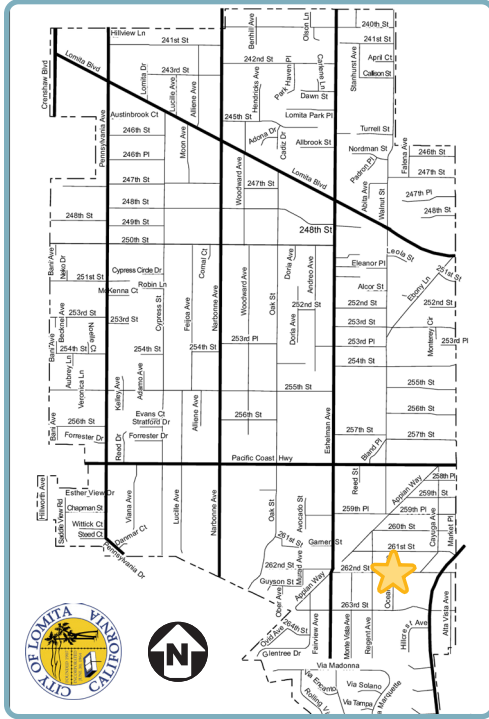
Based on resident feedback from the first community workshop, six (6) case study locations were determined and are used to help demonstrate how the toolkit could be implemented. The case study locations vary in facility type, facility user, and are at locations spread throughout the City. The possible tools for each case study location provide an incremental approach to traffic calming solutions that help to address the resident's traffic concerns identified in the community workshop.





CASE STUDY LOCATION #1: 262ND STREET BETWEEN ESHELMAN AVENUE & WESTERN AVENUE

LOCATION DESCRIPTION



EXISTING CONDITIONS

- Speed Limit: 25 MPH
- Street Width (Curb to Curb): 40'
- Street Classification: Local Street
- Approximate Daily Roadway Volume*:
 - 1,660 vehicles

CONCERNS

- Cut-through traffic
- Speeding

OBSERVATIONS

- Heavy southbound left volume at Eshelman Ave & 262nd St
- Cut-through traffic shall be validated through an origin-destination study. This study uses vehicle's license plates along with timestamps at each end of a segment to determine if a vehicle is local or non-local
- A through circulation and diversion study is required before installation

PROPOSED IMPROVEMENTS

*Vehicle volumes obtained from Replica



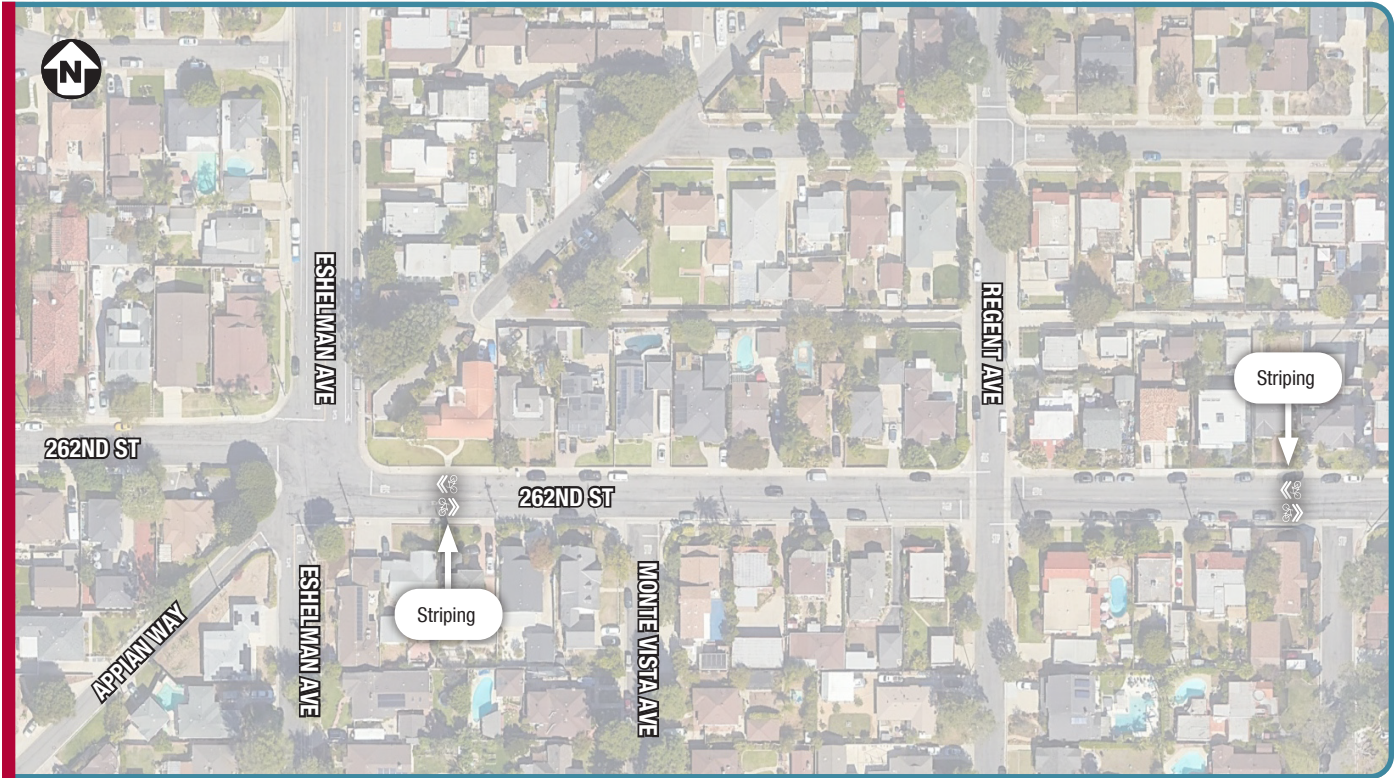
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CASE STUDY LOCATION #1: 262ND STREET BETWEEN ESHELMAN AVENUE & WESTERN AVENUE

PROPOSED IMPROVEMENTS

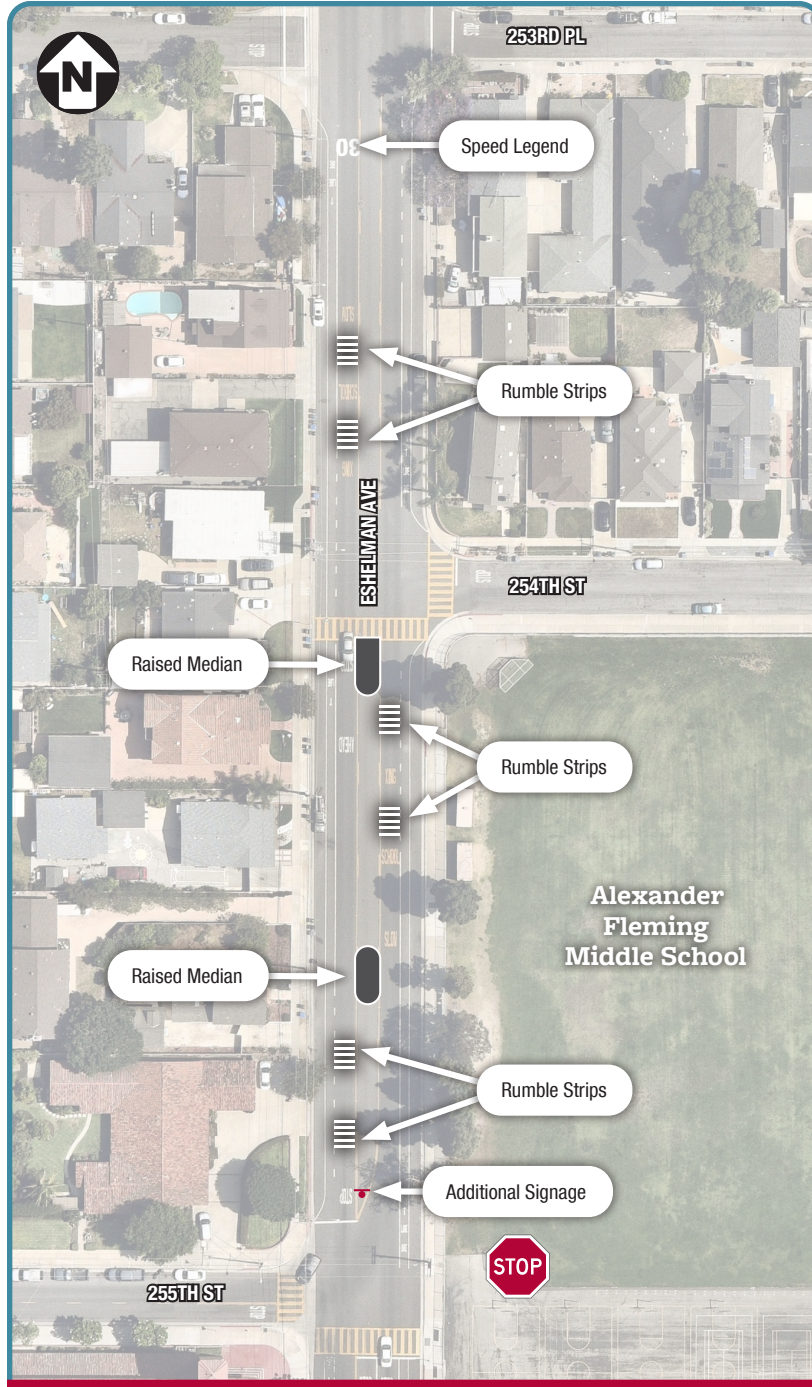
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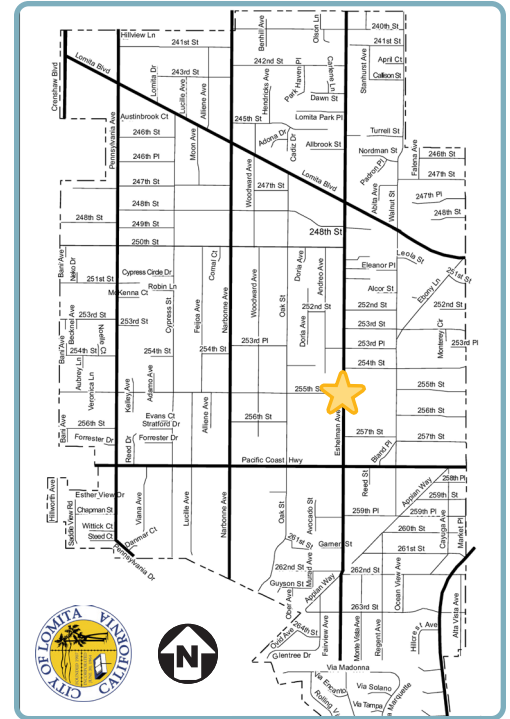
CASE STUDY LOCATION #2: ESHELMAN AVENUE BETWEEN 257TH STREET AND 253RD STREET

PROPOSED IMPROVEMENTS



MATCH TO PAGE 44 TOP LEFT

LOCATION DESCRIPTION



EXISTING CONDITIONS

- Speed Limit: 30 MPH
- Street Width (Curb to Curb): 60'
- Street Classification: Collector, Local Street
- Approximate Daily Roadway Volume*:
 - 4,650 vehicles

CONCERNS

- Pedestrian Safety

OBSERVATIONS

- Speeding

*Vehicle volumes obtained from Replica



CASE STUDY LOCATION #2: ESHELMAN AVENUE BETWEEN 257TH STREET AND 253RD STREET

PROPOSED IMPROVEMENTS

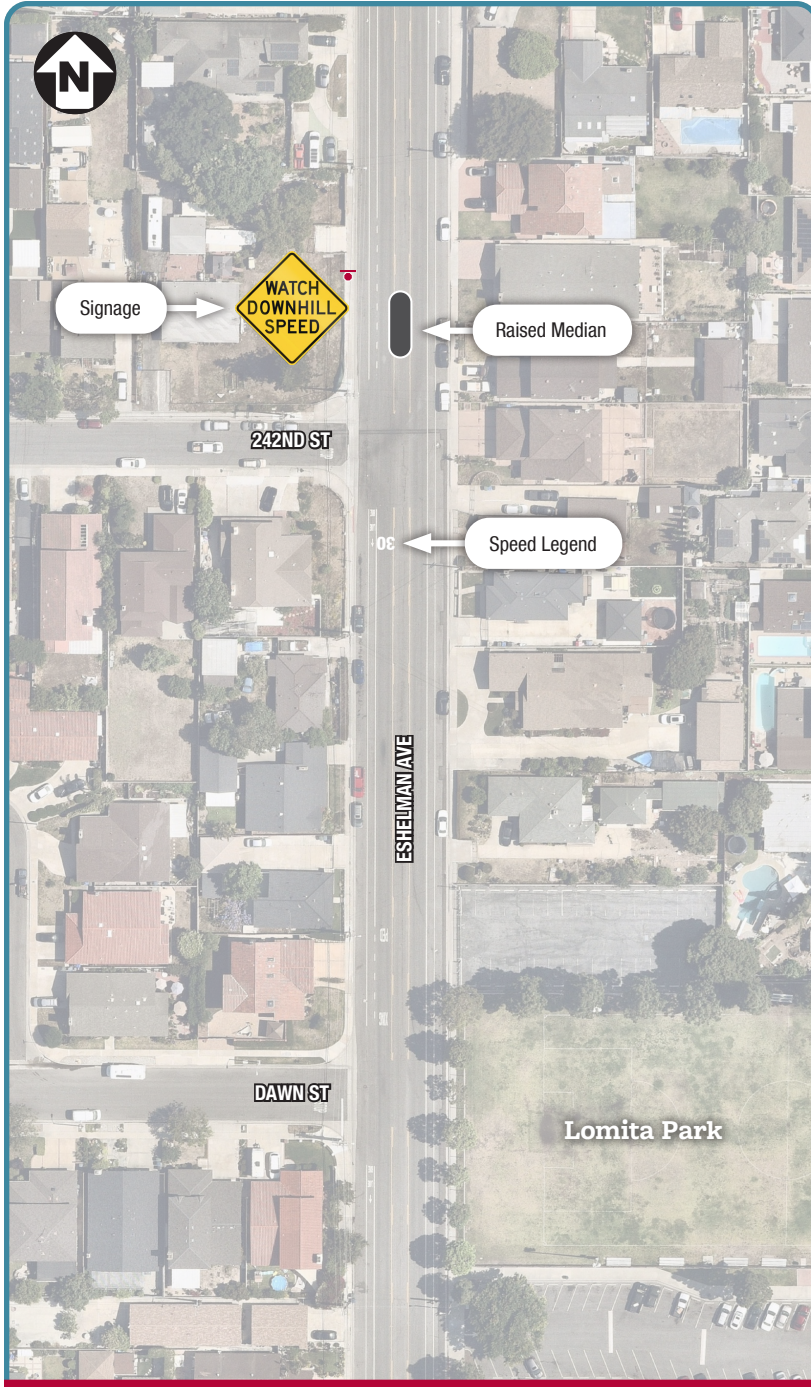
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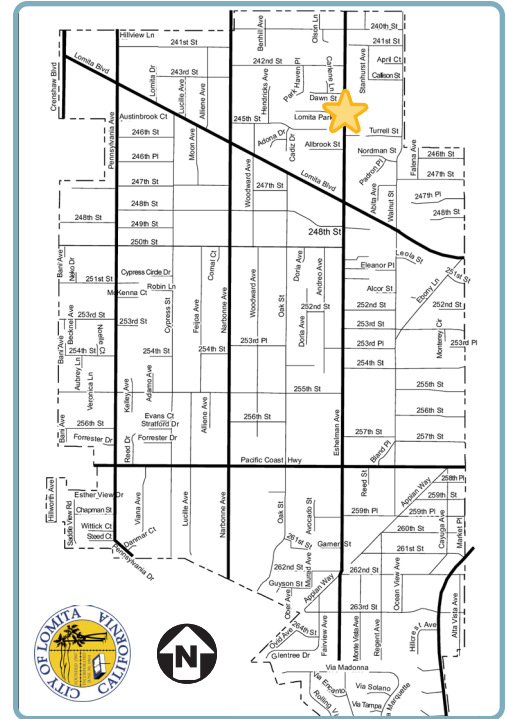
CASE STUDY LOCATION #3: ESHELMAN AVENUE BETWEEN ESHELMAN WAY AND 242ND STREET

PROPOSED IMPROVEMENTS



MATCH TO PAGE 46 TOP LEFT

LOCATION DESCRIPTION



EXISTING CONDITIONS

- Speed Limit: 30 MPH
- Street Width (Curb to Curb): 60'
- Street Classification: Collector Street
- Approximate Daily Roadway Volume*:
 - 2,690 vehicles

CONCERNS

- Pedestrian Safety

OBSERVATIONS

- Speeding

*Vehicle volumes obtained from Replica



CASE STUDY LOCATION #3: ESHELMAN AVENUE BETWEEN ESHELMAN WAY AND 242ND STREET

PROPOSED IMPROVEMENTS

MATCH TO PAGE 45 BOTTOM LEFT



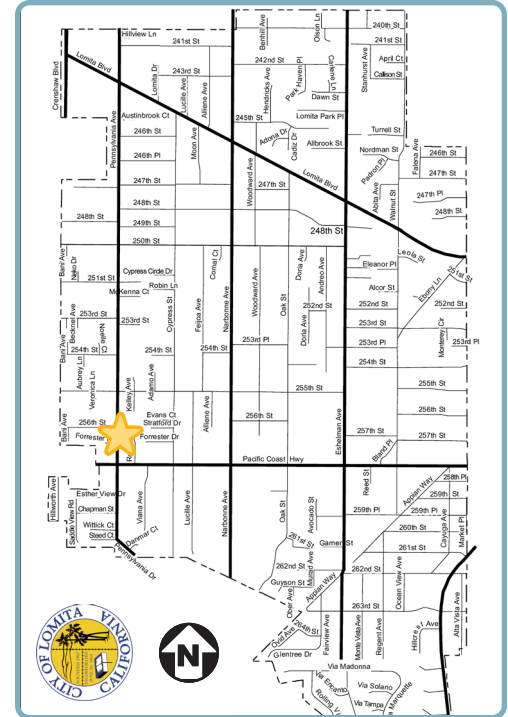


CASE STUDY LOCATION #4: PENNSYLVANIA AVENUE BETWEEN FORRESTER DRIVE AND 255TH STREET

PROPOSED IMPROVEMENTS



LOCATION DESCRIPTION



EXISTING CONDITIONS

- Speed Limit: 25 MPH
- Street Width (Curb to Curb): 35'
- Street Classification: Collector Street
- Approximate Daily Roadway Volume*:
 - 5,990 vehicles

CONCERNS

- Pedestrian Safety

*Vehicle volumes obtained from Replica

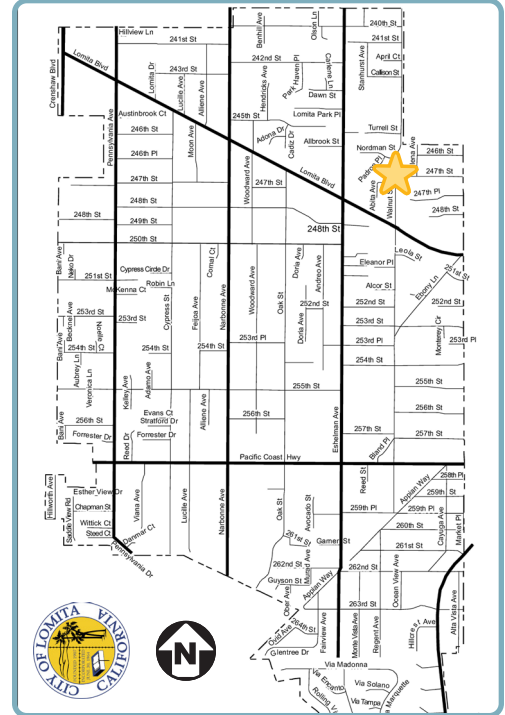


CASE STUDY LOCATION #5: WALNUT STREET BETWEEN 247TH STREET AND NORDMAN STREET 247TH STREET BETWEEN WALNUT STREET AND WESTERN AVENUE

PROPOSED IMPROVEMENTS



LOCATION DESCRIPTION



EXISTING CONDITIONS

- Speed Limit: 25 MPH
- Street Width (Curb to Curb): 35'
- Street Classification: Collector Street (Walnut St), Local Street (247th St)
- Approximate Daily Roadway Volume*:
 - 3,070 vehicles (Walnut St)
 - 1,890 vehicles (247th St)

CONCERNS

- Pedestrian Safety
- Cut-through traffic

OBSERVATIONS

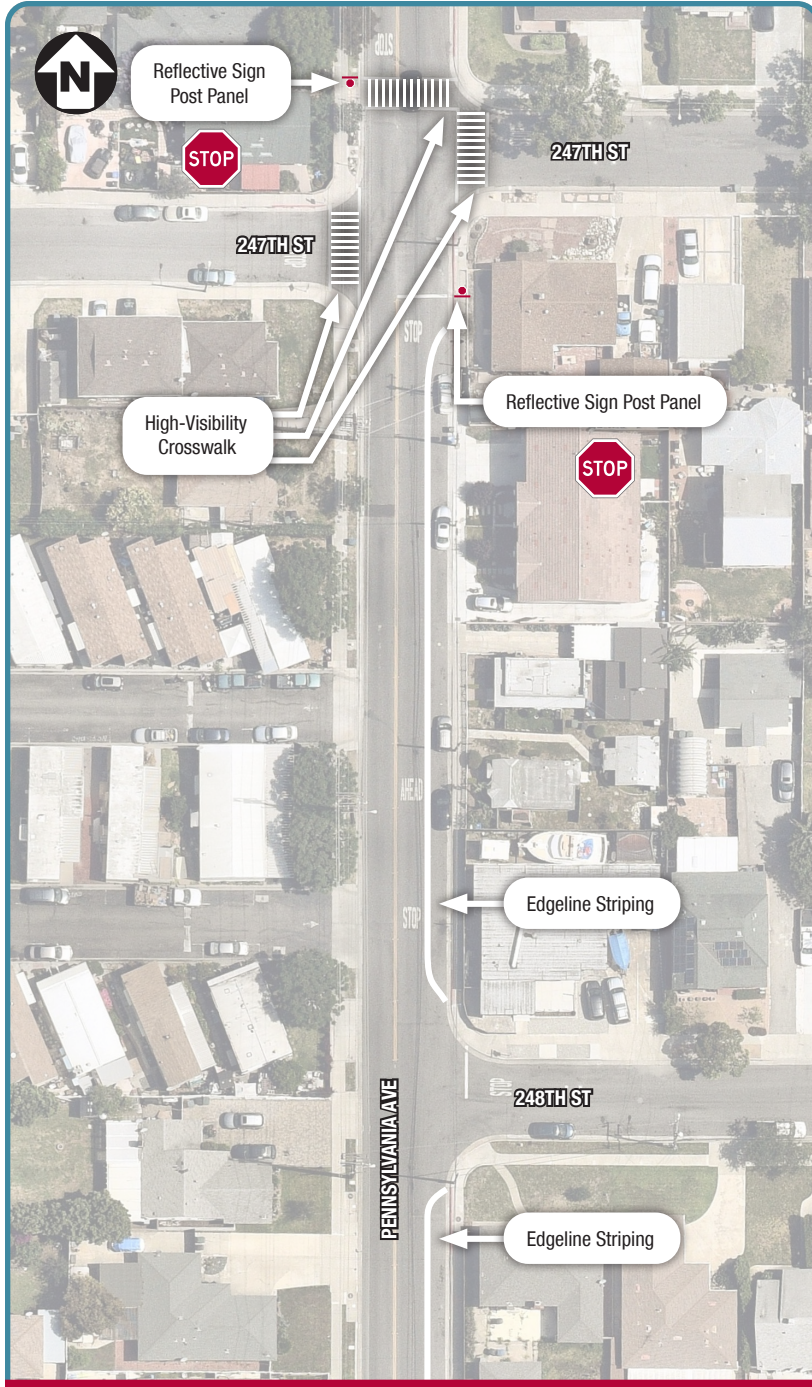
- Speeding

*Vehicle volumes obtained from Replica



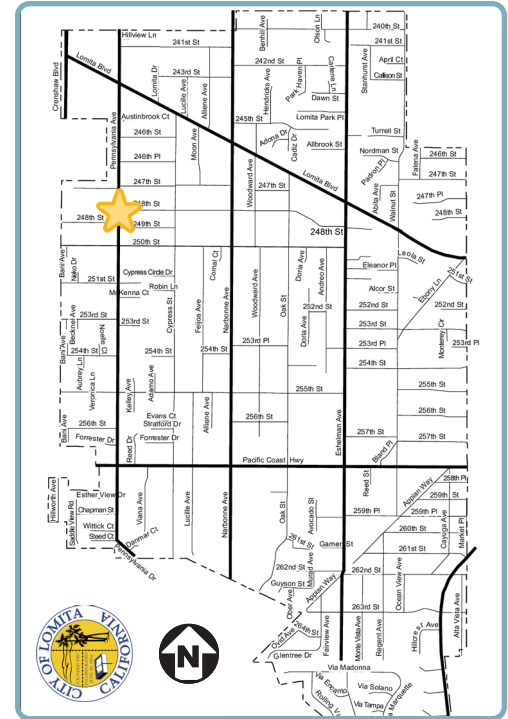
CASE STUDY LOCATION #6: PENNSYLVANIA AVENUE BETWEEN MCKENNA COURT AND 248TH STREET

PROPOSED IMPROVEMENTS



MATCH TO PAGE 50 TOP LEFT

LOCATION DESCRIPTION



EXISTING CONDITIONS

- Speed Limit: 25 MPH
- Street Width (Curb to Curb): 35'
- Street Classification: Collector Street
- Approximate Daily Roadway Volume*:
 - 4,550 vehicles

CONCERNS

- Pedestrian Safety
- Sight Distance/Visibility

OBSERVATIONS

- Speeding

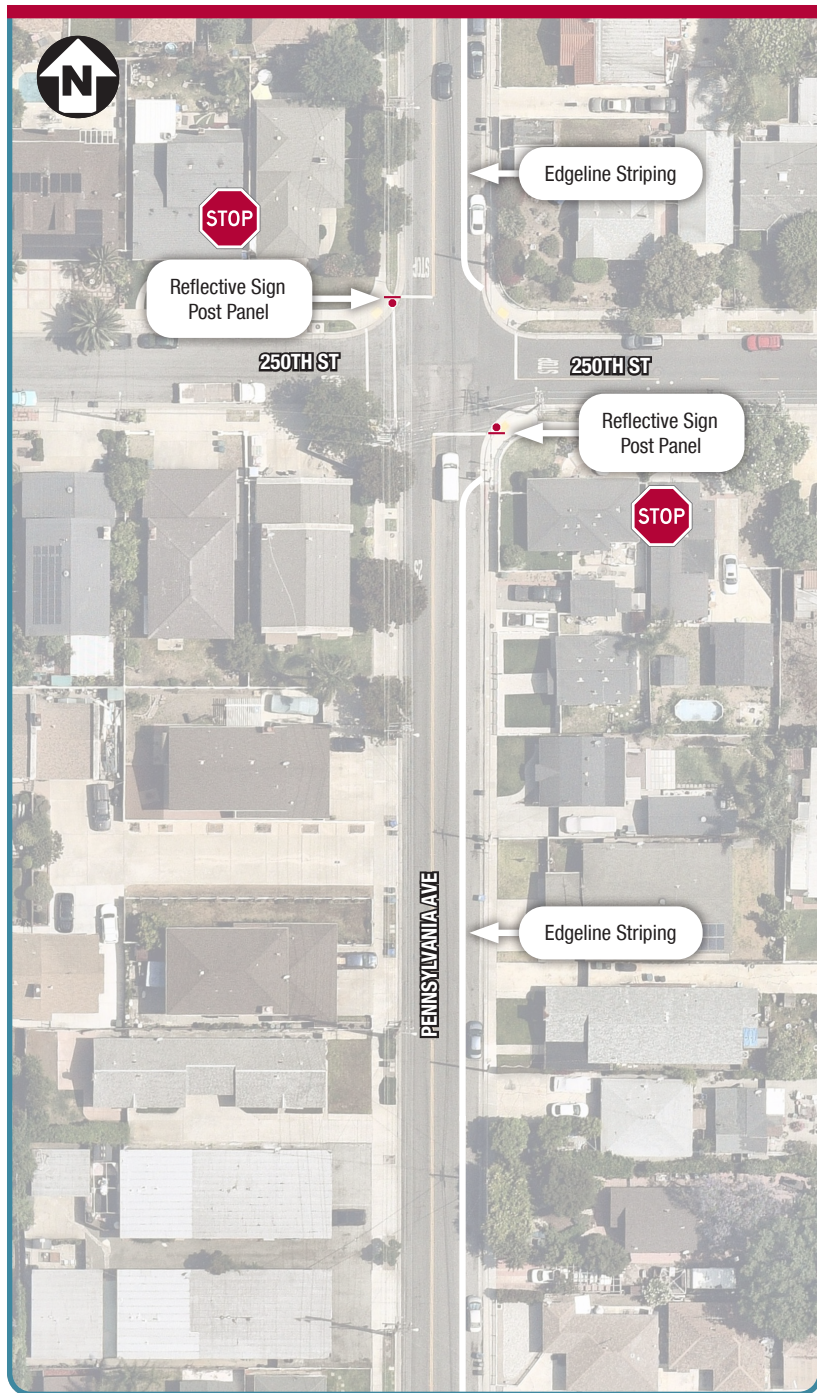
*Vehicle volumes obtained from Replica



CASE STUDY LOCATION #6: PENNSYLVANIA AVENUE BETWEEN MCKENNA COURT AND 248TH STREET

PROPOSED IMPROVEMENTS

MATCH TO PAGE 49 BOTTOM LEFT





APPENDIX 1

Guide for Improving Pedestrian Safety at Uncontrolled Crossing Locations

Table 1 provides initial countermeasure options for various roadway conditions. Each matrix cell indicates possibilities that may be appropriate for designated pedestrian crossings. Not all of the countermeasures listed in the matrix cell should necessarily be installed at a crossing.

For multi-lane roadway crossings with vehicle AADTs exceeding 10,000, a marked crosswalk alone is typically insufficient (Zegeer, 2005). Under such conditions, more substantial crossing improvements (such as the refuge island, PHB, and RRFB) are also needed to prevent an increase in pedestrian crash potential.

Table 1. Application of pedestrian crash countermeasures by roadway feature.

| Roadway Configuration | Posted Speed Limit and AADT | | | | | | | | |
|---|-----------------------------|--------|---------|---------------------------|--------|---------|----------------------|--------|---------|
| | Vehicle AADT <9,000 | | | Vehicle AADT 9,000–15,000 | | | Vehicle AADT >15,000 | | |
| | ≤30 mph | 35 mph | ≥40 mph | ≤30 mph | 35 mph | ≥40 mph | ≤30 mph | 35 mph | ≥40 mph |
| 2 lanes (1 lane in each direction) | ① 2 | ① | ① | ① | ① | ① | ① | ① | ① |
| | 4 5 6 | 5 6 | 5 6 | 4 5 6 | 5 6 | 5 6 | 4 5 6 | 5 6 | 5 6 |
| | 7 9 | 7 9 | ⑦ ⑨ | 7 9 | 7 9 | ⑦ ⑨ | 7 9 | 7 9 | ⑨ |
| 3 lanes with raised median (1 lane in each direction) | ① 2 3 | ① ③ | ① ③ | ① 3 | ① ③ | ① ③ | ① ③ | ① ③ | ① ③ |
| | 4 5 | 5 | 5 | 4 5 | 5 | 5 | 4 5 | 5 | 5 |
| | 7 9 | 7 9 | ⑦ ⑨ | 7 9 | ⑦ ⑨ | ⑦ ⑨ | 7 9 | ⑦ ⑨ | ⑨ |
| 3 lanes w/o raised median (1 lane in each direction with a two-way left-turn lane) | ① 2 3 | ① ③ | ① ③ | ① 3 | ① ③ | ① ③ | ① ③ | ① ③ | ① ③ |
| | 4 5 6 | 5 6 | 5 6 | 4 5 6 | 5 6 | 5 6 | 4 5 6 | 5 6 | 5 6 |
| | 7 9 | 7 9 | ⑨ | 7 9 | ⑦ ⑨ | ⑨ | 7 9 | ⑨ | ⑨ |
| 4+ lanes with raised median (2 or more lanes in each direction) | ① ③ | ① ③ | ① ③ | ① ③ | ① ③ | ① ③ | ① ③ | ① ③ | ① ③ |
| | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 |
| | 7 8 9 | 7 8 9 | 8 ⑨ | 7 8 9 | ⑦ 8 ⑨ | 8 ⑨ | ⑦ 8 ⑨ | 8 ⑨ | 8 ⑨ |
| 4+ lanes w/o raised median (2 or more lanes in each direction) | ① ③ | ① ③ | ① ③ | ① ③ | ① ③ | ① ③ | ① ③ | ① ③ | ① ③ |
| | 5 6 | 5 ⑥ | 5 ⑥ | 5 ⑥ | 5 ⑥ | 5 ⑥ | 5 ⑥ | 5 ⑥ | 5 ⑥ |
| | 7 8 9 | 7 8 9 | 8 ⑨ | 7 8 9 | ⑦ 8 ⑨ | 8 ⑨ | ⑦ 8 ⑨ | 8 ⑨ | 8 ⑨ |

Given the set of conditions in a cell,

- # Signifies that the countermeasure is a candidate treatment at a marked uncontrolled crossing location.
- Signifies that the countermeasure should always be considered, but not mandated or required, based upon engineering judgment at a marked uncontrolled crossing location.
- Signifies that crosswalk visibility enhancements should always occur in conjunction with other identified countermeasures.*

The absence of a number signifies that the countermeasure is generally not an appropriate treatment, but exceptions may be considered following engineering judgment.

- 1 High-visibility crosswalk markings, parking restrictions on crosswalk approach, adequate nighttime lighting levels, and crossing warning signs
- 2 Raised crosswalk
- 3 Advance Yield Here To (Stop Here For) Pedestrians sign and yield (stop) line
- 4 In-Street Pedestrian Crossing sign
- 5 Curb extension
- 6 Pedestrian refuge island
- 7 Rectangular Rapid-Flashing Beacon (RRFB)**
- 8 Road Diet
- 9 Pedestrian Hybrid Beacon (PHB)**

*Refer to Chapter 4, 'Using Table 1 and Table 2 to Select Countermeasures,' for more information about using multiple countermeasures.

**It should be noted that the PHB and RRFB are not both installed at the same crossing location.

This table was developed using information from: Zegeer, C.V., J.R. Stewart, H.H. Huang, P.A. Lagerwey, J. Feaganes, and B.J. Campbell. (2005). Safety effects of marked versus unmarked crosswalks at uncontrolled locations: Final report and recommended guidelines. FHWA, No. FHWA-HRT-04-100, Washington, D.C.; FHWA. Manual on Uniform Traffic Control Devices, 2009 Edition. (revised 2012). Chapter 4F, Pedestrian Hybrid Beacons. FHWA, Washington, D.C.; FHWA. Crash Modification Factors (CMF) Clearinghouse. <http://www.cmfclearinghouse.org/>; FHWA. Pedestrian Safety Guide and Countermeasure Selection System (PEDSAFE). <http://www.pedbikesafe.org/PEDSAFE/>; Zegeer, C., R. Srinivasan, B. Lan, D. Carter, S. Smith, C. Sundstrom, N.J. Thirsk, J. Zegeer, C. Lyon, E. Ferguson, and R. Van Houten. (2017). NCHRP Report 841: Development of Crash Modification Factors for Uncontrolled Pedestrian Crossing Treatments. Transportation Research Board, Washington, D.C.; Thomas, Thirsk, and Zegeer. (2016). NCHRP Synthesis 498: Application of Pedestrian Crossing Treatments for Streets and Highways. Transportation Research Board, Washington, D.C.; and personal interviews with selected pedestrian safety practitioners.





CITY OF LOMITA CITY COUNCIL REPORT

TO: City Council **Item No. PH 9a**

FROM: Ryan Smoot, City Manager

PREPARED BY: Gary Y. Sugano, Assistant City Manager

MEETING DATE: October 3, 2023

SUBJECT: Discussion and Consideration of a Resolution Amending Citywide Comprehensive User Fees and Charges

RECOMMENDATION

Adopt the attached resolution implementing the fee schedule effective December 4, 2023.

BACKGROUND/ANALYSIS

Under the State Constitution, public agencies can impose fees for government services when (1) the individual's decision to use the service is voluntary or subject to regulation and (2) the fees charged to an individual user are reasonably related to the level of service rendered and the cost of providing the service. The calculated cost of providing such service may include direct (e.g., hourly labor rate), indirect costs (e.g., benefits) and capital cost (e.g., information technology infrastructure). A fee may not exceed the estimated reasonable cost of providing the service or performing the activity.

On January 17, 2023, the City Council adopted a resolution establishing a revised master fee schedule to reflect a year-over-year CPI of 7.5%.

On January 18, 2022, the City Council adopted a resolution establishing a comprehensive master fee schedule applicable across all city departments. This updated all user fees based on current staff hourly rates (including benefits) including permissible overhead. In addition, a number of new fees were enacted to recover costs associated with plan checks related to private development and water utility activities, electric charging station, and clerk related fees.

Minor amendments are proposed as part of this action. For the Community Development Department, massage-related fees that were adopted in 2015 will be incorporated into the master fee schedule. In addition, clarifying language for administrative site plan and

sign review have been added as well as an updated landscape review fee and annual affordable housing recertification fee.

Recreation

The Lomita Railroad Museum rental fee is being proposed at a straight \$54/hr. instead of \$54/hr. for the first hour and \$47/hr. for each hour thereafter.

Public Works

A fee of \$1,742 for new water service connections is proposed as well as a reduction in fees for the second and third days of a moving package and temporary parking fees (for trailers, pods, etc.). Placement of above-ground assets such as overhead cable lines would be a straight \$462.25 plan check fee + the permit fee instead of being calculated at that cost every 50 linear feet.

OPTIONS:

1. Adopt the attached resolution implementing the fee schedule effective December 4, 2023.
2. Provide further direction to staff.

FISCAL IMPACT

Negligible.

ATTACHMENTS

1. Resolution and Master Fee Schedule

Prepared by:



Gary Y. Sugano
Assistant City Manager

Approved by:



Ryan Smoot
City Manager

RESOLUTION NO. 2023-20

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMITA, CALIFORNIA, ESTABLISHING AND ADOPTING CERTAIN FEES, RATES AND CHARGES FOR VARIOUS CITY SERVICES

Section 1. Recitals:

- a. Pursuant to the provisions of the California Constitution, the City of Lomita is authorized to adopt and implement fees, rates, and charges for municipal services; provided such fees, rates, and charges do not exceed the estimated reasonable cost of providing such services; and
- b. Pursuant to Government Code Sections 66014, 66017 and 66018, the specific fees to be charged for certain services must be adopted by resolution, following notice and public hearing; and
- c. On January 18, 2022, the City Council adopted Resolution No. 2022-04 establishing a new Comprehensive Master Fee Schedule. Minor amendments are proposed with this update.
- d. The City of Lomita provides services including, but not limited to, parks and recreation facility rentals, youth sports and adult exercise classes, various planning and zoning services, public works inspections and water utility related matters; and
- e. The City of Lomita incurs costs relative to staff time and materials in providing various services; and
- f. On October 3, 2023, the City Council held a duly noticed public hearing and accepted public testimony; and

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF LOMITA THAT:

Section 2. Findings: The City Council of the City of Lomita hereby determines and finds that:

- a. The fees, rates, and charges set forth in Exhibit A do not exceed the estimated reasonable cost of providing the service for which the fee, rate, or charge is levied.
- b. Funds are needed to defray the citywide cost of operating, maintaining, and providing services.
- c. The funds needed to defray such expenses can and should be obtained by charging fees for the services rendered by the various city departments

d. The fees, rates, and charges set forth in **Exhibit A** are hereby adopted and approved as the fees, rates, and charges for the services identified for each such fee, rate, or charge.

e. The setting of fees for such services is statutorily exempt from the requirements of the California Environmental Quality Act (CEQA) under Section 21080(b)(8) of the Public Resources Code.

f. The City may, at its discretion, raise certain user fees based on an increase in the City’s cost as a result of a change to the consumer price index for all urban consumers (CPI-U) for the Los Angeles-Long Beach-Anaheim area on an annual basis.

g. If any fee, rate, or charge adopted or increased by this Resolution is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such fee, rate, or charge shall be deemed a separate, distinct, and independent provision of this Resolution, and such holding shall not affect the validity of the remaining fees, rates, and charges adopted or revised herein.

Section 3. Effective Date: The fees, rates, and charges set forth in **Exhibit A** shall become effective on December 4, 2023 (60 days following adoption of this Resolution).

Section 4: The City Clerk shall certify the passage and adoption of this resolution and enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED, this 3rd day of October 2023.

Barry Waite, Mayor

ATTEST:

Kathleen Horn Gregory, MMC, City Clerk

APPROVED AS TO FORM:

Trevor Rusin, City Attorney

CITY OF LOMITA MASTER FEE SCHEDULE



Fee Schedule approved by City Council on October 3, 2023, and will go into effect on December 4, 2023.



Master Fee Schedule effective December 4, 2023

CITY CLERK'S OFFICE

| Service Description | Reference | Current Fee | Proposed Fee |
|---|------------------|---|---------------------|
| Aerial Photo Map (above standard size) | n/a | \$10.50 | No Change |
| Aerial Photo Map | n/a | \$5.00 | No Change |
| Copy Fee | n/a | \$0.15 per page | No Change |
| City Clerk Certifications | n/a | \$35.00 | No Change |
| Data provided on USB drive <ul style="list-style-type: none"> • 4GB • 8GB | n/a | \$5 \$10 | No Change |
| Dial-A-Ride Replacement Cards | n/a | \$5.00 | No Change |
| Miscellaneous Requests Not Identified on This Schedule | n/a | Staff Hourly Rate + materials | No Change |
| Non-Public Records Act and Non-Political Reform Act of 1974 Request Reproduction Fee | n/a | Staff Hourly Rate + \$0.15 per page | No Change |
| Reproduction of Records under the CA Public Records Act | n/a | Direct cost of duplication or statutory fee if applicable | No Change |
| Reproduction of Reports and Statements Filed under the Political Reform Act of 1974 | n/a | \$0.10 per page | No Change |
| Filing Fee – Candidate Statement | n/a | \$600 | No Change |
| Filing Fee – Candidate Nomination | n/a | \$25 | No Change |
| Filing Fee – Intent to Circulate a Petition | n/a | \$200 | No Change |
| Duces Tecum Subpoena (Per CA Evidence Code) | n/a | \$15.00 | No Change |



Master Fee Schedule effective December 4, 2023

BUSINESS LICENSE

| Service Description | Reference | Current Fee | Proposed Fee |
|--|------------------|--------------------|---------------------|
| Issuance of Business License (Processing Time) Applicable to all business licenses except home occupation permits | n/a | \$53.75 | No Change |
| Issue Business License Violation Notice | n/a | \$63.96 | No Change |
| Issue Business License Violation Citation | n/a | \$255.85 | No Change |
| Process Violation through Court System | n/a | \$255.85 | No Change |
| Sidewalk Vending Permit* | n/a | \$322.50 | No Change |



Master Fee Schedule effective December 4, 2023

CITYWIDE FEES

| Service Description | Reference | 100% Cost Recovery | Current Fee | Proposed Fee |
|--|------------------|---------------------------|-----------------------------------|---------------------|
| Electric Charging Station | n/a | n/a | 0.25/kWh and \$3.00/hour idle fee | No Change |
| Return Check Charge (NSF) – 1 st Returned Check | n/a | n/a; per Civil Code 1719 | \$25.00 | No Change |
| Return Check Charge (NSF) – each subsequent check by same person | n/a | n/a; per Civil Code 1719 | \$35.00 | No Change |



Master Fee Schedule effective December 4, 2023

ANIMAL CARE AND CONTROL

| Service Description | Reference | Current Fee | Proposed Fee |
|--|------------------------|----------------------------------|---------------------|
| Staff Research | Resolution No. 2010-51 | Staff Hourly Rate | No Change |
| Miscellaneous Requests Not Identified on this Schedule | Resolution No. 2010-51 | Staff Hourly Rate plus materials | No Change |



Master Fee Schedule effective December 4, 2023

**COMMUNITY DEVELOPMENT DEPARTMENT
(BUILDING & SAFETY & CODE ENFORCEMENT)**

| Service Description | Reference | Current Fee | Proposed Fee |
|--|--|--|--------------|
| BUILDING AND SAFETY | | | |
| LA County Building Fees | Resolution No. 99-21 | 100% above county fee | No Change |
| Staff Research | Last increase approved by City Council in January 2023 | Staff Hourly Rate | No Change |
| Miscellaneous Requests Not Identified on this Schedule | Last increase approved by City Council in January 2023 | Staff Hourly Rate plus materials | No Change |
| General Plan Update Fee | % of Building Permit Fee | 5% | No Change |
| CODE ENFORCEMENT | | | |
| Administrative Hearing Fee Including Appeals | Last increase approved by City Council in January 2023 | \$375.25 + Hearing Officer Cost | No Change |
| Attorney Charges | Last increase approved by City Council in January 2023 | Billed at current billable rate of legal counsel | No Change |
| Filing a Special Assessment | Last increase approved by City Council in January 2023 | \$150.50 | No Change |
| General Plan Update Fee | % of Building Permit Fee | 5% | No Change |
| Initial Inspection Fee | Last increase approved by City Council in January 2023 | \$150.50 | No Change |
| Miscellaneous Requests Not Identified on Schedule | Last increase approved by City Council in January 2023 | Staff Hourly Rate plus materials | No Change |
| Notary Services | Last increase approved by City Council in January 2023 | Actual notary cost | No Change |
| Nuisance Abatement | Last increase approved by City Council in January 2023 | \$215 + Cost | No Change |
| Record a Lien | Last increase approved by City Council in January 2023 | \$215 | No Change |
| Re-Inspection Fee | Last increase approved by City Council in January 2023 | \$150.50 | No Change |



Master Fee Schedule effective December 4, 2023

| Service Description | Reference | Current Fee | Proposed Fee |
|---|--|--------------------|---------------------|
| Special Cases | Last increase approved by City Council in January 2023 | Staff Hourly Rate | No Change |
| Staff Research | Last increase approved by City Council in January 2023 | Staff Hourly Rate | No Change |
| Vehicle Abatement | Last increase approved by City Council in January 2023 | \$268.75 + Cost | No Change |
| Weed Abatement Re-Inspection | Last increase approved by City Council in January 2023 | \$150.50 | No Change |
| Work Without a Permit Investigation | Last increase approved by City Council in January 2023 | \$376.25 | No Change |
| MESSAGE* | | | |
| New City Registration Certificate (CRC) Application Processing Fee (covers the cost of processing the application and ONE on-site inspection) | Adopted per Resolution No. 2015-7 | \$680.00 | \$680.00 |
| Renewal Fee | Adopted per Resolution No. 2015-7 | \$373.00 | \$373.00 |
| Miscellaneous Facility Inspection Fee | Adopted per Resolution No. 2015-7 | \$133.00 | \$133.00 |
| Change of Ownership Fee (covers the cost of processing the application and ONE on-site inspection) | Adopted per Resolution No. 2015-7 | \$680.00 | \$680.00 |
| Hearing Fee for Revocation Suspension before the Community Development Director | Adopted per Resolution No. 2015-7 | \$852.00 | \$852.00 |



Master Fee Schedule effective December 4, 2023

| Service Description | Reference | Current Fee | Proposed Fee |
|---|-----------------------------------|--------------------|---------------------|
| Appeal fee to a hearing in front of a hearing officer Deposit and billed at an hourly rate Unused funds to be refunded to the appellant- additional fee may be required if original deposit does not cover hearing officer's reasonable time for preparation, hearing and issuance of decision. | Adopted per Resolution No. 2015-7 | \$2,000 Deposit | \$2,000 Deposit |
| Change of Location Fee | Adopted per Resolution No. 2015-7 | \$680.00 | \$680.00 |

* The above massage-related fees are required in addition to any Business License fees and Zoning Clearance fees as required under the Lomita Municipal Code.



Master Fee Schedule effective December 4, 2023

**COMMUNITY DEVELOPMENT DEPARTMENT
(PLANNING)**

| Service Description | Reference | Current Fee | Proposed Fee |
|---|--|-------------------|--------------|
| Administrative Fees | | | |
| Administrative Site Plan Review (per property unless project includes a lot tie or lot consolidation) | Last increase approved by City Council in January 2023 | \$698.75 | No Change |
| Adult Use Business | Last increase approved by City Council in January 2023 | \$4,622.50 | No Change |
| Annual Affordable Housing Recertification | N/A | New | \$119.14 |
| Banner Installation (Bracket over Narbonne Av) | Last increase approved by City Council in January 2023 | \$241.88 | No Change |
| Certificate of Compliance | Last increase approved by City Council in January 2023 | \$182.75 | No Change |
| Film Permits | Last increase approved by City Council in January 2023 | \$182.75 | No Change |
| GIS Mapping Services | Last increase approved by City Council in January 2023 | Staff Hourly Rate | No Change |
| Inspections | Last increase approved by City Council in January 2023 | Staff Hourly Rate | No Change |
| Landscape Plan Review (All Others) | Last increase approved by City Council in January 2023 | \$365.50 | No Change |
| Landscape Plan Review (Single Family Residential) | Last increase approved by City Council in January 2023 | \$182.75 | No Change |
| Lot Merger | Last increase approved by City Council in January 2023 | \$645.00 | No Change |
| Lot Line Adjustment | Last increase approved by City Council in January 2023 | \$1,075.00 | No Change |
| Mailing Labels/Radius Map | Last increase approved by City Council in January 2023 | \$473.00 | No Change |



Master Fee Schedule effective December 4, 2023

| Service Description | Reference | Current Fee | Proposed Fee |
|--|--|--------------------------|---------------------|
| Pre-Application Meeting | Last increase approved by City Council in January 2023 | \$408.50 | No Change |
| Pre-Review for Building Permit | Last increase approved by City Council in January 2023 | \$182.75 | No Change |
| Residential Property Reports | Last increase approved by City Council in January 2023 | \$268.75 | No Change |
| Sign Review (per physical sign) | Last increase approved by City Council in January 2023 | \$161.25 | No Change |
| Special Event Permit | Last increase approved by City Council in January 2023 | \$215.00 | No Change |
| Temporary Banner Permit – Review | Last increase approved by City Council in January 2023 | \$68.26 | No Change |
| Telecommunications Facilities – Administrative Review | Last increase approved by City Council in January 2023 | \$1,612.50 | No Change |
| Water Efficient Landscape Ordinance Review | Replaces Landscape Plan Review | \$182.75/\$365.50 | \$1,400 |
| Zone Clearance | Last increase approved by City Council in January 2023 | \$102.66 | No Change |
| Zoning Letter | Last increase approved by City Council in January 2023 | \$365.50 | No Change |
| Technology Surcharge | Last increase approved by City Council in January 2023 | 4% Surcharge on All Fees | No Change |
| Planning Commission/City Council Application Fees | | | |
| Appeal to City Council | Last increase approved by City Council in January 2023 | \$1,451.25 | No Change |
| Appeal to Planning Commission | Last increase approved by City Council in January 2023 | \$1,451.25 | No Change |
| Appeal – Lot Line Adjustment and Lot Merger | Last increase approved by City Council in January 2023 | \$698.75 | No Change |
| Appeal – Adult Use Business | Last increase approved by City Council in January 2023 | \$1,451.25 | No Change |



Master Fee Schedule effective December 4, 2023

| Service Description | Reference | Current Fee | Proposed Fee |
|---|--|---|---------------------|
| Major Conditional Use Permit | Last increase approved by City Council in January 2023 | \$4,622.50 | No Change |
| Minor Conditional Use Permit | Last increase approved by City Council in January 2023 | \$1,612.50 | No Change |
| Determination of Similarity | Last increase approved by City Council in January 2023 | \$731.00 | No Change |
| Extension of Time – Community Director Approval | Last increase approved by City Council in January 2023 | \$365.50 | No Change |
| Extension of Time – Planning Commission Approval | Last increase approved by City Council in January 2023 | \$537.50 | No Change |
| Final Map | Last increase approved by City Council in January 2023 | \$1,021.25 | No Change |
| General Plan Amendment | Last increase approved by City Council in January 2023 | \$6,235.00 | No Change |
| Height Variation Permit | Last increase approved by City Council in January 2023 | \$1,612.50 | No Change |
| Site Plan Review (All Others) | Last increase approved by City Council in January 2023 | \$3,493.75 | No Change |
| Site Plan Review (Single Family Residential and Murals) | n/a | \$1,612.50 | No Change |
| Specific Plan | Last increase approved by City Council in January 2023 | Actual Cost plus Staff Hours | No Change |
| Telecommunications Facilities – PC Review | Last increase approved by City Council in January 2023 | \$3,171.25 | No Change |
| Tentative Parcel Map | Last increase approved by City Council in January 2023 | \$4,461.25 + Consultant Cost | No Change |
| Tentative Tract Map | Last increase approved by City Council in January 2023 | \$6,073.75 + Consultant Cost | No Change |
| Traffic and Parking Studies | Last increase approved by City Council in January 2023 | Actual cost plus cost of staff time to review | No Change |



Master Fee Schedule effective December 4, 2023

| Service Description | Reference | Current Fee | Proposed Fee |
|----------------------------|--|--------------------------|---------------------|
| Zone Change | Last increase approved by City Council in January 2023 | \$6,288.75 | No Change |
| Zone Text Amendment | Last increase approved by City Council in January 2023 | \$6,288.75 | No Change |
| Zone Variance | Last increase approved by City Council in January 2023 | \$3,493.75 | No Change |
| Technology Surcharge | Last approved by City Council in January 2023 | 4% Surcharge on All Fees | No Change |



Master Fee Schedule effective December 4, 2023

**COMMUNITY DEVELOPMENT DEPARTMENT
(PLANNING)**

| Service Description | Reference | Current Fee | Proposed Fee |
|---|--|---------------------------|---------------------|
| Environmental Fees | | | |
| Environmental Impact Report | Last increase approved by City Council in January 2023 | Actual Cost + Staff Hours | No Change |
| Exemptions | Last increase approved by City Council in January 2023 | \$215.00 | No Change |
| Fish & Game Fee for Environmental Impact Reports | Last increase approved by City Council in January 2023 | Actual Cost | No Change |
| Fish & Game Fee for Negative Declarations and Mitigated Negative Declarations | Last increase approved by City Council in January 2023 | Actual Cost | No Change |
| Negative Declaration/Mitigated Negative Declaration | Last increase approved by City Council in January 2023 | \$1,341.60 | No Change |
| Technology Surcharge | Last approved by City Council in January 2023 | 4% Surcharge on All Fees | No Change |



Master Fee Schedule effective December 4, 2023

**COMMUNITY DEVELOPMENT DEPARTMENT
(MISCELLANEOUS)**

| Service Description | Reference | Current Fee | Proposed Fee |
|--|--|----------------------------------|---------------------|
| Miscellaneous Fees | | | |
| Moving Truck Permit | Last increase approved by City Council in January 2023 | \$16.13 | No Change |
| Miscellaneous Requests Not Identified on this Schedule | Last increase approved by City Council in January 2023 | Staff Hourly Rate plus materials | No Change |
| Solid Waste Self Haul Permit | Last increase approved by City Council in January 2023 | \$127.93 | No Change |
| Staff Research | Last increase approved by City Council in January 2023 | Staff Hourly Rate | No Change |
| Technology Surcharge | Last increase approved by City Council in January 2023 | 4% Surcharge on All Fees | No Change |



Master Fee Schedule effective December 4, 2023

**RECREATION AND FACILITIES DIVISION
(FACILITY RENTALS AND ATHLETIC USE)**

| Service Description | Reference | 100% Recovery Cost | Current Fee | Proposed Fee |
|-----------------------------------|--|--------------------|-------------------|--------------|
| Community Building – min. 2 hours | | | | |
| Deposit | Last increase approved by City Council in January 2023 | n/a | \$200.00 | No Change |
| Per Hour Fee (Up to 153 people) | Last increase approved by City Council in January 2023 | n/a | \$107.00/\$134.00 | No Change |
| Picnic Shelter – min. 2 hours | | | | |
| Deposit | Last increase approved by City Council in January 2023 | n/a | \$40/\$75 | No Change |
| Per Hour Fee (1-100 people) | Last increase approved by City Council in January 2023 | n/a | \$16.00/\$32.00 | No Change |
| Railroad Museum | | | | |
| Deposit | Last increase approved by City Council in January 2023 | n/a | \$100.00 | No Change |



Master Fee Schedule effective December 4, 2023

| Service Description | Reference | 100% Recovery Cost | Current Fee | Proposed Fee |
|--|--|---------------------------|--|---------------------|
| Per Hour Fee (min. 2 hours) | Last increase approved by City Council in January 2023 | n/a | \$54.00/hr.; \$47.00/hr. after first 2 hours | \$54.00/hr. |
| Downtown City Rental Space* (Outdoor Areas – City Hall/Narbonne Plaza) | | | | |
| Deposit | n/a | n/a | \$100.00 | No Change |
| Daily Fee | n/a | n/a | \$107.00 | No Change |
| Gymnasium | | | | |
| Deposit | Last increase approved by City Council in January 2023 | n/a | \$100/\$150 | No Change |
| Per Hour Fee (1-50 people) | Last increase approved by City Council in January 2023 | n/a | \$43/\$80.00 | No Change |
| Per Hour Fee (51 – 100 people) | Last increase approved by City Council in January 2023 | n/a | \$80.00/\$107.00 | No Change |
| Soccer Fields | | | | |
| Deposit | Last increase approved by City Council in January 2023 | n/a | \$100.00 | No Change |



Master Fee Schedule effective December 4, 2023

| Service Description | Reference | 100% Recovery Cost | Current Fee | Proposed Fee |
|---|--|---------------------------|--------------------|---------------------|
| Per Hour Fee (min. 2 hours) | Last increase approved by City Council in January 2023 | n/a | \$43.00/\$64.00 | No Change |
| Softball Fields and Outside Areas | | | | |
| Deposit | Last increase approved by City Council in January 2023 | n/a | \$100.00 | No Change |
| Per Hour Fee including Light Fee (min. 2 hours) | Last increase approved by City Council in January 2023 | n/a | \$68.00/\$95.00 | No Change |

Note: Fees that have 2 listings indicate resident/non-resident pricing.
 * May also require a special event or other permit in addition to the deposit/fee.



Master Fee Schedule effective December 4, 2023

**RECREATION AND FACILITIES DIVISION
(ADULT PROGRAMS/DOG OBEDIENCE)**

| Service Description | Reference | Current Fee | Proposed Fee |
|--|--|--------------------------------------|---------------------|
| Adult Sports – Team (Contract) | | | |
| Co-Ed Kickball (Per Team) | Last increase approved by City Council in January 2023 | \$350/\$405 + \$25/game official fee | No Change |
| Adult Basketball (Per Team) | Last increase approved by City Council in January 2023 | \$506 + \$30/game official fee | No Change |
| Men’s Softball (Per Team) | Last increase approved by City Council in January 2023 | \$350/\$405 + \$25/game official fee | No Change |
| Men and Women’s Soccer (Per Team) | Last increase approved by City Council in January 2023 | \$450/\$506 + \$25/game official fee | No Change |
| Lomita Park Adult Sports (City-Managed) | | | |
| Adult Basketball | Last increase approved by City Council in January 2023 | \$445.50 | No Change |
| Men’s Soccer | Last increase approved by City Council in January 2023 | \$400/\$453 | No Change |
| Women’s Soccer | Last increase approved by City Council in January 2023 | \$400/\$453 | No Change |
| Men’s 9 X 9 Soccer | Last increase approved by City Council in January 2023 | \$400/\$453 | No Change |
| Big Ball | Last increase approved by City Council in January 2023 | \$325/\$377.50 | No Change |
| Adult Sports | | | |
| Adult Sports – Contracted Classes | Last increase approved by City Council in January 2023 | 70% Contract/30% City Split | No Change |
| Adult Exercise | | | |
| Adult Exercise – Contracted Classes | n/a | 70% Contract/30% City Split | No Change |
| Dance – Adult | | | |



Master Fee Schedule effective December 4, 2023

| Service Description | Reference | Current Fee | Proposed Fee |
|--------------------------------------|------------------|-----------------------------|---------------------|
| Adult Dance – Contracted Classes | n/a | 70% Contract/30% City Split | No Change |
| Other | | | |
| Other Programs – Contracted Classes | n/a | 70% Contract/30% City Split | No Change |
| Senior Programs | | | |
| Senior Programs – Contracted Classes | n/a | 70% Contract/30% City Split | No Change |

Note: Fees that have 2 dollar amount listings indicate resident/non-resident pricing.



Master Fee Schedule effective December 4, 2023

**RECREATION AND FACILITIES DIVISION
(YOUTH SPORTS & DANCE/YOUTH CAMPS/PARENT AND ME)**

| Service Description | Reference | Current Fee | Proposed Fee |
|------------------------------------|--|--------------------|---------------------|
| Youth Sports – Lomita Park | | | |
| Baseball | Last increase approved by City Council in January 2023 | \$45/\$60 | No Change |
| Basketball | Last increase approved by City Council in January 2023 | \$45/\$60 | No Change |
| Flag Football | Last increase approved by City Council in January 2023 | \$45/\$60 | No Change |
| Other Team Youth Sports Not Listed | n/a | \$45/\$60 | No Change |
| Soccer | Last increase approved by City Council in January 2023 | \$45/\$60 | No Change |
| Volleyball | Last increase approved by City Council in January 2023 | \$45/\$60 | No Change |
| Other Youth Sports | | | |
| Basketball (Teen Summer Drop-In) | Last increase approved by City Council in January 2023 | \$20/\$25 | No Change |



Master Fee Schedule effective December 4, 2023

| Service Description | Reference | Current Fee | Proposed Fee |
|--|--|-----------------------------|---------------------|
| Youth Sports – Contracted Classes | n/a | 70% Contract/30% City Split | No Change |
| Volleyball (Teen Summer Drop-In) | Last increase approved by City Council in January 2023 | \$20/\$25 | No Change |
| Youth Camps | | | |
| Basketball (5 Days) | Last increase approved by City Council in January 2023 | \$175/\$195 | No Change |
| Youth Camps – Contracted Classes | Last increase approved by City Council in January 2023 | 70% Contract/30% City Split | No Change |
| Dance – Youth | | | |
| Various | Last increase approved by City Council in January 2023 | 70% Contract/30% City Split | No Change |
| Other | | | |
| Other Contracted Classes Not Listed | n/a | 70% Contract/30% City Split | No Change |
| Parent and Me Classes | | | |
| Parent and Me Classes – Contracted Classes | Last increase approved by City Council in January 2023 | 70% Contract/30% City Split | No Change |

Note: Fees that have 2-dollar amount listings indicate resident/non-resident pricing.



Master Fee Schedule effective December 4, 2023

PUBLIC WORKS DEPARTMENT

| Description | Reference | Current Fee | Proposed Fee |
|---|-----------|--|--------------|
| Encroachment Permits | | | |
| Encroachment Permit - Extension | n/a | \$114.83 | No Change |
| Grading Plan Check | | | |
| Up to 1,000 cubic yards | n/a | \$192.16 + Consultant/LA County Cost | No Change |
| 1,001 – 10,000 cubic yards | n/a | \$512.65 + Consultant/LA County Cost | No Change |
| 10,001 – 100,000 cubic yards | n/a | \$1,015.88 + Consultant/LA County Cost | No Change |
| 100,001 - 500,000 cubic yards | n/a | \$1,726.45 + Consultant/LA County Cost | No Change |
| Over 500,000 cubic yards | n/a | \$2,956.25 + Consultant/LA County Cost | No Change |
| Miscellaneous | | | |
| Miscellaneous Requests Not Identified on this Schedule | n/a | Staff Hourly Rate plus materials | No Change |
| Miscellaneous After Hours (after 4:00 pm weekdays, all weekends and holidays) | n/a | \$128.33 | No Change |
| Road Debris Removal | n/a | City cost plus contractor costs if necessary | No Change |
| Staff Research | n/a | Staff Hourly Rate | No Change |
| Street Vacation | n/a | \$822.38 | No Change |
| Technology Surcharge | n/a | 7% | No Change |
| Water Utility | | | |



Master Fee Schedule effective December 4, 2023

| Description | Reference | Current Fee | Proposed Fee |
|--|------------------|---|---------------------|
| Additional Charge for Unlock After Business Hours | n/a | \$128.33 | No Change |
| After Hours Labor Rate | n/a | 1.5 times staff labor rate | No Change |
| Angle Meter Stop | n/a | \$192.16 | No Change |
| Backflow Administration (escalated letters - per letter) | n/a | \$70 per missed deadline | No Change |
| Backflow Administration | n/a | \$4 per month | No Change |
| Bill Re-printing | n/a | \$9.68 | \$9.68 |
| Construction Meter Rental (+Deposit + Cost of Water) | n/a | \$77.27 + \$800 Deposit + Cost of Water | No Change |
| Construction Meter Disconnect Fee | n/a | \$128.33 | No Change |
| Construction Meter Relocation | n/a | \$159.91 | No Change |
| Construction/Temporary Meter - Meter Installation | n/a | \$252.13 | No Change |
| Customer Call-Out Fee during Non-Regular Working Hours | n/a | 1.5 times staff labor rate | No Change |
| Customer Call-Out Fee during Normal Business Hours | n/a | Staff labor rate | No Change |
| Fire Flow Test | n/a | \$384.31 | No Change |
| Meter Replacement | n/a | \$255.99 + Cost of Meter | No Change |
| Meter Size Increase | n/a | \$384.31 + Cost of Meter | No Change |
| Meter Size Reduction | n/a | \$255.99 + Cost of Meter | No Change |
| New Account Charge (new customers / customer names) | n/a | \$16.13 | No Change |
| New Account Deposit (applies to customer requesting service in their name) | n/a | \$10.75 | No Change |



Master Fee Schedule effective December 4, 2023

| Description | Reference | Current Fee | Proposed Fee |
|---|------------------|----------------------------------|-------------------------|
| Notice of Impending Lock (48 days from statement date) | n/a | \$48.38 | No Change |
| One-day Permit (in lieu of construction meter) | n/a | \$63.83 | No Change |
| New service connection | n/a | New | \$1,742 |
| Re-connection Fee | n/a | \$96.08 | No Change |
| Replacement of a Cut Lock | n/a | \$255.99 | No Change |
| Miscellaneous | | | |
| Miscellaneous Requests Not Identified on this Schedule | n/a | Staff Hourly Rate plus materials | No Change |
| Staff Research | n/a | Staff Hourly Rate | No Change |
| Technology Surcharge | n/a | 7% | No Change |
| Water Rates (Residential and Non-Residential) | n/a | Per Resolution No. 2015-09 | No Change |
| Leak Check - Field Verification | n/a | \$53.75 | No Change |
| Leak Log provided to Customer | n/a | No cost | No Change |
| Water Meter Installation, per meter | n/a | \$612.75 + Cost of Meter | No Change |
| Water Meter Test | n/a | \$197.50 | No Change |
| Water shutdowns for connections | n/a | \$645.00 | No Change |
| Will Serve Request (Water, sewer) | n/a | \$387.00 | No Change |
| Hydrant - Illegal Use | n/a | \$5,581.40 | No Change |
| Block Party Package, no parking signs and barricades + permit for a 1-day event | n/a | \$295.63 | No Change |
| Moving Package regular, up to 16-foot truck) 2 No parking signs + permit for 24-hour period | n/a | \$107.50 | \$107.50 |
| Additional 24-hour periods (up to 3 days) | | | \$43 per additional day |



Master Fee Schedule effective December 4, 2023

| Description | Reference | Current Fee | Proposed Fee |
|--|------------------|--------------------|-------------------------------------|
| Moving Package (large, > 16-foot truck), 4 no parking signs + permit, for a 24-hour period Additional 24-hour periods (up to 3 days) | n/a | \$188.13 | \$188.13 \$43 per additional day |
| Reserved temporary parking (1 standard car space). for a 24-hour period Additional 24-hour periods (up to 3 days) | n/a | \$132.23 | \$132.23 \$43 per additional day |
| Reserved temporary parking (oversized vehicle/equipment moving truck, pod, trash bin), per day + permit, for a 24-hour period Additional 24-hour periods (up to 3 days) | n/a | \$188.13 | \$188.13 \$43 per additional day |
| Park an un-hitched trailer, excludes “no parking signs” for 24-hour period | n/a | New | Encroachment Permit Fee (\$43) |
| Tree Planting (if required by Planning department) work performed by developer/resident + permit | n/a | \$132.23 | No Change |
| Tree Planting (if required by Planning department) performed by Public Works, per tree | n/a | \$841.73 | No Change |
| Tree Removal, Trimming, and/or Tree Planting (not required by Planning department) conducted at resident/owner expense by licensed contractor, per location + Permit | n/a | \$32.25 + Permit | No Change |
| Hydrology Study Review (off-site) | n/a | Cost +15% | No Change |
| Landscape Plan Review, per 500 SqFt or portion thereof (in Public ROW) | n/a | \$208.55 | No Change |
| Paving Plan Check | | | |
| Up to 500 Square feet | n/a | \$500.95 | No Change |
| 500 </= 1000 square feet | n/a | \$686.93 | No Change |



Master Fee Schedule effective December 4, 2023

| Description | Reference | Current Fee | Proposed Fee |
|--|------------------|--------------------------------------|---------------------|
| over 1000 square feet | n/a | \$872.90 | No Change |
| Storm Drain Plan Review | | | |
| up to 50 lineal feet | n/a | \$842.80 + Consultant/LA County Cost | No Change |
| each additional 50 lineal feet, or fraction of | n/a | \$308.53 + Consultant/LA County Cost | No Change |
| Transfer of drains to county | n/a | \$1,030.93 | No Change |
| Transfer of drains to city | n/a | \$2,233.85 | No Change |
| Street Plan Review | | | |
| up to 1000 square feet | n/a | \$1,067.48 | No Change |
| each additional 1000 square feet or fraction of | n/a | \$533.20 | No Change |
| Review Plans /approve - New Street Sign and post | n/a | \$295.63 | No Change |
| Sewer plan review (off-site) | | | |
| If by third party, direct fees + 15% | n/a | Cost +15% | No Change |
| per connection | n/a | \$617.05 | No Change |
| per 50 lineal foot | n/a | \$617.05 | No Change |
| per manhole structure/modification | n/a | \$617.05 | No Change |
| Transfer of sewer to city | n/a | \$2,448.85 | No Change |
| Sewer Area Study Review | n/a | \$1,896.30 | No Change |
| Sewer Area Study Review, 3rd party | n/a | Cost +15% | No Change |
| Water Plan Review (off-site) | | | |
| Single family residential (1 unit) | n/a | \$1,088.98 | No Change |
| up to three residences | n/a | \$1,620.03 | No Change |
| up to ten residences | n/a | \$2,688.58 | No Change |
| greater than 10 residences | n/a | \$3,318.53 | No Change |



Master Fee Schedule effective December 4, 2023

| Description | Reference | Current Fee | Proposed Fee |
|--|------------------|--------------------|---------------------|
| commercial (1 unit) | n/a | \$1,088.98 | No Change |
| Commercial (multi-unit) | n/a | \$2,279.00 | No Change |
| hydrant extension (per 100 ft) | n/a | \$1,991.98 | No Change |
| Transfer of water lines to city | n/a | \$2,758.45 | No Change |
| Water Supply Assessment Report Review | n/a | \$2,073.68 | No Change |
| Other Plan Review | | | |
| Plan Review - Street Lighting (if in house) | n/a | \$1,150.00 | \$1,236.25 |
| Plan Review - Street Lighting | n/a | Cost +15% | No Change |
| Plan Review - NPDES (if in house) | n/a | \$1,584.00 | \$1,702.80 |
| Plan Review - NPDES | n/a | Cost +15% | No Change |
| Review - Single Family Residential Driveway/Curb & Gutter/Sidewalk, per item | n/a | \$61.28 | No Change |
| Review - Commercial (or multi-family residential) Driveway/Curb & Gutter/Sidewalk, per item | n/a | \$215.00 | No Change |
| Review - Placement or relocation of Asset above ground in ROW (pole, cell tower, overhead wired, vault, hatch, service lid, control box, hydrant), per item (if linear, per 50 feet) | n/a | \$266.60 | No Change |
| Review - Trenching or other penetration into City ROW, per item (if linear, per 50 feet) | n/a | \$153.73 | No Change |
| Review - Other temporary use of right of way, per 50 ft | n/a | \$215.00 | No Change |
| Review - On-going long-term use of public right of way, initial review | n/a | \$215.00 | No Change |
| Traffic Control Plan Review (or Ped) | n/a | | |



Master Fee Schedule effective December 4, 2023

| Description | Reference | Current Fee | Proposed Fee |
|---|------------------|--------------------|---------------------|
| Per lane, per block, per phase/stage | n/a | \$595.55 | No Change |
| Review - sidewalk closure (without lane closure) | n/a | \$153.73 | No Change |
| Review - Only signage in Lomita ROW (no lane/bike/sidewalk take) | n/a | \$153.73 | No Change |
| Review plan to modify traffic signal control, per intersection, per change | n/a | \$871.83 | No Change |
| Permits | n/a | | |
| Nighttime | n/a | Fee x 1.5 | No Change |
| Paving Permit | n/a | | |
| Up to 1,000 sq ft + permit issuance | n/a | \$656.83 | No Change |
| each additional 1000 sq ft or fraction of + permit issuance | n/a | \$122.55 | No Change |
| NPDES - Construction Inspection (for compliance/runoff) + permit issuance | n/a | Cost +15% | No Change |
| NPDES - Construction Inspection of LID elements + permit issuance | n/a | Cost +15% | No Change |
| NPDES - Recordation | n/a | \$1,262.05 | No Change |
| Inspection - Sewer Connection, per connection (in-house) + permit issuance | n/a | \$985.78 | No Change |
| Inspection - Sewer Connection, per connection (3rd party) + permit issuance | n/a | Cost +15% | No Change |
| Inspection - Water Connections, per connection + permit issuance | n/a | \$1,182.50 | No Change |
| Inspection - Water Connections, per connection (3rd party) + permit issuance | n/a | Cost +15% | No Change |
| Residential (single family) Driveway/Curb & Gutter/Sidewalk, per item + permit issuance | n/a | \$30.10 | No Change |



Master Fee Schedule effective December 4, 2023

| Description | Reference | Current Fee | Proposed Fee |
|--|------------------|--------------------|--|
| Commercial or multifamily Driveway/Curb & Gutter/Sidewalk, per item + permit issuance | n/a | \$184.90 | No Change |
| Placement or relocation of Asset above ground in ROW (pole, cell tower, overhead wired, vault, hatch, service lid, control box, hydrant), per item + permit issuance | n/a | \$462.25 | \$462.25 (with removal of the linear feet calculation) |
| Trenching or other penetration into City ROW, per item (if linear, per 50 feet) + permit issuance | n/a | \$754.65 | No Change |
| Installation - New Street Sign and post (by City) | n/a | \$1,715.70 | No Change |
| Lighting Installation + permit issuance | n/a | County cost + 15% | No Change |
| Landscape Inspection (in Public ROW) | | | |
| Up to 500 Square feet + permit issuance | n/a | \$151.58 | No Change |
| 500 <= 1000 square feet + permit issuance | n/a | \$242.95 | No Change |
| Over 1000 square feet + permit issuance | n/a | \$395.60 | No Change |
| Traffic Control (or Ped) Permit | | | No Change |
| Per day, per lane, per block, per phase/stage + permit issuance | n/a | \$168.78 | No Change |
| Sidewalk closure (without lane closure), per parcel, per day + permit issuance | n/a | \$76.33 | No Change |
| Modify traffic signal control, per intersection, per change + permit issuance | n/a | \$1,396.43 | No Change |
| Traffic Control - Only signage in Lomita ROW + permit issuance | n/a | \$30.10 | No Change |
| Other | | | |
| Other use of Right of Way, per day, per 50 feet + permit issuance | n/a | \$291.33 | No Change |



Master Fee Schedule effective December 4, 2023

| Description | Reference | Current Fee | Proposed Fee |
|---|------------------|----------------------|---------------------|
| Permit - Long term use of public right of way, per year (i.e. awning, sign) + permit issuance | n/a | \$215.00 | No Change |
| Easement request processing (permanent use of ROW) or City needed easement due to access needs of approved design | n/a | \$2,279.00 | No Change |
| Work done without a permit | n/a | Cost of permit + 15% | No Change |
| Permit issuance | n/a | \$43.00 | No Change |
| Permit Work requiring a bond | n/a | \$1,290.00 | No Change |



CITY OF LOMITA CITY COUNCIL REPORT

TO: Mayor and City Council **Item No. PH 9b**

FROM: Brianna Rindge, Community & Economic Development Director

PREPARED BY: Janpier Adamzadeh, Management Assistant

MEETING DATE: October 3, 2023

SUBJECT: Discussion and Consideration of an Ordinance to Amend Chapter 5 (Administrative Citations and Penalties) of Title I of the Lomita Municipal Code to Align the Administrative Citation Appeal Method with the Parking Citation Appeal Method

RECOMMENDATION

After the City Attorney reads the title, introduce on first reading Ordinance No. 858 amending Chapter 5 (Administrative Citations and Penalties) of Title I of the Lomita Municipal Code (LMC) to an amendment to Lomita Municipal Code Title I (General Provisions), Chapter 5 (Administrative Citations and Penalties) to align the administrative citation appeal method with the parking citation appeal method; and Find the action to be exempt from the California Environmental Quality Act.

BACKGROUND

Chapter 5 of Title 1 of the Lomita Municipal Code (LMC) outlines the City's procedures for administrative citations, payment and appeal, and collection. The number of violations and citations in the last year have increased and, as a result, the number of appeals has increased. In November of 2022, City Council authorized Data Ticket to provide code enforcement collection services alongside parking enforcement. Throughout the implementation process, staff has updated procedures and policies to align with those recommended by Data Ticket to improve collection and compliance, including a March 2023 update providing a hardship waiver for appellants. Staff has now prepared an ordinance update (redlined in Attachment 1; draft ordinance in Attachment 2) to improve the process, provide timely resolution, and align appeal procedures with parking enforcement.

The draft ordinance proposes to amend LMC Sec. 1-5.07 to allow for the submission of administrative citation appeals online. Citation Processing Center allows for a quick and simple appeal process and handles the clerical aspect of the appeal. As with any parking

enforcement appeal, appellants will have the opportunity to submit an appeal online using a computer at City Hall.

The draft ordinance includes a few other non-substantial updates to streamline and improve the administrative citation process and procedures.

FISCAL IMPACT

No impact.

OPTIONS

1. Introduce the ordinance on first reading and schedule the second reading for October 17, 2023.
2. Introduce the ordinance with amendments on first reading and schedule the second reading for October 17, 2023.
3. Provide further direction.

ATTACHMENT

1. Redlined code
2. Draft ordinance

Reviewed by:



Gary Y. Sugano
Assistant City Manager

Reviewed by:



Brianna Rindge, AICP
Community & Economic Development Director

Approved by:



Ryan Smoot
City Manager

Prepared by:



Janpier Adamzadeh
Management Assistant

Sec. 1-5.07. Administrative review and hearing.

- (a) *Initial administrative review—Request.* The responsible person may request an initial administrative review of the citation within fifteen (15) days of its issuance by submitting an online request as directed on the issued citation. ~~request to the city clerk, or his or her designee.~~ This request must be made in writing and set forth with particularity the reasons the responsible person believes a violation did not occur or that the responsible person was not responsible for the violation(s); must include a copy of the citation; and contain the address to which the conclusions of the city's review should be mailed. A request for an initial administrative review is a mandatory prerequisite to a request for an administrative hearing.
- (b) *Initial administrative review—Procedure.* ~~The city clerk, or his or her designee, shall forward~~ the initial administrative review request shall be forwarded to the department director supervising the enforcement officer who issued the administrative citation for review.
- (c) *Initial administrative review—Decision.*
- (1) Within fifteen (15) days upon receiving the request, the department director shall review the request and provide the city clerk, or his or her designee, with written notification that:
 - a. The citation should be vacated because there was no violation, or the responsible person was not responsible for the violation, and setting forth the basis for that conclusion; or
 - b. There is no justification found for vacating the citation; or-
 - c. a reduction in fine amount for a violation justified by meaningful progress per department director supervising the enforcement officer who issued the administrative citation for review.
 - (2) ~~The city clerk, or his or her designee, shall mail~~ A copy of the decision shall be mailed to the responsible person at the address on the request for initial administrative review along with a notice establishing the fine due date and the procedure for requesting an administrative hearing.
- (d) *Request for hearing.* If the responsible person wishes to contest the conclusion of the initial administrative review, the responsible person shall request an administrative hearing within fifteen (15) days after the date the city served the responsible person with notice of the initial administrative review decision. Requests must be submitted ~~to the city clerk~~ online as directed by the issued citation and be accompanied by an advance deposit of the fine.
- (1) *Hardship waiver.* Any responsible person who requests a hearing to contest an administrative citation and who is financially unable to deposit the fine amount may file a request for an advance deposit hardship waiver. The request shall be filed with [the] city clerk on an advance deposit hardship waiver application form, available from the city, no later than ten (10) days after service of the administrative citation. The city manager or his or her designee may issue an

advance deposit hardship waiver only if the person requesting the waiver submits to the city manager or his or her designee a sworn affidavit, together with any supporting documents, demonstrating to the satisfaction of the city manager or his or her designee the person's financial inability to deposit with the city the full amount of the fine in advance of the hearing. Written proof of financial hardship, at a minimum, must include tax returns, financial statements, bank account records, salary records or similar documentation demonstrating that the responsible person is unable to deposit the fine. The city manager or his or her designee shall issue a written decision specifying the reasons for issuing or not issuing the waiver. The decision shall be final and shall be served upon the person requesting the waiver in person, by first class mail, or similar method of delivery. If the city manager or his or her designee determines that the waiver is not warranted, the person shall remit the full amount of the fine as a deposit within ten (10) days of mailing/sending of the decision. If the full amount of the fine is not deposited within the ten (10) day period, the request for hearing shall be deemed incomplete and waived, and the citation shall be deemed final. The fine shall be immediately due and owing to the city and may be collected in any manner allowed by law for collection of a debt.

- (e) *Notification of hearing.* Upon receipt of the payment of the administrative fine and request for a hearing, the city shall give notice to the responsible person of the time, date, and location of the hearing. The hearing shall be held not less than fifteen (15) days nor more than sixty (60) days after the receipt of the request. Any documentation, other than the administrative citation, that the enforcement official has submitted or will submit to the hearing officer shall be sent to the responsible person by regular first class mail at least five (5) days before the date on which the hearing is scheduled. The documentation shall be made available upon request at the time of the hearing.
- (f) *Selection of hearing officer.* The city manager may designate the hearing officer for the administrative citation hearing by appointment, contract, or through an administrative citation processing service. The hearing officer must be selected in a manner that avoids the potential for pecuniary or other bias.
- (g) *Evidentiary rules.* The city bears the burden of proving a violation of the Code by a preponderance of the evidence. The administrative citation and any additional reports submitted by the enforcement official constitutes prima facie evidence of the respective facts contained in those documents. Both the responsible person and the enforcement officer have the opportunity to testify, cross-examine witnesses and present additional evidence concerning the administrative citation. Evidence may include, without limitation, witness testimony, documents, or other similar evidence. Formal rules of evidence do not apply, but all evidence presented must be relevant and material to the issues of whether the violation alleged in the citation occurred or whether the responsible person was responsible for the violation.
- (h) *Waiver of personal appearance at hearing.* In lieu of personally appearing at an administrative hearing, the responsible person may request that the hearing officer decide the matter based upon the citation itself and written argument and any

documentary evidence signed under penalty of perjury submitted prior to the time of the scheduled hearing by the responsible person.

- (i) *Failure to appear at hearing.* Failure of a responsible person to appear at the hearing is deemed a waiver of the right to be personally present at the hearing. The hearing officer may then decide the matter based upon the citation itself, any documentary evidence previously submitted, and any additional evidence that may be presented at the hearing by the enforcement officer.
- (j) *Attendance of enforcement officer.* The enforcement officer who issued the administrative citation may, but is not required to, attend the administrative hearing. If the enforcement officer does not attend, the enforcement officer may before the hearing date submit reports, photos, or other documentation regarding the violation to the hearing officer for consideration at the hearing.
- (k) *Continuation of hearings.* The hearing officer may continue any hearing and request additional information from the enforcement officer or responsible person before issuing a written decision.
- (l) *Decision of hearing officer.* Based upon the evidence presented, the hearing officer shall provide a written decision to the parties within fifteen (15) days of the hearing with one of the following determinations:
 - (1) Determine that the violation for which the citation was issued occurred, and impose a fine in the amount set forth in the fine and penalty schedule, and if the violation has not been corrected as of the date of the hearing, order correction or abatement of the violation. In this event, the city can retain the fine deposited by the responsible person.
 - (2) Determine that the violation for which the citation was issued occurred, but that the responsible person has introduced credible evidence of mitigating circumstances warranting imposition of a lesser fine than that prescribed in the fine and penalty schedule, or no fine at all, and impose such lesser fine, if any; and if the violation has not been corrected as of the date of the hearing, order correction or abatement of the violation. In this event, the city can retain all or a portion of the fine deposited by the responsible person as applicable.
 - (3) Determine that the violation for which the citation was issued did not occur or that the condition did not constitute a violation of this Code, or that the person cited was not the responsible person. In this event, the city shall refund the deposit, if any, within fifteen (15) days of the decision. A finding by the hearing officer that no violation occurred constitutes a dismissal of the administrative citation at issue, but does not have any effect on any other administrative citations issued or any other action taken by the city.
- (m) The administrative hearing officer's decision must explain the basis for the decision and be served upon the responsible person by first class mail to the address stated on the request for hearing form. If applicable, the order must set forth the date by which compliance must be achieved and the imposed fine paid to the city. The order is final on the date of mailing, which is deemed the "date of service," and must notify the responsible person of the right to appeal to the Superior Court, as further

described in section 1-5.08. There is no right to an appeal other than as provided in section 1-5.08. The administrative hearing officer's decision shall be the final administrative order and decision pursuant to Government Code § 53069.4(b).

(Ord. No. 769, § 1, 6-2-14; Ord. No. 846 , § 3(C, D), 3-21-23)

ORDINANCE NO. 858

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOMITA, CALIFORNIA, AMENDING CHAPTER 5 OF TITLE I OF THE LOMITA MUNICIPAL CODE TO ALIGN THE ADMINISTRATIVE CITATION APPEAL METHOD WITH THE PARKING CITATION APPEAL METHOD AND FINDING THE SAME EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

Section 1. Recitals

WHEREAS, in November of 2022, the City Council authorized Data Ticket to provide code enforcement collection services alongside parking enforcement;

WHEREAS, throughout the implementation process, staff has updated procedures and policies to align with those recommended by Data Ticket to improve collection and compliance;

WHEREAS, the proposed ordinance is intended to streamline and improve the administrative citation appeals process and procedures;

WHEREAS, the City Council desires to amend the Lomita Municipal Code as described below.

Section 2. Findings

The City Council finds that adoption and implementation of this ordinance is not a “project” for purposes of the California Environmental Quality Act (CEQA), as that term is defined by CEQA guidelines (Guidelines) sections 15061(b)(3) and 15378(b)(5). The City Council also alternatively finds that the adoption and implementation of this ordinance is exempt from the provisions of CEQA as an administrative activity that will not result in any direct or indirect physical change in the environment, per sections 15061(b)(3) and 15378(b)(5) of the CEQA Guidelines. The ordinance updates the City’s ability to enforce code violations within the administrative citation procedure to align with new code enforcement procedures.

THE CITY COUNCIL OF THE CITY OF LOMITA HEREBY ORDAINS AS FOLLOWS:

Section 3. Code Amendment

Based on the foregoing, the City Council hereby approves of the following amendments to the Lomita Municipal Code:

A. Section 1-5.07 (“Administrative review and hearing”) of Chapter 5 (“Administrative Citations and Penalties”) of Title I of the Lomita Municipal Code is hereby amended in its entirety as follows:

“Sec. 1-5.07. Administrative review and hearing.

- (a) *Initial administrative review—Request.* The responsible person may request an initial administrative review of the citation within fifteen (15) days of its issuance by submitting an online request as directed on the issued citation. This request must be made in writing and set forth with particularity the reasons the responsible person believes a violation did not occur or that the responsible person was not responsible for the violation(s); must include a copy of the citation; and contain the address to which the conclusions of the city's review should be mailed. A request for an initial administrative review is a mandatory prerequisite to a request for an administrative hearing.
- (b) *Initial administrative review—Procedure.* The initial administrative review request shall be forwarded to the department director supervising the enforcement officer who issued the administrative citation for review.
- (c) *Initial administrative review—Decision.*
 - (1) Within fifteen (15) days upon receiving the request, the department director shall review the request and provide the city clerk, or his or her designee, with written notification that:
 - a. The citation should be vacated because there was no violation, or the responsible person was not responsible for the violation, and setting forth the basis for that conclusion; or
 - b. There is no justification found for vacating the citation; or
 - c. a reduction in fine amount for a violation justified by meaningful progress per department director supervising the enforcement officer who issued the administrative citation for review.
 - (2) A copy of the decision shall be mailed to the responsible person at the address on the request for initial administrative review along with a notice establishing the fine due date and the procedure for requesting an administrative hearing.
- (d) *Request for hearing.* If the responsible person wishes to contest the conclusion of the initial administrative review, the responsible person shall request an administrative hearing within fifteen (15) days after the date the city served the responsible person with notice of the initial administrative review decision. Requests must be submitted online as directed by the issued citation and be accompanied by an advance deposit of the fine.
 - (1) *Hardship waiver.* Any responsible person who requests a hearing to contest an administrative citation and who is financially unable to deposit the fine amount may file a request for an advance deposit hardship waiver. The request shall be filed with [the] city clerk on an advance deposit hardship waiver application form, available from the city, no later than ten (10) days after service of the administrative citation. The city manager or his or her designee may issue an advance deposit hardship waiver only if the person requesting the waiver submits to the city manager or his or her designee a sworn affidavit, together

with any supporting documents, demonstrating to the satisfaction of the city manager or his or her designee the person's financial inability to deposit with the city the full amount of the fine in advance of the hearing. Written proof of financial hardship, at a minimum, must include tax returns, financial statements, bank account records, salary records or similar documentation demonstrating that the responsible person is unable to deposit the fine. The city manager or his or her designee shall issue a written decision specifying the reasons for issuing or not issuing the waiver. The decision shall be final and shall be served upon the person requesting the waiver in person, by first class mail, or similar method of delivery. If the city manager or his or her designee determines that the waiver is not warranted, the person shall remit the full amount of the fine as a deposit within ten (10) days of mailing/sending of the decision. If the full amount of the fine is not deposited within the ten (10) day period, the request for hearing shall be deemed incomplete and waived, and the citation shall be deemed final. The fine shall be immediately due and owing to the city and may be collected in any manner allowed by law for collection of a debt.

- (e) *Notification of hearing.* Upon receipt of the payment of the administrative fine and request for a hearing, the city shall give notice to the responsible person of the time, date, and location of the hearing. The hearing shall be held not less than fifteen (15) days nor more than sixty (60) days after the receipt of the request. Any documentation, other than the administrative citation, that the enforcement official has submitted or will submit to the hearing officer shall be sent to the responsible person by regular first class mail at least five (5) days before the date on which the hearing is scheduled. The documentation shall be made available upon request at the time of the hearing.
- (f) *Selection of hearing officer.* The city manager may designate the hearing officer for the administrative citation hearing by appointment, contract, or through an administrative citation processing service. The hearing officer must be selected in a manner that avoids the potential for pecuniary or other bias.
- (g) *Evidentiary rules.* The city bears the burden of proving a violation of the Code by a preponderance of the evidence. The administrative citation and any additional reports submitted by the enforcement official constitutes prima facie evidence of the respective facts contained in those documents. Both the responsible person and the enforcement officer have the opportunity to testify, cross-examine witnesses and present additional evidence concerning the administrative citation. Evidence may include, without limitation, witness testimony, documents, or other similar evidence. Formal rules of evidence do not apply, but all evidence presented must be relevant and material to the issues of whether the violation alleged in the citation occurred or whether the responsible person was responsible for the violation.
- (h) *Waiver of personal appearance at hearing.* In lieu of personally appearing at an administrative hearing, the responsible person may request that the hearing officer decide the matter based upon the citation itself and written argument and any documentary evidence signed under penalty of perjury submitted prior to the time of the scheduled hearing by the responsible person.

- (i) *Failure to appear at hearing.* Failure of a responsible person to appear at the hearing is deemed a waiver of the right to be personally present at the hearing. The hearing officer may then decide the matter based upon the citation itself, any documentary evidence previously submitted, and any additional evidence that may be presented at the hearing by the enforcement officer.
- (j) *Attendance of enforcement officer.* The enforcement officer who issued the administrative citation may, but is not required to, attend the administrative hearing. If the enforcement officer does not attend, the enforcement officer may before the hearing date submit reports, photos, or other documentation regarding the violation to the hearing officer for consideration at the hearing.
- (k) *Continuation of hearings.* The hearing officer may continue any hearing and request additional information from the enforcement officer or responsible person before issuing a written decision.
- (l) *Decision of hearing officer.* Based upon the evidence presented, the hearing officer shall provide a written decision to the parties within fifteen (15) days of the hearing with one of the following determinations:
 - (1) Determine that the violation for which the citation was issued occurred, and impose a fine in the amount set forth in the fine and penalty schedule, and if the violation has not been corrected as of the date of the hearing, order correction or abatement of the violation. In this event, the city can retain the fine deposited by the responsible person.
 - (2) Determine that the violation for which the citation was issued occurred, but that the responsible person has introduced credible evidence of mitigating circumstances warranting imposition of a lesser fine than that prescribed in the fine and penalty schedule, or no fine at all, and impose such lesser fine, if any; and if the violation has not been corrected as of the date of the hearing, order correction or abatement of the violation. In this event, the city can retain all or a portion of the fine deposited by the responsible person as applicable.
 - (3) Determine that the violation for which the citation was issued did not occur or that the condition did not constitute a violation of this Code, or that the person cited was not the responsible person. In this event, the city shall refund the deposit, if any, within fifteen (15) days of the decision. A finding by the hearing officer that no violation occurred constitutes a dismissal of the administrative citation at issue, but does not have any effect on any other administrative citations issued or any other action taken by the city.
- (m) The administrative hearing officer's decision must explain the basis for the decision and be served upon the responsible person by first class mail to the address stated on the request for hearing form. If applicable, the order must set forth the date by which compliance must be achieved and the imposed fine paid to the city. The order is final on the date of mailing, which is deemed the "date of service," and must notify the responsible person of the right to appeal to the Superior Court, as further described in section 1-5.08. There is no right to an appeal other than as provided in

section 1-5.08. The administrative hearing officer's decision shall be the final administrative order and decision pursuant to Government Code § 53069.4(b).”

Section 4. Effective Date.

This ordinance shall take effect thirty (30) days after the date of its passage and adoption; and within fifteen (15) days after its passage and adoption, the City Clerk shall cause a copy of this ordinance to be published in accordance with the provisions of the law. The City Clerk shall certify the adoption of this ordinance.

PASSED, APPROVED, AND ADOPTED this _____ day of _____, 2023.

Barry Waite
Mayor

ATTEST:

Kathleen Horn Gregory, MMC
City Clerk

APPROVED AS TO FORM:

Trevor Rusin
City Attorney