

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



LOMITA CITY HALL  
COUNCIL CHAMBERS  
24300 Narbonne Avenue  
Lomita, CA 90717  
Phone: (310) 325-7110  
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Next Resolution No. 2024-01  
Next Ordinance No. 860

**AGENDA  
REGULAR MEETING  
LOMITA CITY COUNCIL  
TUESDAY, FEBRUARY 6, 2024  
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 MAY ALSO CHOOSE TO ALLOW PUBLIC PARTICIPATION DURING THE MEETING VIA A COMPUTER OR SMART DEVICE USING THE FOLLOWING ZOOM LINK:**

<https://us02web.zoom.us/j/83159277085>

Telephone Option: (669) 900-6833 Meeting ID: 831 5927 7085

**THE COUNCIL MAY SUSPEND PUBLIC PARTICIPATION VIA ZOOM AT ANY TIME, AND THE MEETING WILL NOT BE CANCELLED NOR SUSPENDED IF TECHNICAL ISSUES PRECLUDE OR IMPACT THE ABILITY TO ACCEPT PUBLIC COMMENT OVER ZOOM. SHOULD YOU WISH TO ENSURE YOU CAN PARTICIPATE IN THIS MEETING, OR COMMENT ON AN ITEM ON THE AGENDA, YOU MUST SHOW UP IN PERSON AT THE MEETING.**

*Council Member Gazeley will be teleconferencing from 25225 Doria Avenue, Lomita CA, 90717*

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 Waite
- d. Roll Call

**2. APPROVAL OF AGENDA**

**3. PRESENTATIONS**

**RECOGNITION OF THERESA MILLAGE, FORMER LONG-TIME LOMITA MAGNET CROSSING GUARD**

**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-f 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 Meetings of December 5, 2023, December 19, 2023, and January 16, 2024

**RECOMMENDED ACTION:** Approve minutes.

- c. Warrants/Payroll Register

**RECOMMENDED ACTION:** Approve and file Warrants/Payroll Register.

- d. Approval of the 2024 Legislative Platform

**RECOMMENDED ACTION:** Adopt Resolution 2024-01 approving the 2024 Legislative Platform.

**RESOLUTION NO. 2024-01 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMITA, CALIFORNIA, APPROVING THE LEGISLATIVE PLATFORM**

- e. Municipal National Pollutant Discharge Elimination System (NPDES) On-Call Consultant

**RECOMMENDED ACTION:** 1) Approve a Professional Services Agreement with John L. Hunter and Associates Inc. (JLHA) for Municipal National Pollutant Discharge Elimination System (NPDES) On-Call Consultant for an amount of \$65,000 per year for up to three years with a 10% contingency of \$6,500 per year for up to three years with the option for two one-year extensions; 2) Appropriate \$35,000 to 100-605-5340 for the current fiscal year; and 3) Authorize the Interim City Manager to execute the Agreement.

- f. ARPA Façade Improvement Program Application for Ageless Geeks

**RECOMMENDED ACTION:** 1) Approve one (1) application under the City's ARPA Business Assistance Programs; 2) Authorize the Interim City Manager to make minor amendments as may be necessary with approval of the City Attorney; and 3) Authorize the Interim City Manager to execute agreements with approved applicants for funding.

**8. SCHEDULED ITEMS**

- a. **DISCUSSION AND UPDATE OF MAYOR'S CUP AND GOLF CLASSIC 2024**

Presented by Emma Kelley, Recreation Manager

**RECOMMENDED ACTION:** The Special Events Ad Hoc Committee consisting of Mayor Pro Tem Waronek and Councilmember Segawa recommend proceeding with the Mayor's Cup and Golf Classic Tournament for 2024.

- b. **DISCUSSION RELATED TO CAMPING REGULATIONS IN LOMITA**

Presented by Joe Hoefgen, Interim City Manager

**RECOMMENDED ACTION:** Receive and file the report and direct staff to follow up if there is a change in the legal framework related to camping ordinances.

**c. DISCUSSION TO ESTABLISH A DATE AND TIME FOR THE MID-YEAR BUDGET REVIEW**

Presented by Susan Kamada, Administrative Services Director

**RECOMMENDED ACTION:** Set the date for Mid-Year budget review for Wednesday, March 6, 2024, at 4:00 p.m.

**9. PUBLIC HEARINGS**

**a. DISCUSSION AND CONSIDERATION OF A RESOLUTION AMENDING CITYWIDE COMPREHENSIVE USER FEES AND CHARGES INCLUDING A CPI ADJUSTMENT**

Presented by Gary Sugano, Assistant City Manager

**RECOMMENDED ACTION:** Adopt Resolution 2024-02 implementing the fee schedule effective April 6, 2024.

**RESOLUTION NO. 2024-02 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMITA, CALIFORNIA, ESTABLISHING AND ADOPTING CERTAIN FEES, RATES AND CHARGES FOR VARIOUS CITY SERVICES**

**10. ADJOURNMENT**


***The City Council adjourns the meeting in memory of Tom Hart, husband of Housing Authority Commissioner Rosemary Hart.***

*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, CA, 90717.*

*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: <https://lomitacity.com/agendas-minutes/>.*

Date Posted: February 1, 2024



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Kathleen Horn Gregory, MMC, City Clerk

**MINUTES OF THE  
LOMITA CITY COUNCIL  
REGULAR MEETING  
TUESDAY, DECEMBER 5, 2023**

**1. OPENING CEREMONIES**

a. Call Meeting to Order

The regular meeting of the Lomita City Council was called to order by Mayor Waite at 6:02 p.m. on Tuesday, December 5, 2023, in the Council Chambers at Lomita City Hall, 24300 Narbonne Avenue, Lomita, California.

b. Flag Salute

Mayor Waite led the salute to the flag.

c. Invocation

Mayor Waite gave the invocation.

d. Roll Call

**PRESENT:** Council Members: Segawa, Waronek, Mayor Pro Tem Uphoff, and Mayor Waite

**ABSENT:** Council Member Gazeley

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

**2. APPROVAL OF AGENDA**

Council Member Segawa made a motion, seconded by Mayor Pro Tem Uphoff to approve the agenda.

**MOTION CARRIED** by the following vote:

**AYES:** Council Members: Segawa, Waronek, Mayor Pro Tem Uphoff, and Mayor Waite

**NOES:** None

**ABSENT:** Council Member Gazeley

**3. PRESENTATIONS**

Mayor Pro Tem Uphoff presented Mayor Waite with a plaque honoring his year as Mayor. Mayor Waite spoke of his pride in both the Council and City staff, and thanked his wife for her support.

His fellow Council Members gave brief comments honoring him for his service.

Jennifer LaMarque, South Bay Deputy, Office of Supervisor Janice Hahn, 4th District, presented Mayor Waite with a certificate of recognition.

#### **4. APPOINTMENT OF MAYOR AND MAYOR PRO TEM (No Staff Report)**

Mayor Waite called for nominations for Mayor. Council Member Segawa nominated Mayor Pro Tem Uphoff, and noted that she had spoken with Council Member Gazeley prior to the meeting and that he was supportive of this nomination. Council Member Waronek seconded the nomination.

As there were no additional nominations, Mayor Waite closed the nominations and asked for a vote.

**MOTION CARRIED** by the following vote:

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

Mayor Uphoff called for nominations for Mayor Pro Tem. Council Member Segawa nominated Council Member Waronek, and Council Member Waite seconded the nomination.

As there were no additional nominations, Mayor Uphoff closed the nominations and asked for a vote.

**MOTION CARRIED** by the following vote:

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

City Clerk Gregory presented bouquets to Mrs. Uphoff and Mrs. Waronek. Council Member Waite noted that his wife had received a Handel's ice cream gift card in lieu of flowers.

#### **5. ORAL COMMUNICATIONS**

Mayor Uphoff announced the time for oral communications.

George Kivett, Lomita resident, expressed concerns about City Council meeting video recordings being posted to the City's website in a timely manner.

As there were no further requests to speak, Mayor Uphoff closed oral communications.

**6. ORAL COMMUNICATIONS AND MEETING ATTENDANCE REPORTS FROM THE CITY COUNCIL**

Council Member Waite reported on the following:

- December 4 – Employee Appreciation & Holiday Party

Council Member Segawa reported on the following:

- December 1 – Holiday Tree Lighting
- December 1 – Kiwanis Club’s Mayor’s Prayer Breakfast
- Announced Santa at the Lomita Railroad Museum on December 9

Mayor Pro Tem Waronek reported on the following:

- November 29 – Lomita Chamber of Commerce Mixer
- December 1 – Holiday Tree Lighting
- December 2 – Kiwanis Club’s Breakfast with Santa
- December 4 – Employee Appreciation & Holiday Party
- December 5 – Annual Holiday Open House
- Announced Lomita Chamber of Commerce Toy Drive/Mixer on December 13
- Recent Southern California Association of Governments Economic Development Summit

Mayor Uphoff reported on the following:

- November 27 – League of California Cities New Laws Seminar
- November 30 – South Bay Aerospace Alliance Meeting
- December 1 – Kiwanis Club’s Mayor’s Prayer Breakfast
- December 1 – Holiday Tree Lighting
- December 4 – Employee Appreciation & Holiday Party

**7. CITY MANAGER’S REPORT (information only)**

City Manager Smoot had nothing to report. Lieutenant Mike White introduced the new Lomita Station CORE Deputy, Daniel Okamoto.

**8. CONSENT AGENDA**

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

Council Member Segawa made a motion, seconded by Mayor Pro Tem Waronek to approve the agenda.

**MOTION CARRIED** by the following vote:

AYES: Council Members: Segawa, Waite, Mayor Pro Tem Waronek, and Mayor Uphoff

NOES: None

ABSENT: Council Member Gazeley

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

**RECOMMENDED ACTION:** Approve motion.

- b. Minutes of the Special City Council Meeting of November 17, 2023, and the Regular City Council Meeting of November 21, 2023

**RECOMMENDED ACTION:** Approve minutes.

- c. Warrants/Payroll Register

**RECOMMENDED ACTION:** Approve and file Warrants/Payroll Register.

- d. Lomita Local Hazard Mitigation Plan Update

**RECOMMENDED ACTION:** 1) Accept grant funds from the FEMA Hazard Mitigation Grant Program to update the Local Hazard Mitigation Plan in the amount up to \$72,680.85 for project costs and \$3,622.80 for subrecipient grant management costs. Appropriate the 10% required city match of up to \$7,268.08 for the project costs; and 2) Approve a Professional Services Agreement with Risk Management Professionals to provide consultant services related to the preparation of a comprehensive Lomita Local Hazard Mitigation Plan update for \$50,247 plus a 10% contingency of \$5,025, for a total of \$55,272 and authorize the City Manager to execute.

## 9. SCHEDULED ITEMS

- a. **DISCUSSION AND CONSIDERATION OF COUNCIL MEMBERS ASSIGNMENTS TO VARIOUS ORGANIZATIONS FOR CALENDAR YEAR 2024**

**RECOMMENDED ACTION:** Review the Council Member appointments and assignments chart and designate delegates to represent the City at various member organization meetings for the calendar year January through December 2024.

City Manager Smoot opened the item for discussion.

Council reviewed the list and appointed delegates and alternates to each organization. It was Council consensus to dissolve the City Resiliency Ad Hoc Committee.

Mayor Pro Tem Waronek made a motion, seconded by Council Member Waite to make the appointments as designated by the Council and to dissolve the City Resiliency Ad Hoc Committee.

**MOTION CARRIED** by the following vote:

AYES: Council Members: Segawa, Waite, Mayor Pro Tem Waronek, and Mayor Uphoff

NOES: None

ABSENT: Council Member Gazeley



**b. DISCUSSION AND CONSIDERATION OF A RESOLUTION APPROVING AN EMPLOYMENT AGREEMENT WITH JOE HOEFGEN TO SERVE AS INTERIM CITY MANAGER**

**RECOMMENDED ACTION:** Adopt Resolution 2023-30 approving an employment agreement with Joe Hoefgen to serve as Interim City Manager.

**RESOLUTION NO. 2023-30 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMITA, CALIFORNIA, APPOINTING JOE HOEFGEN AS INTERIM CITY MANAGER AND APPROVING AN EMPLOYMENT AGREEMENT**

City Manager Smoot presented the staff report per the agenda material. His resignation takes effect January 1, 2024, and Mr. Hoefgen would begin work for the City on January 2, 2024, if the agreement is approved.

Mr. Hoefgen introduced himself and shared his background in municipal government.

Council Member Segawa made a motion, seconded by Mayor Pro Tem Waronek to approve the recommended action.

It was noted that the signature line of the resolution should be changed to show Mayor Uphoff's name.

**MOTION CARRIED** by the following vote:

AYES: Council Members: Segawa, Waite, Mayor Pro Tem Waronek, and Mayor Uphoff

NOES: None

ABSENT: Council Member Gazeley

**10. PUBLIC HEARINGS**

None scheduled.

**11. ADJOURNMENT**

There being no further business to discuss, Mayor Uphoff adjourned the meeting at 6:48 p.m.

Respectfully submitted,

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Kathleen Horn Gregory, MMC, City Clerk  
Adopted:

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

**1. OPENING CEREMONIES**

a. Call Meeting to Order

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

b. Flag Salute

Council Member Waite led the salute to the flag.

c. Invocation

Mayor Pro Tem Waronek gave the invocation.

d. Roll Call

**PRESENT:** Council Members: Segawa, Waite, Mayor Pro Tem Waronek, and Mayor Uphoff

**ABSENT:** Council Member Gazeley

**STAFF PRESENT:** City Manager Smoot, City Attorney Rusin, Assistant City Manager Sugano, Public Works Director Dillon, Administrative Services Director Kamada, Recreation Manager Kelley, Senior Management Analyst Hernandez, Associate Planner MacMorran, Parking Enforcement Supervisor Campos, and City Clerk Gregory

**2. APPROVAL OF AGENDA**

Council Member Segawa made a motion, seconded by Mayor Pro Tem Waronek to approve the agenda, with scheduled item no. 8c moved to be presented during the presentation portion of the meeting.

**MOTION CARRIED** by the following vote:

**AYES:** Council Members: Segawa, Waite, Mayor Pro Tem Waronek, and Mayor Uphoff

**NOES:** None

**ABSENT:** Council Member Gazeley

### **3. PRESENTATIONS**

The City Council honored the first-place football and volleyball teams from Lomita Park's 2023 Youth Sports' program. Players and coaches for each team received certificates of recognition.

Outgoing City Manager Smoot was honored by the Council for his service to the City. He was presented with a plaque of appreciation.

### **4. ORAL COMMUNICATIONS**

Mayor Uphoff announced the time for oral communications. There being no requests from the public to speak, Mayor Uphoff closed oral communications.

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

Council Member Waite reported on the following:

- December 6 – South Bay Cities Council of Governments (SBCCOG) South Bay Energy and Climate Recognition Program
- December 9 – His a cappella group performed beside Salvation Army bell-ringers at Sam's Club
- December 11 – SBCCOG Steering Committee Meeting
- December 14 – Menorah Lighting at City Hall
- December 15 – South Bay Association of Chambers of Commerce (SBACC) Installation

Council member Segawa reported on the following:

- December 12 – Founders Day/60<sup>th</sup> Anniversary Subcommittee Meeting
- Recent Reception for State Senator Ben Allen
- December 15 – SBACC Installation

Mayor Pro Tem Waronek reported on the following:

- Recent California Contract Cities Association (CCCA) Executive Board Meeting
- December 7 – Southern California Association of Governments Southern California Economic Summit
- Recent Street Racing Kills Scholarship Event
- Recent Joint Powers Insurance Authority Executive Committee Meeting
- December 14 – Lomita Chamber of Commerce Holiday Board Meeting
- December 15 – Lomita Fire Station Visit to Local Schools with Santa and Mrs. Claus
- December 15 – SBACC Installation
- Encouraged others to volunteer for Salvation Army bell-ringing shifts at Sam's Club on December 23

Mayor Uphoff reported on the following:

- December 13 – CCCA Annual All Cities Holiday Reception
- Recent Reception for State Senator Ben Allen
- December 15 – SBACC Installation

**6. CITY MANAGER'S REPORT** (information only)

City Manager Smoot had nothing to report.

**7. CONSENT AGENDA**

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

Council Member Segawa made a motion, seconded by Mayor Pro Tem Waronek to approve the recommended action.

**MOTION CARRIED** by the following vote:

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

- 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 Meetings of September 5, 2023, and October 3, 2023.

**RECOMMENDED ACTION:** Approve minutes.

- c. Warrants/Payroll Register

**RECOMMENDED ACTION:** Approve and file Warrants/Payroll Register.

- d. Monthly Report for the Administrative Services Department

**RECOMMENDED ACTION:** Receive and file the report.

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

**RECOMMENDED ACTION:** Receive and file the report.

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

**RECOMMENDED ACTION:** Receive and file the report.

- g. Monthly Report for the Recreation and Facilities Division

**RECOMMENDED ACTION:** Receive and file the report.

- h. Monthly Report for the Public Works Department

**RECOMMENDED ACTION:** Receive and file the report.

- i. November 2023 Treasury & Investment Report

**RECOMMENDED ACTION:** Receive and file the report.

- j. Professional Services Agreement with Administrative Services Co-Op for the Dial-A-Ride Program (DAR)

**RECOMMENDED ACTION:** Authorize the City Manager to execute a one-year contract with Administrative Services Co-Op to provide Dial-a-Ride (DAR) program services.

- k. Agreement with Tripepi Smith Talent Solutions to Provide City Manager Executive Recruitment Services

**RECOMMENDED ACTION:** Approve the agreement and authorize the City Manager to execute the agreement.

## 8. SCHEDULED ITEMS

- a. **DISCUSSION AND CONSIDERATION OF CANCELLING THE TUESDAY, JANUARY 2, 2024, REGULAR CITY COUNCIL MEETING** (No staff report)

**RECOMMENDED ACTION:** Cancel the Tuesday, January 2, 2024, Regular City Council meeting due to the holiday break.

City Manager Smoot opened the item for Council discussion. There being none, Mayor Uphoff invited public comment. There being no requests from the public to speak on this item, Mayor Uphoff brought the item back to the Council for a motion.

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

**MOTION CARRIED** by the following vote:

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

- b. **DISCUSSION AND CONSIDERATION OF CITY OF LOMITA SPECIAL AND 60TH ANNIVERSARY COMMUNITY EVENTS**

**RECOMMENDED ACTION:** Approve the City of Lomita's Special Events for 2024-2025.

Recreation Manager Kelley outlined new special events for 2024-2025, including a classic car show as part of National Night Out, a cornhole tournament, and the City's 60<sup>th</sup> Anniversary event to be held on February 15, which will feature a parade and a ceremony. Additional funding is requested due to the inclusion of the 60<sup>th</sup> Anniversary event.

Senior Management Analyst Hernandez spoke about other events including the 60<sup>th</sup> Anniversary art contest, whose winning submissions will be featured in an 18-month calendar which will highlight dates of upcoming special events in Lomita. Other events

slated for this year include special City Council recognition of residents with unique ties to Lomita, and a Red Cross blood drive on February 6.

Brief Council discussion took place relative to a possible tie-in to a food recycling program to interest Athens Services in sponsoring the 60<sup>th</sup> Anniversary event, and of including other significant dates on the calendar such as Lomita Little League Opening Day.

There being no requests from the public to speak on this item, Mayor Uphoff invited further discussion or a motion.

Brief Council discussion took place relative to whether to continue the annual golf tournament due to its demands on staff time and reduction in proceeds in recent years.

Assistant City Manager Sugano stated that more golfers and higher costs have resulted in decreased revenue from the event.

Brief Council discussion took place relative to how staff turnover results in a lack of consistency in planning/holding special events such as the golf tournament, and offering sponsorship packages that include major events for the whole year.

The Council requested that the golf tournament be brought back for further discussion at a future meeting.

Council Member Waite made a motion, seconded by Mayor Pro Tem Waronek to approve the recommended action, and to approve additional funding for the 60<sup>th</sup> Anniversary event.

**MOTION CARRIED** by the following vote:

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

c. **DISCUSSION AND CONSIDERATION OF THE ACCEPTANCE OF THE CITY'S AUDIT REPORT FOR FISCAL YEAR 2022-2023**

**RECOMMENDATION:** Receive and file the Fiscal Year 2022-2023 Annual Comprehensive Financial Report (ACFR), Fiscal Year 2022-2023 Single Audit Report, and the Measure W Audit Report for Fiscal Years 2020-2021, 2021-2022, and 2022-2023.

Administrative Services Director Kamada introduced Matt Lenton, CPA of Gruber and Lopez, Inc., the City's Auditing Director. He gave a brief presentation outlining the ACFR, Single Audit Report, and the Measure W Audit Report for Fiscal Years 2020-2021, 2021-2022, and 2022-2023. He outlined the process, including reconciling the general ledger to detailed sub-ledgers, objectives, audit products produced, and the results: an unmodified opinion (the highest opinion possible) on the City's financial statements issued on December 13, 2023. He also outlined financial statement highlights, and General Fund budgetary highlights.

The Council noted the City's excellent financial position.

Mayor Uphoff invited additional Council discussion. There being none, Mayor Uphoff invited public comment. There being no requests from the public to speak on this item, Mayor Uphoff brought the item back to the Council for a motion.

Mayor Pro Tem Waronek made a motion, seconded by Council Member Segawa to approve the recommended action.

**MOTION CARRIED** by the following vote:

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

d. **DISCUSSION AND CONSIDERATION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH HAZEN AND SAWYER FOR ENGINEERING DESIGN SERVICES FOR THE DOWNTOWN LOMITA MULTI-BENEFIT STORMWATER PROJECT**

**RECOMMENDED ACTION:** 1) Approve a Professional Services Agreement with Hazen and Sawyer for Engineering Design Services for the Downtown Lomita Multi-Benefit Stormwater Project in the amount of \$853,777 plus a 10% contingency amount of \$85,378, for a total amount of \$939,155; and 2) Authorize the City Manager and City Clerk to execute the Agreement.

Public Works Director Dillon presented the staff report per the agenda material, which included the project overview and objectives. If approved, the detailed design phase would begin in January 2024. She noted prior milestones relative to the project, and spoke of the funding in place, which consists largely of grants. She also outlined the benefits of the project, including promoting socialization in downtown Lomita.

Mayor Uphoff invited Council discussion. There being none, Mayor Uphoff invited public comment. There being no requests from the public to speak on this item, Mayor Uphoff brought the item back to the Council for a motion.

Council Member Waite made a motion, seconded by Mayor Pro Tem Waronek, to approve the recommended action.

**MOTION CARRIED** by the following vote:

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

**9. PUBLIC HEARINGS**

a. **DISCUSSION AND CONSIDERATION OF AN ORDINANCE TO IMPLEMENT A DEFINED LENGTH OF ONE HUNDRED (100) FEET OF VEHICLE MOVEMENT FOLLOWING NOTICE OF SEVENTY-TWO (72) HOURS OF CONSECUTIVE NON-MOVEMENT (First Reading)**

**RECOMMENDED ACTION:** After conducting a public hearing, and after the City Attorney reads the title, introduce on first reading an ordinance amending Title VIII (Motor Vehicles and Traffic), Chapter 1 (Traffic and Parking), Article 1. (In General), Section 8-1.05(a) of the Lomita Municipal Code, to implement a defined length of one hundred (100) feet of vehicle movement following notice of seventy-two (72) hours of consecutive non-movement. Also, establishing an exception for vehicles which move across from their location or around the corner of their location, if less than one hundred (100) feet moved.

Senior Management Analyst Hernandez presented the staff report per the agenda material. She gave the background and intent of this law, which is to reduce the number of abandoned vehicles parked on City streets. She introduced Parking Enforcement Supervisor Campos who gave additional information based on his research which resulted in the recommendations behind this ordinance. If vehicles are in non-compliance, they will be towed unless there are certain special circumstances.

Mayor Uphoff invited Council discussion. There being none, Mayor Uphoff opened the public hearing at 7:01 p.m. There being no requests from the public to speak on this item, Mayor Uphoff closed the public hearing at 7:01 p.m. and brought the item back to the Council for a motion.

City Attorney Rusin read the title of the ordinance to be introduced.

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

**MOTION CARRIED** by the following vote:

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

**Introduced the following titled ordinance:**

**ORDINANCE NO. 859 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOMITA, CALIFORNIA, APPROVING AN ORDINANCE AMENDING LOMITA MUNICIPAL CODE TITLE VIII (MOTOR VEHICLES AND TRAFFIC), CHAPTER 1 (TRAFFIC AND PARKING), ARTICLE 1. (IN GENERAL), SECTION 8-1.05(A), TO IMPLEMENT A DEFINED LENGTH OF ONE HUNDRED (100) FEET OF VEHICLE MOVEMENT FOLLOWING NOTICE OF SEVENTY-TWO (72) HOURS OF CONSECUTIVE NON-MOVEMENT**

**b. DISCUSSION AND CONSIDERATION OF A RESOLUTION APPROVING A ONE-YEAR EXTENSION FOR VESTING TENTATIVE PARCEL MAP NO. 83039**

**RECOMMENDED ACTION:** Adopt Resolution No. 2023-31, approving a one-year extension of VTPM No. 83039 to subdivide a 19,148 square-foot, single-family residential lot into two single-family residential lots and finding the project categorically exempt from the Categorical Environmental Quality Act., subject to the conditions of approval.

Mayor Uphoff recused himself from discussion of this item as he lives within 300 feet of the property. He left the dais and the meeting (as this was the final item) at 7:03 p.m.



Mayor Pro Tem Waronek took over as Chair of the meeting. Associate Planner MacMorran presented the staff report per the agenda material, which included the project background.

There was brief discussion relative to the reason for the extension. Associate Planner MacMorran stated that extra time was necessary for the applicant to meet the conditions, including demolishing the house, which was occupied.

Mayor Pro Tem Waronek invited Council discussion. There being none, Mayor Pro Tem Waronek opened the public hearing at 7:06 p.m. There being no requests from the public to speak on this item, Mayor Pro Tem Waronek closed the public hearing at 7:06 p.m. and brought the item back to the Council for a motion.

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

**MOTION CARRIED** by the following vote:

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

**Adopted the following titled resolution:**

**RESOLUTION NO. 2023-31 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMITA, CALIFORNIA APPROVING A ONE-YEAR EXTENSION FOR VESTING TENTATIVE PARCEL MAP NO. 83039, A SUBDIVISION OF ONE 19,148 SQUARE-FOOT SINGLE-FAMILY RESIDENTIAL LOT INTO TWO SINGLE-FAMILY RESIDENTIAL LOTS LOCATED AT 25307 OAK STREET, DESIGNATED LOW DENSITY RESIDENTIAL BY THE GENERAL PLAN AND FINDING THE ACTION TO BE EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT**

## 10. ADJOURNMENT

There being no further business to discuss, Mayor Pro Tem Waronek adjourned the meeting at 7:07 p.m.

Respectfully submitted,

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Kathleen Horn Gregory, MMC, City Clerk  
Adopted:

**MINUTES OF THE  
LOMITA CITY COUNCIL  
REGULAR MEETING  
TUESDAY, JANUARY 16, 2024**

**1. OPENING CEREMONIES**

a. Call Meeting to Order

The regular meeting of the Lomita City Council was called to order by Mayor Uphoff at 6:00 p.m. on Tuesday, January 16, 2024, 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 Uphoff gave the invocation.

d. Roll Call

**PRESENT:** Council Members: Segawa, Waite, Mayor Pro Tem Waronek, and Mayor Uphoff

**ABSENT:** Council Member Gazeley

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

**2. APPROVAL OF AGENDA**

Council Member Segawa made a motion, seconded by Mayor Pro Tem Waronek to approve the agenda.

**MOTION CARRIED** by the following vote:

AYES: Council Members: Segawa, Waite, Mayor Pro Tem Waronek, and Mayor Uphoff

NOES: None

ABSENT: Council Member Gazeley

**3. PRESENTATIONS**

There were no presentations scheduled for this meeting.

#### 4. ORAL COMMUNICATIONS

Mayor Uphoff announced the time for oral communications. There being no requests from the public to speak, Mayor Uphoff closed oral communications.

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

Council Member Segawa had nothing to report.

Council Member Waite reported on the following:

- January 8-10 – California Contract Cities Association (CCCA) 2024 Sacramento Legislative Tour

Mayor Pro Tem Waronek reported on the following:

- Recent Cal Cities Policy Orientation Meeting
- Recent Southern California Association of Governments Policy Committee Meeting
- January 8-10 –CCCA 2024 Sacramento Legislative Tour
- January 11 – South Bay Cities Council of Governments Legislative Briefing
- January 11 – Founders Day/60<sup>th</sup> Anniversary Subcommittee Meeting
- January 12 – Economic Development Subcommittee Meeting

Mayor Uphoff reported on the following:

- January 4 – Meeting related to a homeless individual in Lomita
- January 8-10 – CCCA 2024 Sacramento Legislative Tour
- Encouraged residents to report instances of retail theft

The Council directed staff to return with discussion of options for an anti-camping ordinance at a future meeting.

#### 6. CITY MANAGER'S REPORT (information only)

Interim City Manager Hoefgen introduced himself. Public Works Director Dillon introduced Fred Aboujaoude, the City's new Principal Engineer, and shared some of his background.

#### 7. CONSENT AGENDA

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

City Attorney Rusin noted typos to be corrected in item 7j's final ordinance, in subsection 2: 1) The comma in the first sentence should be deleted; and 2) The last sentence should read "the only exceptions being vehicles which moved across the street from their location or around the corner of their location, if moved less than a hundred feet."

Mayor Pro Tem Waronek recused himself from voting on items 7l and 7m, as he is the City Council liaison to the Lomita Chamber of Commerce. He stated that while he is not a voting member, he does provide input.

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

**MOTION CARRIED** by the following vote:

AYES: Council Members: Segawa, Waite, Mayor Pro Tem Waronek, and Mayor Uphoff

NOES: None

ABSENT: Council Member Gazeley

- 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 November 7, 2023

**RECOMMENDED ACTION:** Approve minutes.

- c. Warrants/Payroll Register

**RECOMMENDED ACTION:** Approve and file Warrants/Payroll Register.

- d. Monthly Report for the Administrative Services Department

**RECOMMENDED ACTION:** Receive and file the report.

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

**RECOMMENDED ACTION:** Receive and file the report.

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

**RECOMMENDED ACTION:** Receive and file the report.

- g. Monthly Report for the Recreation and Facilities Division

**RECOMMENDED ACTION:** Receive and file the report.

- h. Monthly Report for the Public Works Department

**RECOMMENDED ACTION:** Receive and file the report.

- i. December 2023 Treasury & Investment Report

**RECOMMENDED ACTION:** Receive and file the report.

- j. Second Reading and Adoption of Ordinance No. 859

**RECOMMENDED ACTION:** Adopt ordinance.

**ORDINANCE NO. 859 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOMITA, CALIFORNIA, APPROVING AN ORDINANCE AMENDING LOMITA**

**MUNICIPAL CODE TITLE VIII (MOTOR VEHICLES AND TRAFFIC), CHAPTER 1 (TRAFFIC AND PARKING), ARTICLE 1. (IN GENERAL), SECTION 8-1.05(A), TO IMPLEMENT A DEFINED LENGTH OF ONE HUNDRED (100) FEET OF VEHICLE MOVEMENT FOLLOWING NOTICE OF SEVENTY-TWO (72) HOURS OF CONSECUTIVE NON-MOVEMENT**

- k. Fiscal Year (FY) 2022/23 Quarterly Financial Report

**RECOMMENDED ACTION:** Receive and file the Fiscal Year (FY) 2022/23 Quarterly Financial Report Second Quarter Ending December 31, 2023.

- l. Request for Sponsorship from the Lomita Chamber of Commerce for Lemonade Day, the Board Installation and Awards Night, and the Facility and Staff Support for State of the City

**RECOMMENDED ACTION:** Authorize the Interim City Manager to sign the sponsorship form to support the Lomita Chamber of Commerce with this year's Lemonade Day, Board Installation and Awards Night, and the State of the City events.

- m. Approval of License Agreement with the Lomita Chamber of Commerce to Use Office Space in the City Council Chamber Annex

**RECOMMENDED ACTION:** Authorize the Interim City Manager to sign a license agreement with the Lomita Chamber of Commerce to use a desk space in the newly converted Council Chamber Annex.

**8. SCHEDULED ITEMS**

None scheduled.

**9. PUBLIC HEARINGS**

None scheduled.

**10. ADJOURNMENT**

There being no further business to discuss, Mayor Uphoff adjourned the meeting at 6:10 p.m.

Respectfully submitted,

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Kathleen Horn Gregory, MMC, City Clerk  
Adopted:

TO: Honorable Mayor and City Council  
FROM: Administrative Services Department  
DATE: February 6, 2024  
SUBJECT: WARRANT REGISTER  
PAYROLL REGISTER

February 6, 2024	TOTAL WARRANTS ISSUED:	\$1,242,646.16
	Wires Transfers:	11029-11042
	Prepay:	532002-532003
	Check Numbers:	532004-532102

Total Pages of Register: 18

January 12, 2024	TOTAL PAYROLL ISSUED:	\$185,890.16
January 26, 2024	TOTAL PAYROLL ISSUED:	\$131,509.93

I hereby certify that the demands or claims covered by the checks listed on pages 1 to 18 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 1/17/2024 - 2/6/2024

Payment Number	Payment Date	Vendor Name	Payable Number	Description (Item)	Amount
<b>Vendor: 7228 - #1 All Safe &amp; Secure</b>					
532004	02/06/2024	#1 All Safe & Secure	12-2023	Pre-Employee Live Scan	40.00
				<b>Vendor 7228 - #1 All Safe &amp; Secure Total:</b>	<b>40.00</b>
<b>Vendor: 12798 - 4LEAF, Inc.</b>					
532005	02/06/2024	4LEAF, Inc.	J4121L	Augmented Code Enforcement..	5,400.00
				<b>Vendor 12798 - 4LEAF, Inc. Total:</b>	<b>5,400.00</b>
<b>Vendor: 6948 - A1 Lawnmower Shop</b>					
532006	02/06/2024	A1 Lawnmower Shop	01582	Trash Can	47.40
				<b>Vendor 6948 - A1 Lawnmower Shop Total:</b>	<b>47.40</b>
<b>Vendor: 7318 - A-A Backflow Testing &amp; Maintenance</b>					
532007	02/06/2024	A-A Backflow Testing & Main...	83843	Backflow Testing	65.00
532007	02/06/2024	A-A Backflow Testing & Main...	83844	Backflow Testing	65.00
				<b>Vendor 7318 - A-A Backflow Testing &amp; Maintenance Total:</b>	<b>130.00</b>
<b>Vendor: 7353 - ACE Whatever It Takes</b>					
532008	02/06/2024	ACE Whatever It Takes	6228	Paint Roller Cover 3-Pk	13.22
532008	02/06/2024	ACE Whatever It Takes	6228	Paint Roller Cover 3-Pk	11.01
532008	02/06/2024	ACE Whatever It Takes	6228	Spray Paint 12 oz	7.71
532008	02/06/2024	ACE Whatever It Takes	6228	Paint Roller Frame Threaded ...	6.60
532008	02/06/2024	ACE Whatever It Takes	6229	3M Face Shield Clear Lens Blue..	22.04
532008	02/06/2024	ACE Whatever It Takes	6229	Aluminum Oxide Masonry Cutt..	8.80
532008	02/06/2024	ACE Whatever It Takes	6229	Duty Blade Dispenser with Bla...	11.01
532008	02/06/2024	ACE Whatever It Takes	6231	Misc Fasteners	108.78
532008	02/06/2024	ACE Whatever It Takes	6237	Ace Better Roller	44.00
532008	02/06/2024	ACE Whatever It Takes	6237	Hard Bristle Polypropylene Ha...	7.71
532008	02/06/2024	ACE Whatever It Takes	6237	Gloves	17.63
532008	02/06/2024	ACE Whatever It Takes	6237	Paint Roller Frame Threaded ...	8.80
532008	02/06/2024	ACE Whatever It Takes	6237	Paint Roller Cover 3-Pk	13.22
532008	02/06/2024	ACE Whatever It Takes	6245	Cleaning Gloves L Blue 1 pk	8.81
532008	02/06/2024	ACE Whatever It Takes	6245	Carbon Steel Wire Brush	7.71
532008	02/06/2024	ACE Whatever It Takes	6245	Substitute Cleaner 32 oz	6.60
				<b>Vendor 7353 - ACE Whatever It Takes Total:</b>	<b>303.65</b>
<b>Vendor: 12301 - Adam Burt</b>					
532009	02/06/2024	Adam Burt	011124	Youth Tennis Instructor	1,030.40
				<b>Vendor 12301 - Adam Burt Total:</b>	<b>1,030.40</b>
<b>Vendor: 0180 - Administrative Services Co-op, Inc.</b>					
532010	02/06/2024	Administrative Services Co-op,...	231212	DAR December 23	9,570.88
				<b>Vendor 0180 - Administrative Services Co-op, Inc. Total:</b>	<b>9,570.88</b>
<b>Vendor: 12755 - Agri-Turf Distributing, LLC</b>					
532011	02/06/2024	Agri-Turf Distributing, LLC	92693	Birchmeier Sprayer Flox 10K 2...	419.31
				<b>Vendor 12755 - Agri-Turf Distributing, LLC Total:</b>	<b>419.31</b>
<b>Vendor: 12207 - AKM Consulting Engineers, Inc.</b>					
532012	02/06/2024	AKM Consulting Engineers, Inc.	0012582	Consulting Sevices for CWPF ...	4,180.00
532012	02/06/2024	AKM Consulting Engineers, Inc.	0012605	Consulting Sevices for CWPF ...	1,330.00
				<b>Vendor 12207 - AKM Consulting Engineers, Inc. Total:</b>	<b>5,510.00</b>
<b>Vendor: 12987 - Alejandro Poli, Jr.</b>					
532013	02/06/2024	Alejandro Poli, Jr.	1236	School Presentations & Select...	3,000.00
				<b>Vendor 12987 - Alejandro Poli, Jr. Total:</b>	<b>3,000.00</b>
<b>Vendor: 12989 - Alessandro Gonzalez</b>					
532014	02/06/2024	Alessandro Gonzalez	2004373.001	Refund-Picnic Shelter Deposit-...	40.00
				<b>Vendor 12989 - Alessandro Gonzalez Total:</b>	<b>40.00</b>

**Warrant Register**

**Payment Dates: 1/17/2024 - 2/6/2024**

Payment Number	Payment Date	Vendor Name	Payable Number	Description (Item)	Amount
<b>Vendor: 12748 - Alison Montoya</b>					
532015	02/06/2024	Alison Montoya	2004375.001	Refund-Picnic Shelter Deposit-...	40.00
<b>Vendor 12748 - Alison Montoya Total:</b>					<b>40.00</b>
<b>Vendor: 7445 - All City Management Services, Inc.</b>					
532016	02/06/2024	All City Management Services, ..89940		Crossing Guard Services	5,781.60
532016	02/06/2024	All City Management Services, ..90270		Crossing Guard Services	2,890.80
<b>Vendor 7445 - All City Management Services, Inc. Total:</b>					<b>8,672.40</b>
<b>Vendor: 4060 - Allianz Life Insurance Co.</b>					
532017	02/06/2024	Allianz Life Insurance Co.	January 24	Employee Life Insurance Janua..	53.00
<b>Vendor 4060 - Allianz Life Insurance Co. Total:</b>					<b>53.00</b>
<b>Vendor: 0545 - Allied Waste Transfer Services (BFI Falcon TS)</b>					
532018	02/06/2024	Allied Waste Transfer Services ..4404-000022263		Dump Fee	342.47
532018	02/06/2024	Allied Waste Transfer Services ..4404-000022298		Dump Fee	106.69
532018	02/06/2024	Allied Waste Transfer Services ..4404-000022298		Dump Fee	194.18
532018	02/06/2024	Allied Waste Transfer Services ..4404-000022298		Dump Fee	106.69
<b>Vendor 0545 - Allied Waste Transfer Services (BFI Falcon TS) Total:</b>					<b>750.03</b>
<b>Vendor: 12155 - Amazon Capital Services</b>					
532019	02/06/2024	Amazon Capital Services	14RJ-GQ3Y-D4R9	iPhone Case with Screen	28.64
532019	02/06/2024	Amazon Capital Services	171Y-G69F-M99H	Waterproof Cases for iPhone ...	76.05
532019	02/06/2024	Amazon Capital Services	19DT-CK73-Q4KJ	50 Pieces ID Card Holders	12.12
532019	02/06/2024	Amazon Capital Services	19JM-YK33-MD19	iPhone Case	37.49
532019	02/06/2024	Amazon Capital Services	19JM-YK33-MD19	iPhone Case	33.03
532019	02/06/2024	Amazon Capital Services	19JM-YK33-MD19	iPhone Case	37.49
532019	02/06/2024	Amazon Capital Services	19JM-YK33-MD19	iPhone Case	16.52
532019	02/06/2024	Amazon Capital Services	19JM-YK33-MD19	iPhone Case	37.49
532019	02/06/2024	Amazon Capital Services	19JM-YK33-MD19	iPhone Case	37.49
532019	02/06/2024	Amazon Capital Services	19JM-YK33-MD19	iPhone Case	115.22
532019	02/06/2024	Amazon Capital Services	19JM-YK33-MD19	iPhone Case	16.52
532019	02/06/2024	Amazon Capital Services	1KC4-Q4RN-DTNL	USB 2.0 Flash Memory	11.01
532019	02/06/2024	Amazon Capital Services	1NYR-VLTY-6M4V	Desk Calendar 22" X 17"	50.68
532019	02/06/2024	Amazon Capital Services	1PHK-3YPP-1Q19	ViewSonic Monitor-Electronic...	10.00
532019	02/06/2024	Amazon Capital Services	1PHK-3YPP-1Q19	ViewSonic 24" Full HD 1080p...	230.40
532019	02/06/2024	Amazon Capital Services	1PHK-3YPP-37HV	6 X 10 ft American Flag	119.05
532019	02/06/2024	Amazon Capital Services	1PHK-3YPP-37HV	4 X 6 ft American Flag	50.78
532019	02/06/2024	Amazon Capital Services	1PHK-3YPP-37HV	4 X 6 ft California Nylon State ...	323.03
532019	02/06/2024	Amazon Capital Services	1PHK-3YPP-37HV	3 X 5 ft Pow Mia Flag	158.72
532019	02/06/2024	Amazon Capital Services	1PQ3-GKNN-THR4	iPhone Case	23.79
532019	02/06/2024	Amazon Capital Services	1R69-T3VG-7GJH	Antibacterial Handwash	135.86
532019	02/06/2024	Amazon Capital Services	1XDT-R693-4FWD	Safety Vest	20.60
532019	02/06/2024	Amazon Capital Services	1XMQ-LMMX-6P3F	Soap Dispensing Dish Sponge ...	15.41
532019	02/06/2024	Amazon Capital Services	1XMQ-LMMX-6P3F	Soap Dispensing Dish Sponge	11.02
<b>Vendor 12155 - Amazon Capital Services Total:</b>					<b>1,608.41</b>
<b>Vendor: 7408 - American Fidelity</b>					
11030	01/19/2024	American Fidelity	D676636	Employee Life/Accident Insur...	797.12
11030	01/19/2024	American Fidelity	D676636	Employee Life/Accident Insur...	98.46
11030	01/19/2024	American Fidelity	D676636	Employee Life/Accident Insur...	198.88
11030	01/19/2024	American Fidelity	D676636	Employee Life/Accident Insur...	164.10
11030	01/19/2024	American Fidelity	D676636	Employee Life/Accident Insur...	108.00
11030	01/19/2024	American Fidelity	D676636	Employee Life/Accident Insur...	307.72
11036	01/24/2024	American Fidelity	2361806B	Employee Flexible Spending A...	1,438.31
11042	02/01/2024	American Fidelity	2361807A	Employee Flexible Spending A...	1,438.31
<b>Vendor 7408 - American Fidelity Total:</b>					<b>4,550.90</b>
<b>Vendor: 12986 - Andrea Guerrero</b>					
532020	02/06/2024	Andrea Guerrero	2004369.001	Refund-Tom Rico Deposit-Non...	200.00
<b>Vendor 12986 - Andrea Guerrero Total:</b>					<b>200.00</b>
<b>Vendor: 12257 - Aramsco Inc.</b>					
532021	02/06/2024	Aramasco Inc.	S6248166.001	Nitrile 6 Mil Black Gloves 100...	153.36



**Warrant Register**

**Payment Dates: 1/17/2024 - 2/6/2024**

Payment Number	Payment Date	Vendor Name	Payable Number	Description (Item)	Amount
532021	02/06/2024	AramSCO Inc.	56248166.001	Black Liners B60XH 36 X 58	432.90
<b>Vendor 12257 - AramSCO Inc. Total:</b>					<b>586.26</b>
<b>Vendor: 6609 - AT&amp;T</b>					
532022	02/06/2024	AT&T	21079911	City Hall & Park December 23	333.76
532022	02/06/2024	AT&T	21079911	Water December 23	-12.76
532022	02/06/2024	AT&T	21079913	Railroad Museum December ...	-6.56
<b>Vendor 6609 - AT&amp;T Total:</b>					<b>314.44</b>
<b>Vendor: 4020 - Automatic Data Processing</b>					
11041	02/02/2024	Automatic Data Processing	653030180	Payroll Processing-Pay Ending ...	3,226.07
11041	02/02/2024	Automatic Data Processing	653030180	Payroll Processing-Pay Ending ...	1,075.36
<b>Vendor 4020 - Automatic Data Processing Total:</b>					<b>4,301.43</b>
<b>Vendor: 3334 - Autozone, Inc.</b>					
532023	02/06/2024	Autozone, Inc.	2859814519	Trailer Hitch	284.87
<b>Vendor 3334 - Autozone, Inc. Total:</b>					<b>284.87</b>
<b>Vendor: 0415 - B.D. White Top Soil Co.</b>					
532024	02/06/2024	B.D. White Top Soil Co.	89925	Landscape Fabric 3 X 300	82.69
532024	02/06/2024	B.D. White Top Soil Co.	89925	Dirt Mix	40.79
<b>Vendor 0415 - B.D. White Top Soil Co. Total:</b>					<b>123.48</b>
<b>Vendor: 12252 - Barry Waite</b>					
532025	02/06/2024	Barry Waite	011024	Reimbursement for CC Legislat..	739.32
532025	02/06/2024	Barry Waite	031324	Reimb. for Congressional City ...	1,171.20
<b>Vendor 12252 - Barry Waite Total:</b>					<b>1,910.52</b>
<b>Vendor: 7477 - Best Best &amp; Krieger, LLP</b>					
532026	02/06/2024	Best Best & Krieger, LLP	985558	Code Enforcement/General Lit..	3,439.20
532026	02/06/2024	Best Best & Krieger, LLP	985559	Legal Services December 23	683.20
532026	02/06/2024	Best Best & Krieger, LLP	985560	Legal Services December 23	3,707.62
532026	02/06/2024	Best Best & Krieger, LLP	985560	Legal Services December 23	654.29
532026	02/06/2024	Best Best & Krieger, LLP	985561	Special Services December 23	244.00
<b>Vendor 7477 - Best Best &amp; Krieger, LLP Total:</b>					<b>8,728.31</b>
<b>Vendor: 12940 - Blue Ridge Mechanical</b>					
532027	02/06/2024	Blue Ridge Mechanical	372	Connection of the Generator t...	14,362.00
<b>Vendor 12940 - Blue Ridge Mechanical Total:</b>					<b>14,362.00</b>
<b>Vendor: 12762 - Brianna Rindge</b>					
532028	02/06/2024	Brianna Rindge	011224	Wellness Reimbursement	58.32
<b>Vendor 12762 - Brianna Rindge Total:</b>					<b>58.32</b>
<b>Vendor: 7289 - Bucknam Infrastructure Group, Inc.</b>					
532029	02/06/2024	Bucknam Infrastructure Group...	351-03.02	Pavement Management Syst...	8,017.75
<b>Vendor 7289 - Bucknam Infrastructure Group, Inc. Total:</b>					<b>8,017.75</b>
<b>Vendor: 12810 - California Greenhouses &amp; OC Succulents</b>					
532030	02/06/2024	California Greenhouses & OC ...	201-49171	10"/5G Aloe Striata	69.46
532030	02/06/2024	California Greenhouses & OC ...	201-49171	10"/5G Echeveria Dusty Rose	86.06
532030	02/06/2024	California Greenhouses & OC ...	201-49171	10"/5G Cordyline Salsa	56.06
532030	02/06/2024	California Greenhouses & OC ...	201-49171	10"/5G Agave Ray of Light	124.03
<b>Vendor 12810 - California Greenhouses &amp; OC Succulents Total:</b>					<b>335.61</b>
<b>Vendor: 7319 - California State Disbursement Unit</b>					
532031	02/06/2024	California State Disbursement...	020924-1622	Employee Garnishment-Pay D...	230.76
532031	02/06/2024	California State Disbursement...	020924-800	Employee Garnishment-Pay D...	70.61
<b>Vendor 7319 - California State Disbursement Unit Total:</b>					<b>301.37</b>
<b>Vendor: 6687 - Canon Financial Services, Inc.</b>					
532032	02/06/2024	Canon Financial Services, Inc.	31909115	Public Works & Recreation Co...	328.54
<b>Vendor 6687 - Canon Financial Services, Inc. Total:</b>					<b>328.54</b>
<b>Vendor: 12537 - ChargePoint, Inc.</b>					
532033	02/06/2024	ChargePoint, Inc.	IN243466	Electric Vehicle Chargers Ann...	3,823.47
<b>Vendor 12537 - ChargePoint, Inc. Total:</b>					<b>3,823.47</b>
<b>Vendor: 12822 - City of Lomita - Petty Cash</b>					
532034	02/06/2024	City of Lomita - Petty Cash	December 23	Petty Cash December 23	45.00

**Warrant Register**

**Payment Dates: 1/17/2024 - 2/6/2024**

Payment Number	Payment Date	Vendor Name	Payable Number	Description (Item)	Amount
532034	02/06/2024	City of Lomita - Petty Cash	December 23	Petty Cash December 23	10.97
532034	02/06/2024	City of Lomita - Petty Cash	December 23	Petty Cash December 23	11.00
532034	02/06/2024	City of Lomita - Petty Cash	December 23	Petty Cash December 23	15.43
<b>Vendor 12822 - City of Lomita - Petty Cash Total:</b>					<b>82.40</b>
<b>Vendor: 7505 - City of Los Angeles Treasurer</b>					
532035	02/06/2024	City of Los Angeles Treasurer	UP230000411	Permit Fee for 247th Area Pro...	318,542.99
<b>Vendor 7505 - City of Los Angeles Treasurer Total:</b>					<b>318,542.99</b>
<b>Vendor: 6934 - Clinical Laboratory of San Bernardino, Inc.</b>					
532036	02/06/2024	Clinical Laboratory of San Ber...	2302000	Water Quality Report Novem...	1,542.00
<b>Vendor 6934 - Clinical Laboratory of San Bernardino, Inc. Total:</b>					<b>1,542.00</b>
<b>Vendor: 4040 - Colonial Insurance Co.</b>					
11035	01/20/2024	Colonial Insurance Co.	97949750120535	Employee Life/Accident Insur...	474.33
11035	01/20/2024	Colonial Insurance Co.	97949750120535	Employee Life/Accident Insur...	453.82
11035	01/20/2024	Colonial Insurance Co.	97949750120535	Employee Life/Accident Insur...	220.87
11035	01/20/2024	Colonial Insurance Co.	97949750120535	Employee Life/Accident Insur...	80.09
11035	01/20/2024	Colonial Insurance Co.	97949750120535	Employee Life/Accident Insur...	73.62
11035	01/20/2024	Colonial Insurance Co.	97949750120535	Employee Life/Accident Insur...	97.04
<b>Vendor 4040 - Colonial Insurance Co. Total:</b>					<b>1,399.77</b>
<b>Vendor: 0915 - Copy Rite Printing</b>					
532037	02/06/2024	Copy Rite Printing	39722	Business Cards-F. Aboujaoude	41.56
532037	02/06/2024	Copy Rite Printing	39723	Business Cards-L. MacMorran	41.56
532037	02/06/2024	Copy Rite Printing	39724	Window Envelopes 1000	133.35
532037	02/06/2024	Copy Rite Printing	39724	Regular Envelopes 1000	122.55
<b>Vendor 0915 - Copy Rite Printing Total:</b>					<b>339.02</b>
<b>Vendor: 7371 - Corporate Payment Systems</b>					
532038	02/06/2024	Corporate Payment Systems	C. Villa 122623	Tree Lighting-Staff Dinner	169.23
532038	02/06/2024	Corporate Payment Systems	C. Villa 122623	Replacement Trees for City Hal..	218.30
532038	02/06/2024	Corporate Payment Systems	C. Villa 122623	Tree Lighting Supplies	137.39
532038	02/06/2024	Corporate Payment Systems	C. Villa 122623	Tree Lighting Supplies	158.76
<b>Vendor 7371 - Corporate Payment Systems Total:</b>					<b>683.68</b>
<b>Vendor: 12704 - David Evans &amp; Associates, Inc.</b>					
532039	02/06/2024	David Evans & Associates, Inc.	549367	Engineering Design-Street Rec...	14,802.00
<b>Vendor 12704 - David Evans &amp; Associates, Inc. Total:</b>					<b>14,802.00</b>
<b>Vendor: 12883 - De Novo Planning Group</b>					
532040	02/06/2024	De Novo Planning Group	4038	Lomita General Plan Update	82,763.78
<b>Vendor 12883 - De Novo Planning Group Total:</b>					<b>82,763.78</b>
<b>Vendor: 1075 - Department of Justice</b>					
532041	02/06/2024	Department of Justice	706725	Live Scan December 23	64.00
<b>Vendor 1075 - Department of Justice Total:</b>					<b>64.00</b>
<b>Vendor: 2010 - Discount Pool &amp; Spa Supply</b>					
532042	02/06/2024	Discount Pool & Spa Supply	366904-1	1" Tabs 5 lb Pail	121.25
<b>Vendor 2010 - Discount Pool &amp; Spa Supply Total:</b>					<b>121.25</b>
<b>Vendor: 7438 - Duke Service Center, Inc.</b>					
532043	02/06/2024	Duke Service Center, Inc.	123123	Park	611.06
532043	02/06/2024	Duke Service Center, Inc.	123123	Street	699.99
532043	02/06/2024	Duke Service Center, Inc.	123123	Water	855.97
<b>Vendor 7438 - Duke Service Center, Inc. Total:</b>					<b>2,167.02</b>
<b>Vendor: 3790 - ECS Imaging, Inc.</b>					
532044	02/06/2024	ECS Imaging, Inc.	18462	Restructuring Laserfiche	2,975.00
<b>Vendor 3790 - ECS Imaging, Inc. Total:</b>					<b>2,975.00</b>
<b>Vendor: 12151 - Ed's Fencing Inc.</b>					
532045	02/06/2024	Ed's Fencing Inc.	4400	Chain Link Repair	1,450.00
<b>Vendor 12151 - Ed's Fencing Inc. Total:</b>					<b>1,450.00</b>
<b>Vendor: 2095 - Ewing Irrigation Products</b>					
532046	02/06/2024	Ewing Irrigation Products	21396388	4-SST Toro Side Strip Nozzle	47.68
532046	02/06/2024	Ewing Irrigation Products	21396388	5-Q Toro quarter Nozzle	47.68

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Payment Dates: 1/17/2024 - 2/6/2024

Payment Number	Payment Date	Vendor Name	Payable Number	Description (Item)	Amount
532046	02/06/2024	Ewing Irrigation Products	21396388	5-H Toro Half Nozzle	47.68
532046	02/06/2024	Ewing Irrigation Products	21396388	4-CST Roro Center Strip	47.68
532046	02/06/2024	Ewing Irrigation Products	21449954	Sedgehammer-Turf Herbicide ...	46.60
				<b>Vendor 2095 - Ewing Irrigation Products</b>	<b>Total: 237.32</b>
<b>Vendor: 3070 - Grainger</b>					
532047	02/06/2024	Grainger	9958025083	Coil Starter	30.35
532047	02/06/2024	Grainger	9958025091	Street Sign 5/16"-18, Plain, 2 1...	11.68
532047	02/06/2024	Grainger	9961532091	Recoil Starter	30.35
532047	02/06/2024	Grainger	9961532109	Pump Hose Kit, 2" Connect, P...	340.46
532047	02/06/2024	Grainger	9961532109	Nozzle Gasket	7.34
532047	02/06/2024	Grainger	9961532117	Nozzle Gasket	2.23
532047	02/06/2024	Grainger	9961532125	Nozzle Gasket	6.24
				<b>Vendor 3070 - Grainger</b>	<b>Total: 428.65</b>
<b>Vendor: 7118 - Gruber and Lopez, Inc.</b>					
532048	02/06/2024	Gruber and Lopez, Inc.	4624	State Controllers Report 6/30...	653.50
532048	02/06/2024	Gruber and Lopez, Inc.	4624	State Controllers Report 6/30...	653.50
				<b>Vendor 7118 - Gruber and Lopez, Inc.</b>	<b>Total: 1,307.00</b>
<b>Vendor: 12984 - Heidi Bravo</b>					
532049	02/06/2024	Heidi Bravo	2004346.001	Refund - Boys Basketball Div. ...	45.00
				<b>Vendor 12984 - Heidi Bravo Total:</b>	<b>45.00</b>
<b>Vendor: 7242 - Herc Rentals, Inc.</b>					
532050	02/06/2024	Herc Rentals, Inc.	34298390-001	Boom Straight 60' Rental	479.58
532050	02/06/2024	Herc Rentals, Inc.	34298390-001	Delivery/Pick Up	275.63
532050	02/06/2024	Herc Rentals, Inc.	34298390-001	Boom Straight 60' Rental-Fuel...	219.11
532050	02/06/2024	Herc Rentals, Inc.	34298390-001	Boom Straight 60' Rental-Pro...	3.59
				<b>Vendor 7242 - Herc Rentals, Inc.</b>	<b>Total: 977.91</b>
<b>Vendor: 3052 - Home Depot Credit Services</b>					
532051	02/06/2024	Home Depot Credit Services	1111319	White Satin Enamel Exterior P...	118.63
532051	02/06/2024	Home Depot Credit Services	1111319	High-Density Foam Mini Paint...	26.33
532051	02/06/2024	Home Depot Credit Services	1111319	Painter's Tape with Edge-Lock	22.67
532051	02/06/2024	Home Depot Credit Services	1111319	Paint Care Fee	1.30
532051	02/06/2024	Home Depot Credit Services	1611672	Plated Steel Hex Head Sleeve ...	11.05
532051	02/06/2024	Home Depot Credit Services	1611672	1/2" 90-Degree Bell-End Elbow	8.64
532051	02/06/2024	Home Depot Credit Services	1611672	1/2 in. Male Terminal Adapter	3.97
532051	02/06/2024	Home Depot Credit Services	1611672	1/2" Rigid Conduit Locknuts 4...	2.05
532051	02/06/2024	Home Depot Credit Services	1611672	1/2" Type T Conduit Body	28.12
532051	02/06/2024	Home Depot Credit Services	3094625	Wooden Furniture Dolly	38.57
532051	02/06/2024	Home Depot Credit Services	3094625	Lysol All Purpose 144 oz	13.67
532051	02/06/2024	Home Depot Credit Services	3094625	Beach Concentrated 121 oz	14.29
532051	02/06/2024	Home Depot Credit Services	3094625	All Purpose Multi-Surface Cle...	16.96
532051	02/06/2024	Home Depot Credit Services	3516634	First Aid Kit 77 Pieces	9.56
532051	02/06/2024	Home Depot Credit Services	3516634	Bottle Water	9.96
532051	02/06/2024	Home Depot Credit Services	3516634	Water Bottle Deposit	2.40
532051	02/06/2024	Home Depot Credit Services	3516634	First Aid Kit 180 Pieces	26.87
532051	02/06/2024	Home Depot Credit Services	3516634	Hard Hat	23.78
532051	02/06/2024	Home Depot Credit Services	3516634	Hard Hat	29.73
532051	02/06/2024	Home Depot Credit Services	3516634	Tinted Safety Glasses 6 Pairs	59.61
532051	02/06/2024	Home Depot Credit Services	3516634	Gloves	16.03
532051	02/06/2024	Home Depot Credit Services	3516634	Corded Disposable Ear Plugs 2...	6.17
532051	02/06/2024	Home Depot Credit Services	3516634	Grip Gloves	13.16
532051	02/06/2024	Home Depot Credit Services	3516634	Hex Nut Zinc 5/16 100 Pieces	48.36
532051	02/06/2024	Home Depot Credit Services	3516669	7" Diagonal Cutting Pliers	29.60
532051	02/06/2024	Home Depot Credit Services	3516669	Large Full Grain Deerskin Glove	27.53
532051	02/06/2024	Home Depot Credit Services	3516669	White Aluminum Downspout ...	1.57
532051	02/06/2024	Home Depot Credit Services	3522552	Chain Link Fence Hog Rings 20...	27.81
532051	02/06/2024	Home Depot Credit Services	3611952	Flat Head Stainless Steel Mach...	15.21
532051	02/06/2024	Home Depot Credit Services	3611952	Reducer Bushing Fitting	2.14
532051	02/06/2024	Home Depot Credit Services	3611952	3/4 in. LL Conduit Body	3.15
532051	02/06/2024	Home Depot Credit Services	3611952	1/2" 45-Degree Elbow	8.64

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Payment Number	Payment Date	Vendor Name	Payable Number	Description (Item)	Amount	
532051	02/06/2024	Home Depot Credit Services	3611952	3/4 in. LB Conduit Body	11.80	
532051	02/06/2024	Home Depot Credit Services	3611952	3/4 in. Type T Conduit Body	10.98	
532051	02/06/2024	Home Depot Credit Services	4030886	Twist Drill Bit Kit 22-Pieces	16.50	
532051	02/06/2024	Home Depot Credit Services	4030886	Screwdriving Set with Sleeve ...	10.99	
532051	02/06/2024	Home Depot Credit Services	4030886	Drip Free Ratchet Caulk Gun	12.11	
532051	02/06/2024	Home Depot Credit Services	4030886	48" X 96: Plywood	41.52	
532051	02/06/2024	Home Depot Credit Services	4030886	White Advanced Siliconized Ki...	19.36	
532051	02/06/2024	Home Depot Credit Services	4030886	Oriented Strand Board	51.31	
532051	02/06/2024	Home Depot Credit Services	4030886	CA Lumber Fee	0.84	
532051	02/06/2024	Home Depot Credit Services	4030886	3/8 in. x 3 in. Parawedge Anc...	15.21	
532051	02/06/2024	Home Depot Credit Services	4223762	Returning Plated Steel Hex He...	-11.05	
532051	02/06/2024	Home Depot Credit Services	4294380	Galvanized Steel Hardware Clo..	14.08	
532051	02/06/2024	Home Depot Credit Services	4294380	Trash Can	190.08	
532051	02/06/2024	Home Depot Credit Services	7641163	6" Flexible Joint Knife with H...	8.80	
532051	02/06/2024	Home Depot Credit Services	7641163	Sweeper Wet Heavy Duty Lav...	13.75	
532051	02/06/2024	Home Depot Credit Services	7641163	Penny Hot-Galvanized Steel Fi...	5.21	
532051	02/06/2024	Home Depot Credit Services	7641163	Extendable Handle Dusting Kit	14.30	
532051	02/06/2024	Home Depot Credit Services	7641163	Toilet Bowl Cleaning Tablets 5...	16.47	
532051	02/06/2024	Home Depot Credit Services	7641163	Multi-Surface Duster Refills 18...	17.61	
532051	02/06/2024	Home Depot Credit Services	7641163	Microfiber Paint Roller Cover ...	28.62	
532051	02/06/2024	Home Depot Credit Services	7641163	Paint Brush	13.53	
532051	02/06/2024	Home Depot Credit Services	7641163	Antibacterial Hand Soap 128 oz	21.57	
532051	02/06/2024	Home Depot Credit Services	7641163	Plastic Tray Liner 10-Pk	26.36	
532051	02/06/2024	Home Depot Credit Services	7641163	Cleaning Vinegar 64 oz	3.18	
532051	02/06/2024	Home Depot Credit Services	7641163	Purpose Paint Brush	6.58	
532051	02/06/2024	Home Depot Credit Services	7641163	Mini Paint Roller 5-Pk	13.16	
532051	02/06/2024	Home Depot Credit Services	7641163	Baking Soda Fridge-n-Freezer ...	5.40	
532051	02/06/2024	Home Depot Credit Services	8014413	Water Bottle Deposit	2.40	
532051	02/06/2024	Home Depot Credit Services	8014413	Bottle Water	9.96	
532051	02/06/2024	Home Depot Credit Services	8014413	3/8 in. Drive Mechanics Tool S...	88.17	
532051	02/06/2024	Home Depot Credit Services	8014413	Hex Key Set	15.40	
532051	02/06/2024	Home Depot Credit Services	8014413	Pliers Set	16.50	
532051	02/06/2024	Home Depot Credit Services	8014413	10 Pieces Screw Diver Set	24.57	
532051	02/06/2024	Home Depot Credit Services	8014413	12" Wrench	20.91	
532051	02/06/2024	Home Depot Credit Services	8014413	Paint Roller Frame	19.76	
532051	02/06/2024	Home Depot Credit Services	8014413	PVC Cement Combo Pack	14.62	
532051	02/06/2024	Home Depot Credit Services	8014413	Density Roller Cover Applicator	4.16	
532051	02/06/2024	Home Depot Credit Services	8014413	All-Purpose Cleaner 2.5 Gal	24.23	
532051	02/06/2024	Home Depot Credit Services	8014413	Cotton Painter's Towels 75-Co...	37.46	
532051	02/06/2024	Home Depot Credit Services	8014413	Paint Roller Cover with Frame	38.17	
532051	02/06/2024	Home Depot Credit Services	8014413	Plumber's Tape	2.16	
532051	02/06/2024	Home Depot Credit Services	8014413	Polyester Roller Cover Applica...	20.23	
532051	02/06/2024	Home Depot Credit Services	8014413	Spray Bottle	8.78	
532051	02/06/2024	Home Depot Credit Services	8014435	Water Bottle Deposit	6.00	
532051	02/06/2024	Home Depot Credit Services	8014435	Bottle Water	24.90	
532051	02/06/2024	Home Depot Credit Services	8014435	Non Scratch Scrub Sponge 9-Pk	11.00	
532051	02/06/2024	Home Depot Credit Services	8014435	Dish Soap	10.99	
532051	02/06/2024	Home Depot Credit Services	8014435	Non Scratch Scour Pad 6-Pk	5.41	
532051	02/06/2024	Home Depot Credit Services	8014435	Toilet Bowl Cleaner with Blea...	7.70	
532051	02/06/2024	Home Depot Credit Services	8095633	Titanium Twist Drill Bit Set 23-...	41.86	
532051	02/06/2024	Home Depot Credit Services	8095633	Flat Head Phillips Screw 20 Pie...	14.95	
532051	02/06/2024	Home Depot Credit Services	8095633	Wall Panel 4 X 8 White	138.40	
532051	02/06/2024	Home Depot Credit Services	8095633	Finishing Washer Nickle	4.56	
532051	02/06/2024	Home Depot Credit Services	8611302	Bottle Water	29.88	
532051	02/06/2024	Home Depot Credit Services	8611302	Water Bottle Deposit	7.20	
				<b>Vendor 3052 - Home Depot Credit Services</b>	<b>Total:</b>	<b>1,896.13</b>
<b>Vendor: 12756 - James Aoyama</b>						
532052	02/06/2024	James Aoyama	2004289.001	Refund-Picnic Shelter Deposit-...	40.00	
				<b>Vendor 12756 - James Aoyama Total:</b>	<b>40.00</b>	

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Payment Number	Payment Date	Vendor Name	Payable Number	Description (Item)	Amount
<b>Vendor: 4684 - Janpier Adamzadeh</b>					
532053	02/06/2024	Janpier Adamzadeh	06-10983-08113	Reimbursement for Lomita His...	20.78
				<b>Vendor 4684 - Janpier Adamzadeh</b>	<b>Total: 20.78</b>
<b>Vendor: 12985 - Jennifer Flores</b>					
532054	02/06/2024	Jennifer Flores	2004370.001	Refund-Tom Rico Deposit-Res...	200.00
				<b>Vendor 12985 - Jennifer Flores</b>	<b>Total: 200.00</b>
<b>Vendor: 12069 - Joe A. Gonsalves &amp; Son</b>					
532055	02/06/2024	Joe A. Gonsalves & Son	161343	Consulting Services January 24	3,000.00
				<b>Vendor 12069 - Joe A. Gonsalves &amp; Son</b>	<b>Total: 3,000.00</b>
<b>Vendor: 6858 - Junior's Golf Carts, Inc.</b>					
532056	02/06/2024	Junior's Golf Carts, Inc.	36139	Club Car Trouble Shoot	190.00
				<b>Vendor 6858 - Junior's Golf Carts, Inc.</b>	<b>Total: 190.00</b>
<b>Vendor: 3130 - L.A. County Department of Animal Care &amp; Control</b>					
532057	02/06/2024	L.A. County Department of An...	December 23	December 23	-1,302.50
532057	02/06/2024	L.A. County Department of An...	December 23	December 23	8,738.09
				<b>Vendor 3130 - L.A. County Department of Animal Care &amp; Control</b>	<b>Total: 7,435.59</b>
<b>Vendor: 3187 - L.A. County Department of Public Works</b>					
532058	02/06/2024	L.A. County Department of Pu...	RE-PW-24010803894	Industrial Waste December 23	1,154.92
532058	02/06/2024	L.A. County Department of Pu...	RE-PW-24010803968	Traffic Engineering Advisory D...	232.14
				<b>Vendor 3187 - L.A. County Department of Public Works</b>	<b>Total: 1,387.06</b>
<b>Vendor: 3048 - L.A. County Sheriff's Department</b>					
532059	02/06/2024	L.A. County Sheriff's Departm...	241737EC	December 23	312,625.16
532059	02/06/2024	L.A. County Sheriff's Departm...	241737EC	December 23	18,883.78
532059	02/06/2024	L.A. County Sheriff's Departm...	241737EC	December 23	39,681.07
				<b>Vendor 3048 - L.A. County Sheriff's Department</b>	<b>Total: 371,190.01</b>
<b>Vendor: 3590 - League of California Cities</b>					
532060	02/06/2024	League of California Cities	INV-11903-V6S7V8	Membership Dues 2024	9,720.00
				<b>Vendor 3590 - League of California Cities</b>	<b>Total: 9,720.00</b>
<b>Vendor: 3331 - Lee's Tires</b>					
532061	02/06/2024	Lee's Tires	84748	2023 Ford F-350 Tire Repair	20.00
532061	02/06/2024	Lee's Tires	84915	2023 Nissan Leaf Tire Replac...	156.10
532061	02/06/2024	Lee's Tires	84915	2023 Nissan Leaf Tire Replac...	19.59
				<b>Vendor 3331 - Lee's Tires</b>	<b>Total: 195.69</b>
<b>Vendor: 12247 - LegalShield</b>					
532062	02/06/2024	LegalShield	January 24	Employee Legal Insurance Be...	88.45
				<b>Vendor 12247 - LegalShield</b>	<b>Total: 88.45</b>
<b>Vendor: 6349 - Liebert Cassidy Whitmore</b>					
532063	02/06/2024	Liebert Cassidy Whitmore	257680	HR Attorney	152.25
532063	02/06/2024	Liebert Cassidy Whitmore	257680	HR Attorney	152.25
				<b>Vendor 6349 - Liebert Cassidy Whitmore</b>	<b>Total: 304.50</b>
<b>Vendor: 6442 - Lincoln National Life Insurance Co.</b>					
11032	02/01/2024	Lincoln National Life Insurance...	4653637490	Employee Life/STD/LTD Insur...	219.80
11032	02/01/2024	Lincoln National Life Insurance...	4653637490	Employee Life/STD/LTD Insur...	34.84
11032	02/01/2024	Lincoln National Life Insurance...	4653637490	Employee Life/STD/LTD Insur...	109.05
11032	02/01/2024	Lincoln National Life Insurance...	4653637490	Employee Life/STD/LTD Insur...	21.84
11032	02/01/2024	Lincoln National Life Insurance...	4653637490	Employee Life/STD/LTD Insur...	34.84
11032	02/01/2024	Lincoln National Life Insurance...	4653637490	Employee Life/STD/LTD Insur...	173.64
11032	02/01/2024	Lincoln National Life Insurance...	4653637490	Employee Life/STD/LTD Insur...	5.20
11032	02/01/2024	Lincoln National Life Insurance...	4653637490	Employee Life/STD/LTD Insur...	27.25
11032	02/01/2024	Lincoln National Life Insurance...	4653637490	Employee Life/STD/LTD Insur...	15.60
11032	02/01/2024	Lincoln National Life Insurance...	4653637490	Employee Life/STD/LTD Insur...	29.86
11032	02/01/2024	Lincoln National Life Insurance...	4653637490	Employee Life/STD/LTD Insur...	46.80
11032	02/01/2024	Lincoln National Life Insurance...	4653637490	Employee Life/STD/LTD Insur...	244.54
11032	02/01/2024	Lincoln National Life Insurance...	4653637490	Employee Life/STD/LTD Insur...	124.45
11032	02/01/2024	Lincoln National Life Insurance...	4653637490	Employee Life/STD/LTD Insur...	22.88
11032	02/01/2024	Lincoln National Life Insurance...	4653637490	Employee Life/STD/LTD Insur...	116.80
11032	02/01/2024	Lincoln National Life Insurance...	4653637490	Employee Life/STD/LTD Insur...	30.68

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Payment Number	Payment Date	Vendor Name	Payable Number	Description (Item)	Amount
11032	02/01/2024	Lincoln National Life Insurance..	4653637490	Employee Life/STD/LTD Insur...	168.65
11032	02/01/2024	Lincoln National Life Insurance..	4653637490	Employee Life/STD/LTD Insur...	41.60
11032	02/01/2024	Lincoln National Life Insurance..	4653637490	Employee Life/STD/LTD Insur...	97.26
11032	02/01/2024	Lincoln National Life Insurance..	4653637490	Employee Life/STD/LTD Insur...	19.76
11032	02/01/2024	Lincoln National Life Insurance..	4653637490	Employee Life/STD/LTD Insur...	45.76
11032	02/01/2024	Lincoln National Life Insurance..	4653637490	Employee Life/STD/LTD Insur...	138.76
11032	02/01/2024	Lincoln National Life Insurance..	4653637490	Employee Life/STD/LTD Insur...	20.80
11032	02/01/2024	Lincoln National Life Insurance..	4653637490	Employee Life/STD/LTD Insur...	67.32
11032	02/01/2024	Lincoln National Life Insurance..	4653637490	Employee Life/STD/LTD Insur...	3.12
11032	02/01/2024	Lincoln National Life Insurance..	4653637490	Employee Life/STD/LTD Insur...	13.55
11032	02/01/2024	Lincoln National Life Insurance..	4653637490	Employee Life/STD/LTD Insur...	1.04
11032	02/01/2024	Lincoln National Life Insurance..	4653637490	Employee Life/STD/LTD Insur...	4.32
11032	02/01/2024	Lincoln National Life Insurance..	4653637490	Employee Life/STD/LTD Insur...	50.81
11032	02/01/2024	Lincoln National Life Insurance..	4653637490	Employee Life/STD/LTD Insur...	6.76
11032	02/01/2024	Lincoln National Life Insurance..	4653637490	Employee Life/STD/LTD Insur...	30.65
11032	02/01/2024	Lincoln National Life Insurance..	4653637490	Employee Life/STD/LTD Insur...	6.24
11032	02/01/2024	Lincoln National Life Insurance..	4653637490	Employee Life/STD/LTD Insur...	27.56
11032	02/01/2024	Lincoln National Life Insurance..	4653637490	Employee Life/STD/LTD Insur...	135.65
11032	02/01/2024	Lincoln National Life Insurance..	4653637490	Employee Life/STD/LTD Insur...	5.20
11032	02/01/2024	Lincoln National Life Insurance..	4653637490	Employee Life/STD/LTD Insur...	29.16
11032	02/01/2024	Lincoln National Life Insurance..	4653637490	Employee Life/STD/LTD Insur...	484.85
11032	02/01/2024	Lincoln National Life Insurance..	4653637490	Employee Life/STD/LTD Insur...	108.68
				<b>Vendor 6442 - Lincoln National Life Insurance Co.</b>	<b>Total: 2,765.57</b>
<b>Vendor: 5010 - Lomita Chamber of Commerce</b>					
532064	02/06/2024	Lomita Chamber of Commerce	02082024	Installation & Awards Night L...	1,750.00
532065	02/06/2024	Lomita Chamber of Commerce	FY 23/24.01	Lemonade Day 2024 Sponsors...	5,000.00
532066	02/06/2024	Lomita Chamber of Commerce	FY 23/24	Annual Contribution FY 23/24	2,750.00
				<b>Vendor 5010 - Lomita Chamber of Commerce</b>	<b>Total: 9,500.00</b>
<b>Vendor: 3096 - Lomita Little League</b>					
532067	02/06/2024	Lomita Little League	FY 23/24	Annual Contribution FY 23/24	1,000.00
				<b>Vendor 3096 - Lomita Little League</b>	<b>Total: 1,000.00</b>
<b>Vendor: 3094 - Lomita Sister City Association</b>					
532068	02/06/2024	Lomita Sister City Association	FY 23/24	Annual Contribution FY 23/24	1,500.00
				<b>Vendor 3094 - Lomita Sister City Association Total:</b>	<b>1,500.00</b>
<b>Vendor: 12850 - Long Beach Ford LLC</b>					
532069	02/06/2024	Long Beach Ford LLC	CF323665	Rugby 3-4 Yard Dump-Fold D...	33,321.36
532069	02/06/2024	Long Beach Ford LLC	CF323665	2023 F-350 Chassis 4X2 SD Re...	52,191.75
				<b>Vendor 12850 - Long Beach Ford LLC Total:</b>	<b>85,513.11</b>
<b>Vendor: 12988 - Luis Reyes</b>					
532070	02/06/2024	Luis Reyes	2004372.001	Refund-Tom Rico Deposit- Res...	200.00
				<b>Vendor 12988 - Luis Reyes Total:</b>	<b>200.00</b>
<b>Vendor: 6020 - Mark Waronek</b>					
532071	02/06/2024	Mark Waronek	01242024	Reimbursement for LNC Regist..	320.91
532071	02/06/2024	Mark Waronek	012424	Reimbursement for Mileage &...	1,567.28
				<b>Vendor 6020 - Mark Waronek</b>	<b>Total: 1,888.19</b>
<b>Vendor: 3085 - Mark's Lock &amp; Safe, Inc.</b>					
532072	02/06/2024	Mark's Lock & Safe, Inc.	0000036811	Door Installation-Labor	840.00
532072	02/06/2024	Mark's Lock & Safe, Inc.	0000036811	Door Installation-Hagar, Hinge...	394.25
532072	02/06/2024	Mark's Lock & Safe, Inc.	0000036811	Door Installation-Leverset, Pas...	663.71
532072	02/06/2024	Mark's Lock & Safe, Inc.	0000036811	Door, Custom Steel with Glass...	1,794.77
532072	02/06/2024	Mark's Lock & Safe, Inc.	0000036814	Replace Camera-Labor	3,990.00
532072	02/06/2024	Mark's Lock & Safe, Inc.	0000036814	CCTV Rack Mount Power Supp...	209.47
532072	02/06/2024	Mark's Lock & Safe, Inc.	0000036814	Camera	262.40
532072	02/06/2024	Mark's Lock & Safe, Inc.	0000036814	ADI PRO, Cat 6 Cable	297.65
532072	02/06/2024	Mark's Lock & Safe, Inc.	0000036814	W Box, Balum Adapter	36.36
532072	02/06/2024	Mark's Lock & Safe, Inc.	0000036827	Closer, Surface Mount, Heavy...	773.96
532072	02/06/2024	Mark's Lock & Safe, Inc.	0000036827	Mortise, Trim Outside of Exit ...	909.56
532072	02/06/2024	Mark's Lock & Safe, Inc.	0000036827	Cylinder, Mortise, ASSA High S...	524.79

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532072	02/06/2024	Mark's Lock & Safe, Inc.	0000036827	Hinge, Electrified	365.50
532072	02/06/2024	Mark's Lock & Safe, Inc.	0000036827	Door, Custom Steel	1,732.47
532072	02/06/2024	Mark's Lock & Safe, Inc.	0000036827	Replace Door-Labor	2,021.25
532072	02/06/2024	Mark's Lock & Safe, Inc.	0000036827	Mortise, Exit Device, 3'	2,838.94
532072	02/06/2024	Mark's Lock & Safe, Inc.	0000036827	Rekey, Masterkey Cylinders, H...	112.00
532072	02/06/2024	Mark's Lock & Safe, Inc.	0000036827	Hinge	289.37
				<b>Vendor 3085 - Mark's Lock &amp; Safe, Inc.</b>	<b>Total: 18,056.45</b>

**Vendor: 12990 - Melissa Kitamura**

532073	02/06/2024	Melissa Kitamura	2004374.001	Refund-Picnic Shelter Deposit-...	75.00
				<b>Vendor 12990 - Melissa Kitamura Total:</b>	<b>75.00</b>

**Vendor: 7247 - Michael Baker International, Inc.**

532074	02/06/2024	Michael Baker International, I...	1198588	RAD Repositioning Consulting ...	1,912.50
532074	02/06/2024	Michael Baker International, I...	1201217	RAD Repositioning Consulting ...	3,487.50
532074	02/06/2024	Michael Baker International, I...	1201606	Consulting Services-CDBG Reh...	190.00
532074	02/06/2024	Michael Baker International, I...	1201606	Consulting Services-CDBG Lifel...	310.00
				<b>Vendor 7247 - Michael Baker International, Inc. Total:</b>	<b>5,900.00</b>

**Vendor: 3217 - MissionSquare Retirement**

11039	01/25/2024	MissionSquare Retirement	PE011924	Deferred Compensation Pay D...	15,837.05
11039	01/25/2024	MissionSquare Retirement	PE011924	Deferred Compensation Pay D...	515.72
11039	01/25/2024	MissionSquare Retirement	PE011924	Deferred Compensation Pay D...	336.56
11039	01/25/2024	MissionSquare Retirement	PE011924	Deferred Compensation Pay D...	13.49
11039	01/25/2024	MissionSquare Retirement	PE011924	Deferred Compensation Pay D...	156.37
11039	01/25/2024	MissionSquare Retirement	PE011924	Deferred Compensation Pay D...	106.11
11039	01/25/2024	MissionSquare Retirement	PE011924	Deferred Compensation Pay D...	239.33
11039	01/25/2024	MissionSquare Retirement	PE011924	Deferred Compensation Pay D...	316.76
11039	01/25/2024	MissionSquare Retirement	PE011924	Deferred Compensation Pay D...	213.12
11039	01/25/2024	MissionSquare Retirement	PE011924	Deferred Compensation Pay D...	163.26
11039	01/25/2024	MissionSquare Retirement	PE011924	Deferred Compensation Pay D...	183.10
11039	01/25/2024	MissionSquare Retirement	PE011924	Deferred Compensation Pay D...	239.11
11039	01/25/2024	MissionSquare Retirement	PE011924	Deferred Compensation Pay D...	188.47
11039	01/25/2024	MissionSquare Retirement	PE011924	Deferred Compensation Pay D...	29.22
11039	01/25/2024	MissionSquare Retirement	PE011924	Deferred Compensation Pay D...	20.34
11039	01/25/2024	MissionSquare Retirement	PE011924	Deferred Compensation Pay D...	12.57
11039	01/25/2024	MissionSquare Retirement	PE011924	Deferred Compensation Pay D...	91.45
11039	01/25/2024	MissionSquare Retirement	PE011924	Deferred Compensation Pay D...	77.54
11039	01/25/2024	MissionSquare Retirement	PE011924	Deferred Compensation Pay D...	156.37
11039	01/25/2024	MissionSquare Retirement	PE011924	Deferred Compensation Pay D...	1,178.07
532075	02/06/2024	MissionSquare Retirement	20231231-109-320676-A	Quarterly Plan Fees January-...	125.00
532075	02/06/2024	MissionSquare Retirement	20231231-109-320676-A	Quarterly Plan Fees January-...	125.00
				<b>Vendor 3217 - MissionSquare Retirement Total:</b>	<b>20,324.01</b>

**Vendor: 4669 - Mondher Saied**

11033	02/01/2024	Mondher Saied	February 24	Cobra Benefits February 24	338.87
11033	02/01/2024	Mondher Saied	February 24	Cobra Benefits February 24	414.18
				<b>Vendor 4669 - Mondher Saied</b>	<b>Total: 753.05</b>

**Vendor: 12004 - Occupational Health Centers of CA, A Medical Grp**

532076	02/06/2024	Occupational Health Centers o...	81953172	Pre-Employee Physical Exam	167.00
				<b>Vendor 12004 - Occupational Health Centers of CA, A Medical Grp Total:</b>	<b>167.00</b>

**Vendor: 6594 - Office Depot Business Solutions, LLC**

532077	02/06/2024	Office Depot Business Solutio...	348844049001	Copy Paper	105.82
532077	02/06/2024	Office Depot Business Solutio...	350356520001	Box Tissue, Box Of 95 Sheets	11.84
532077	02/06/2024	Office Depot Business Solutio...	350356962001	Label 750 Counts	5.33
532077	02/06/2024	Office Depot Business Solutio...	350356962001	Magnet Clip	1.09
532077	02/06/2024	Office Depot Business Solutio...	350356962001	Label 750-Pk	19.56
532077	02/06/2024	Office Depot Business Solutio...	350356962001	Green Teas	14.36
532077	02/06/2024	Office Depot Business Solutio...	350356963001	Shipping Packing Tape, 1.89" x...	5.62
				<b>Vendor 6594 - Office Depot Business Solutions, LLC Total:</b>	<b>163.62</b>

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Payment Number	Payment Date	Vendor Name	Payable Number	Description (Item)	Amount
<b>Vendor: 7143 - Onward Engineering</b>					
532078	02/06/2024	Onward Engineering	7302	Design Services for Zone G Wa...	13,947.40
				<b>Vendor 7143 - Onward Engineering</b>	<b>Total: 13,947.40</b>
<b>Vendor: 4105 - Pacific Western Bank</b>					
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	2,559.98
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	17,939.38
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	9.42
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	305.98
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	100.50
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	148.48
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	31.73
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	57.53
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	29.75
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	213.35
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	6.98
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	5.91
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	153.76
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	113.87
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	87.57
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	23.93
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	115.50
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	133.10
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	137.33
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	11.61
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	25.87
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	10.60
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	69.81
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	12.85
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	7.56
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	1.06
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	29.18
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	29.42
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	133.82
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	32.12
11037	01/25/2024	Pacific Western Bank	PE01924	Federal & Medicare Taxes-Pay...	521.40
11038	01/25/2024	Pacific Western Bank	PE011924	State Tax Withholdings-Pay E...	6,842.03
				<b>Vendor 4105 - Pacific Western Bank</b>	<b>Total: 29,901.38</b>
<b>Vendor: 4080 - PERS Long-Term Care Program</b>					
532079	02/06/2024	PERS Long-Term Care Program	15209809	Employee Long Term Care Ins...	336.88
532079	02/06/2024	PERS Long-Term Care Program	15209809	Employee Long Term Care Ins...	59.45
				<b>Vendor 4080 - PERS Long-Term Care Program Total:</b>	<b>396.33</b>
<b>Vendor: 12474 - Project Partners</b>					
532080	02/06/2024	Project Partners	11586	Engineering Services Novemb...	4,225.00
532080	02/06/2024	Project Partners	11586	Engineering Services Novemb...	2,275.00
532080	02/06/2024	Project Partners	11586	Engineering Services Novemb...	1,560.00
532080	02/06/2024	Project Partners	11648	Engineering Services Decembe...	4,030.00
532080	02/06/2024	Project Partners	11648	Engineering Services Decembe...	585.00
532080	02/06/2024	Project Partners	11648	Engineering Services Decembe...	390.00
				<b>Vendor 12474 - Project Partners Total:</b>	<b>13,065.00</b>
<b>Vendor: 12907 - Psomas</b>					
532081	02/06/2024	Psomas	202874	Engineering Services-Sewer M...	5,687.50
532081	02/06/2024	Psomas	204046	Engineering Services-Sewer M...	18,657.50
				<b>Vendor 12907 - Psomas Total:</b>	<b>24,345.00</b>
<b>Vendor: 4090 - Public Employee Retirement System</b>					
11029	01/17/2024	Public Employee Retirement S...	17393833	Replacement Benefit Contribu...	1,293.12
11034	01/17/2024	Public Employee Retirement S...	PE010524	Retirement Contributions-Pay...	13,179.14
11034	01/17/2024	Public Employee Retirement S...	PE010524	Retirement Contributions-Pay...	26.56
11034	01/17/2024	Public Employee Retirement S...	PE010524	Retirement Contributions-Pay...	831.93
11034	01/17/2024	Public Employee Retirement S...	PE010524	Retirement Contributions-Pay...	537.54





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11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	330.14
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	378.53
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	1,059.18
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	319.95
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	544.17
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	-12.61
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	357.85
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	330.69
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	541.86
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	145.27
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	363.78
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	47.19
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	33.53
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	18.46
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	-1.41
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	39.76
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	2.95
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	146.81
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	102.09
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	62.92
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	67.06
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	73.84
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	89.38
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	557.37
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	281.63
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	171.85
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	845.82
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	1,231.11
11040	01/31/2024	Public Employee Retirement S...	PE011924	Retirement Contributions-Pay...	1,440.81
				<b>Vendor 4090 - Public Employee Retirement System</b>	<b>Total: 59,192.06</b>
<b>Vendor: 12285 - Roadline Products Inc. USA</b>					
532082	02/06/2024	Roadline Products Inc. USA	19530	No Stopping Any Time 18 X 24	214.99
532082	02/06/2024	Roadline Products Inc. USA	19530	No Parking Sign 12 X 218	286.65
532082	02/06/2024	Roadline Products Inc. USA	19530	No Parking Sign 18 X 24	398.31
532082	02/06/2024	Roadline Products Inc. USA	19530	No Stopping Any Time 12 X 18	171.99
532082	02/06/2024	Roadline Products Inc. USA	19530	No Outlet Sign 24 X 24	154.35
532082	02/06/2024	Roadline Products Inc. USA	19530	W1-4 Ea of L/R W1 30 X 30	216.09
				<b>Vendor 12285 - Roadline Products Inc. USA Total:</b>	<b>1,442.38</b>
<b>Vendor: 7463 - Sakioka Wholesale Nursery, Inc.</b>					
532083	02/06/2024	Sakioka Wholesale Nursery, In...	20095720	Senecio Mandraliscae	88.89
532083	02/06/2024	Sakioka Wholesale Nursery, In...	20095819	15G Lagerstroemia	323.25
				<b>Vendor 7463 - Sakioka Wholesale Nursery, Inc.</b>	<b>Total: 412.14</b>
<b>Vendor: 7394 - Sharmone P. La Rose</b>					
532084	02/06/2024	Sharmone P. La Rose	012624	Gentle Yoga Class Instructor	996.10
				<b>Vendor 7394 - Sharmone P. La Rose</b>	<b>Total: 996.10</b>
<b>Vendor: 7233 - Siteone Landscape Supply, LLC</b>					
532085	02/06/2024	Siteone Landscape Supply, LLC	137546904-001	Safety Vest	10.80
532085	02/06/2024	Siteone Landscape Supply, LLC	137546904-001	Distribution Tubing	16.21
532085	02/06/2024	Siteone Landscape Supply, LLC	137546904-001	Plastic Tubing Cutter	19.12
532085	02/06/2024	Siteone Landscape Supply, LLC	137571707-001	Union Round Point Shovel Op...	33.23
532085	02/06/2024	Siteone Landscape Supply, LLC	137571707-001	Nitrile Glove	59.81
532085	02/06/2024	Siteone Landscape Supply, LLC	137571707-001	Nitrile Glove	64.52
				<b>Vendor 7233 - Siteone Landscape Supply, LLC</b>	<b>Total: 203.69</b>
<b>Vendor: 5050 - Southern California Edison Co.</b>					
532002	01/25/2024	Southern California Edison Co.	700007178650-010924	Narbonne Pedestrian Crosswa...	93.06
532002	01/25/2024	Southern California Edison Co.	700037130331-011724	City Hall	5,507.43
532002	01/25/2024	Southern California Edison Co.	700154659268-011224	Traffic Signals	32.17
532002	01/25/2024	Southern California Edison Co.	700315053620-011724	Lomita Park	16.21
532002	01/25/2024	Southern California Edison Co.	700480902095-012224	Narbonne Pedestrian Crosswa...	209.92

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532002	01/25/2024	Southern California Edison Co.	700492524416-010924	Hathaway Park	32.83
				<b>Vendor 5050 - Southern California Edison Co.</b>	<b>Total: 5,891.62</b>
<b>Vendor: 5040 - Southern California Gas Co.</b>					
532003	01/25/2024	Southern California Gas Co.	07370472008-010424	Park Facilities	282.02
532003	01/25/2024	Southern California Gas Co.	07380495007-010424	City Hall	1,173.82
532003	01/25/2024	Southern California Gas Co.	11360471004-010424	Railroad Museum	49.66
				<b>Vendor 5040 - Southern California Gas Co.</b>	<b>Total: 1,505.50</b>
<b>Vendor: 12815 - Stetson Engineers Inc.</b>					
532086	02/06/2024	Stetson Engineers Inc.	2879-003	Groundwater Well Feasibility ...	5,903.75
				<b>Vendor 12815 - Stetson Engineers Inc. Total:</b>	<b>5,903.75</b>
<b>Vendor: 6393 - Sully-Miller Contracting Co.</b>					
532087	02/06/2024	Sully-Miller Contracting Co.	3496211	Asphalt	325.03
				<b>Vendor 6393 - Sully-Miller Contracting Co.</b>	<b>Total: 325.03</b>
<b>Vendor: 6085 - Thompson Building Materials</b>					
532088	02/06/2024	Thompson Building Materials	IV-160826	Lumber Assessment Fee	0.14
532088	02/06/2024	Thompson Building Materials	IV-160826	2 X 4 X 16 D.F. Form Lumber	14.39
532088	02/06/2024	Thompson Building Materials	IV-160826	Sir Mix 90LB Concrete Mix	104.17
532088	02/06/2024	Thompson Building Materials	IV-160933	Grain Leather Driver Glove	8.21
532088	02/06/2024	Thompson Building Materials	IV-160933	Atlas Black Nitrile Glove	16.32
532088	02/06/2024	Thompson Building Materials	IV-161023	White Water Granite 18"-24" ...	396.90
532088	02/06/2024	Thompson Building Materials	IV-161202	T. Christy red Hot Glue	25.16
532088	02/06/2024	Thompson Building Materials	IV-161202	Sir Mix 90 lb Concrete Mix	37.21
532088	02/06/2024	Thompson Building Materials	IV-161202	Lumber Assessment Fee 1%	0.13
532088	02/06/2024	Thompson Building Materials	IV-161202	2 X 4 X 16 D. F. Form Lumber	14.39
532088	02/06/2024	Thompson Building Materials	IV-161324	Plaster Sand Scoop	148.61
532088	02/06/2024	Thompson Building Materials	IV-161324	Bron Bag 14 X 26 Ply Bag	110.25
				<b>Vendor 6085 - Thompson Building Materials</b>	<b>Total: 875.88</b>
<b>Vendor: 12671 - Torrance Auto Repair</b>					
532089	02/06/2024	Torrance Auto Repair	0183063	Replace Belt	371.10
532089	02/06/2024	Torrance Auto Repair	0183063	Replace Belt-Labor	294.00
532089	02/06/2024	Torrance Auto Repair	0183063	Smog Test	59.95
532089	02/06/2024	Torrance Auto Repair	0183127	2006 Ford F150 Smog Test	59.95
				<b>Vendor 12671 - Torrance Auto Repair Total:</b>	<b>785.00</b>
<b>Vendor: 3946 - Torrance-Lomita Meals on Wheels</b>					
532090	02/06/2024	Torrance-Lomita Meals on W...	FY 23/24	Annual Contribution FY 23/24	1,000.00
				<b>Vendor 3946 - Torrance-Lomita Meals on Wheels</b>	<b>Total: 1,000.00</b>
<b>Vendor: 9100 - Tripepi Smith and Associates</b>					
532091	02/06/2024	Tripepi Smith and Associates	11583	Citywide Communication & E...	3,347.08
532091	02/06/2024	Tripepi Smith and Associates	11583	Citywide Communication & E...	3,347.09
				<b>Vendor 9100 - Tripepi Smith and Associates</b>	<b>Total: 6,694.17</b>
<b>Vendor: 6695 - Tyler Technologies Inc.</b>					
532092	02/06/2024	Tyler Technologies Inc.	025-450582	Utility Billing-Insite Transactio...	2,911.25
				<b>Vendor 6695 - Tyler Technologies Inc.</b>	<b>Total: 2,911.25</b>
<b>Vendor: 3123 - Underground Service Alert/SC</b>					
532093	02/06/2024	Underground Service Alert/SC	1120230409	21 Dig Alerts & Monthly Main...	46.75
				<b>Vendor 3123 - Underground Service Alert/SC</b>	<b>Total: 46.75</b>
<b>Vendor: 7327 - United Rentals (North America), Inc.</b>					
532094	02/06/2024	United Rentals (North America..	227959626-002	Dump Truck Rental-Rental Pro...	492.45
532094	02/06/2024	United Rentals (North America..	227959626-002	Dump Truck Rental	3,619.51
				<b>Vendor 7327 - United Rentals (North America), Inc.</b>	<b>Total: 4,111.96</b>
<b>Vendor: 4115 - United Way Campaign</b>					
532095	02/06/2024	United Way Campaign	010824	Employee Contributions/July-...	1,008.00
				<b>Vendor 4115 - United Way Campaign</b>	<b>Total: 1,008.00</b>
<b>Vendor: 6477 - Verizon Wireless Government Mkts</b>					
532096	02/06/2024	Verizon Wireless Government...	9954274460	City Council	102.83
532096	02/06/2024	Verizon Wireless Government...	9954274460	City Manager	50.38

Warrant Register

Payment Dates: 1/17/2024 - 2/6/2024

Payment Number	Payment Date	Vendor Name	Payable Number	Description (Item)	Amount
532096	02/06/2024	Verizon Wireless Government...	9954274460	Emergency (Mifi 1)	9.38
532096	02/06/2024	Verizon Wireless Government...	9954274460	Community & Economic Deve...	354.32
532096	02/06/2024	Verizon Wireless Government...	9954274460	Facilities	35.77
532096	02/06/2024	Verizon Wireless Government...	9954274460	Recreation	34.64
532096	02/06/2024	Verizon Wireless Government...	9954274460	Park	40.30
532096	02/06/2024	Verizon Wireless Government...	9954274460	Public Work-Street	87.28
532096	02/06/2024	Verizon Wireless Government...	9954274460	Water	110.07
<b>Vendor 6477 - Verizon Wireless Government Mkts Total:</b>					<b>824.97</b>

**Vendor: 4130 - Vision Service Plan (CA)**

532097	02/06/2024	Vision Service Plan (CA)	819625811	Cobra-January 24	10.33
532097	02/06/2024	Vision Service Plan (CA)	819625811	Cobra-January 24	12.62
532097	02/06/2024	Vision Service Plan (CA)	819625856	Employee Vision Insurance-Ja...	568.38
532097	02/06/2024	Vision Service Plan (CA)	819625856	Employee Vision Insurance-Ja...	42.46
532097	02/06/2024	Vision Service Plan (CA)	819625856	Employee Vision Insurance-Ja...	16.06
532097	02/06/2024	Vision Service Plan (CA)	819625856	Employee Vision Insurance-Ja...	42.41
532097	02/06/2024	Vision Service Plan (CA)	819625856	Employee Vision Insurance-Ja...	22.95
532097	02/06/2024	Vision Service Plan (CA)	819625856	Employee Vision Insurance-Ja...	45.90
532097	02/06/2024	Vision Service Plan (CA)	819625856	Employee Vision Insurance-Ja...	47.15
532097	02/06/2024	Vision Service Plan (CA)	819625856	Employee Vision Insurance-Ja...	50.50
532097	02/06/2024	Vision Service Plan (CA)	819625856	Employee Vision Insurance-Ja...	45.90
532097	02/06/2024	Vision Service Plan (CA)	819625856	Employee Vision Insurance-Ja...	20.66
532097	02/06/2024	Vision Service Plan (CA)	819625856	Employee Vision Insurance-Ja...	58.52
532097	02/06/2024	Vision Service Plan (CA)	819625856	Employee Vision Insurance-Ja...	45.92
532097	02/06/2024	Vision Service Plan (CA)	819625856	Employee Vision Insurance-Ja...	3.44
532097	02/06/2024	Vision Service Plan (CA)	819625856	Employee Vision Insurance-Ja...	2.30
532097	02/06/2024	Vision Service Plan (CA)	819625856	Employee Vision Insurance-Ja...	3.44
532097	02/06/2024	Vision Service Plan (CA)	819625856	Employee Vision Insurance-Ja...	9.18
532097	02/06/2024	Vision Service Plan (CA)	819625856	Employee Vision Insurance-Ja...	37.09
532097	02/06/2024	Vision Service Plan (CA)	819625856	Employee Vision Insurance-Ja...	201.23
<b>Vendor 4130 - Vision Service Plan (CA) Total:</b>					<b>1,286.44</b>

**Vendor: 7373 - Wells Fargo Vendor Financial Services**

532098	02/06/2024	Wells Fargo Vendor Financial ...	5028232986	BP-70C55 Copier Lease Januar...	338.21
<b>Vendor 7373 - Wells Fargo Vendor Financial Services Total:</b>					<b>338.21</b>

**Vendor: 7063 - Westfield Electric**

532099	02/06/2024	Westfield Electric	3457	Led Corn Light 80Watt	980.00
532099	02/06/2024	Westfield Electric	3457	Rewire Ceiling Lights-Labor	1,320.00
<b>Vendor 7063 - Westfield Electric Total:</b>					<b>2,300.00</b>

**Vendor: 12250 - William D. Uphoff**

532100	02/06/2024	William D. Uphoff	011024	Reimbursement for CC Legislat..	753.74
532100	02/06/2024	William D. Uphoff	011524	Mileage Reimbursement	57.62
532100	02/06/2024	William D. Uphoff	031324	Reimb. for Congressional City ...	1,266.18
<b>Vendor 12250 - William D. Uphoff Total:</b>					<b>2,077.54</b>

**Vendor: 12701 - William Lawson**

532101	02/06/2024	William Lawson	011724	Tuition Reimbursement	2,000.00
<b>Vendor 12701 - William Lawson Total:</b>					<b>2,000.00</b>

**Vendor: 6102 - Yunex, LLC**

532102	02/06/2024	Yunex, LLC	90001313	Traffic Signal Maintenance De...	443.03
532102	02/06/2024	Yunex, LLC	90001314	Street Light Maintenance Dec...	169.83
<b>Vendor 6102 - Yunex, LLC Total:</b>					<b>612.86</b>

**Grand Total: 1,242,646.16**

# Report Summary

## Fund Summary

Fund	Payment Amount
100 - General Fund	615,438.03
204 - General Plan Update	82,763.78
205 - State Gas Tax	5,844.88
215 - Community Development Block Grant	500.00
220 - Proposition A Local Return	9,831.42
225 - Proposition C Local Return	8,017.75
255 - Park Athletic	158.67
311 - Street Improvement	14,802.00
510 - Water Operations	32,355.38
520 - Water Capital	363,076.14
610 - Equipment Replacement	85,513.11
612 - Sewer Replacement	24,345.00
<b>Grand Total:</b>	<b>1,242,646.16</b>

## Account Summary

Account Number	Account Name	Payment Amount
100-000-2508.000	Garnishment	301.37
100-000-2510.000	PERS	26,339.99
100-000-2524.000	Other Employee Deducti...	88.45
100-000-2525.000	United Way	1,008.00
100-000-2535.000	Accident Insurance	1,271.45
100-000-2545.000	Vision Insurance	568.38
100-000-2550.000	Federal Withholding	20,499.36
100-000-2555.000	State Withholding	6,842.03
100-000-2560.000	Deferred Compensation	15,837.05
100-000-2563.000	Flex 125 Reimbursement	2,876.62
100-000-4465.000	Animal Care and Control	-1,302.50
100-000-4510.000	Park Rentals	795.00
100-110-5207.000	Medicare	9.42
100-110-5217.000	PERS Tier 3 (2%@62)	53.12
100-110-5415.000	Communications	102.83
100-110-5430.000	Conferences and Meetin...	5,876.25
100-120-5305.000	Legal Services	8,074.02
100-125-5205.000	Health Insurance	1,603.52
100-125-5207.000	Medicare	305.98
100-125-5215.000	PERS Tier 1 (2.5%@55)	1,663.86
100-125-5216.000	PERS Tier 2 (2%@60)	639.63
100-125-5217.000	PERS Tier 3 (2%@62)	825.01
100-125-5345.000	Contractual Services	11,747.08
100-125-5415.000	Communications	74.17
100-125-5425.000	Dues and Memberships	9,720.00
100-125-5430.000	Conferences and Meetin...	45.00
100-125-5755.000	Special Department Supp..	1,750.00
100-130-5205.000	Health Insurance	483.51
100-130-5207.000	Medicare	100.50
100-130-5215.000	PERS Tier 1 (2.5%@55)	409.00
100-130-5216.000	PERS Tier 2 (2%@60)	469.42
100-130-5217.000	PERS Tier 3 (2%@62)	553.76
100-130-5505.000	Office Supplies and Expe...	440.30
100-130-5750.000	Contributions to Agencies	11,250.00
100-210-5205.000	Health Insurance	485.25
100-210-5207.000	Medicare	148.48
100-210-5215.000	PERS Tier 1 (2.5%@55)	536.32
100-210-5216.000	PERS Tier 2 (2%@60)	1,188.85
100-210-5217.000	PERS Tier 3 (2%@62)	677.20
100-210-5310.000	Auditors	653.50
100-210-5345.000	Contractual Services	3,226.07

## Account Summary

Account Number	Account Name	Payment Amount
100-230-5205.000	Health Insurance	188.82
100-230-5207.000	Medicare	31.73
100-230-5217.000	PERS Tier 3 (2%@62)	343.70
100-230-5305.000	Legal Services	152.25
100-230-5345.000	Contractual Services	521.00
100-230-5755.000	Special Department Supp..	81.45
100-330-5320.000	Sheriff Contract	312,625.16
100-330-5321.000	Core Deputy	18,883.78
100-330-5323.000	Liability Trust Fund	39,681.07
100-333-5755.000	Special Department Supp..	9.38
100-335-5205.000	Health Insurance	174.52
100-335-5207.000	Medicare	87.28
100-335-5216.000	PERS Tier 2 (2%@60)	408.34
100-335-5217.000	PERS Tier 3 (2%@62)	390.34
100-335-5345.000	Contractual Services	8,672.40
100-335-5505.000	Office Supplies and Expe...	37.49
100-335-5515.000	Uniform Expense	20.60
100-335-5710.000	Equipment Maintenance	175.69
100-336-5325.000	Animal Care and Control	8,738.09
100-410-5205.000	Health Insurance	576.57
100-410-5207.000	Medicare	220.33
100-410-5217.000	PERS Tier 3 (2%@62)	2,474.81
100-410-5340.000	Professional Services	5,400.00
100-410-5345.000	Contractual Services	3,000.00
100-410-5415.000	Communications	387.35
100-410-5435.000	Training and Education	2,000.00
100-410-5505.000	Office Supplies and Expe...	41.56
100-440-5345.000	Contractual Services	2,975.00
100-440-5415.000	Communications	333.76
100-440-5525.000	Equipment Under \$5k	240.40
100-440-5605.000	Rents and Leases	666.75
100-605-5205.000	Health Insurance	860.44
100-605-5207.000	Medicare	159.67
100-605-5215.000	PERS Tier 1 (2.5%@55)	759.44
100-605-5216.000	PERS Tier 2 (2%@60)	360.14
100-605-5217.000	PERS Tier 3 (2%@62)	803.57
100-605-5345.000	Contractual Services	9,642.06
100-605-5505.000	Office Supplies and Expe...	41.56
100-610-5205.000	Health Insurance	509.56
100-610-5207.000	Medicare	113.87
100-610-5216.000	PERS Tier 2 (2%@60)	660.28
100-610-5217.000	PERS Tier 3 (2%@62)	757.06
100-710-5205.000	Health Insurance	419.41
100-710-5207.000	Medicare	111.50
100-710-5215.000	PERS Tier 1 (2.5%@55)	2,118.36
100-710-5217.000	PERS Tier 3 (2%@62)	639.90
100-710-5405.000	Utilities	6,681.25
100-710-5415.000	Communications	73.26
100-710-5505.000	Office Supplies and Expe...	79.32
100-710-5510.000	Small Tools	80.43
100-710-5705.000	General Maintenance	25,732.27
100-730-5205.000	Health Insurance	320.78
100-730-5207.000	Medicare	248.60
100-730-5215.000	PERS Tier 1 (2.5%@55)	2,381.46
100-730-5217.000	PERS Tier 3 (2%@62)	703.09
100-730-5345.000	Contractual Services	2,026.50
100-730-5415.000	Communications	51.16
100-735-5755.000	Special Department Supp..	705.65

## Account Summary

Account Number	Account Name	Payment Amount
100-740-5205.000	Health Insurance	681.03
100-740-5207.000	Medicare	148.94
100-740-5215.000	PERS Tier 1 (2.5%@55)	661.38
100-740-5216.000	PERS Tier 2 (2%@60)	1,044.93
100-740-5217.000	PERS Tier 3 (2%@62)	290.54
100-740-5405.000	Utilities	331.06
100-740-5415.000	Communications	77.79
100-740-5505.000	Office Supplies and Expe...	37.08
100-740-5510.000	Small Tools	62.83
100-740-5515.000	Uniform Expense	10.80
100-740-5705.000	General Maintenance	5,663.68
100-740-5710.000	Equipment Maintenance	930.48
100-740-5720.000	Fuel	611.06
100-750-5207.000	Medicare	25.87
100-750-5405.000	Utilities	49.66
100-750-5415.000	Communications	-6.56
204-410-5345.000	Contractual Services	82,763.78
205-610-5205.000	Health Insurance	486.61
205-610-5207.000	Medicare	80.41
205-610-5217.000	PERS Tier 3 (2%@62)	727.56
205-610-5335.000	Maintenance & License ...	612.86
205-610-5405.000	Utilities	335.15
205-610-5415.000	Communications	124.77
205-610-5505.000	Office Supplies and Expe...	61.15
205-610-5510.000	Small Tools	165.55
205-610-5515.000	Uniform Expense	113.12
205-610-5705.000	General Maintenance	2,223.53
205-610-5710.000	Equipment Maintenance	20.00
205-610-5720.000	Fuel	699.99
205-620-5705.000	General Maintenance	194.18
215-540-5340.000	Professional Services	190.00
215-550-5340.000	Professional Services	310.00
220-340-5205.000	Health Insurance	49.33
220-340-5207.000	Medicare	12.85
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)	70.45
220-340-5345.000	Contractual Services	9,570.88
225-810-5806.326	Pavement Management ...	8,017.75
255-000-4460.000	Park Athletic Fund Fees	45.00
255-760-5205.000	Health Insurance	28.00
255-760-5207.000	Medicare	7.56
255-760-5217.000	PERS Tier 3 (2%@62)	78.11
311-810-5806.368	Street Reconstruction - ...	14,802.00
510-110-5207.000	Medicare	1.06
510-110-5217.000	PERS Tier 3 (2%@62)	5.90
510-120-5305.000	Legal Services	654.29
510-125-5205.000	Health Insurance	213.12
510-125-5207.000	Medicare	29.18
510-125-5215.000	PERS Tier 1 (2.5%@55)	293.62
510-125-5216.000	PERS Tier 2 (2%@60)	349.33
510-130-5205.000	Health Insurance	137.52
510-130-5207.000	Medicare	29.42
510-130-5215.000	PERS Tier 1 (2.5%@55)	125.84
510-130-5216.000	PERS Tier 2 (2%@60)	134.12
510-130-5217.000	PERS Tier 3 (2%@62)	147.68
510-220-5205.000	Health Insurance	459.46
510-220-5207.000	Medicare	133.82

**Account Summary**

Account Number	Account Name	Payment Amount
510-220-5215.000	PERS Tier 1 (2.5%@55)	178.76
510-220-5216.000	PERS Tier 2 (2%@60)	1,105.09
510-220-5217.000	PERS Tier 3 (2%@62)	563.26
510-220-5310.000	Auditors	653.50
510-220-5345.000	Contractual Services	1,075.36
510-220-5505.000	Office Supplies and Expe...	2,911.25
510-230-5205.000	Health Insurance	190.73
510-230-5207.000	Medicare	32.12
510-230-5217.000	PERS Tier 3 (2%@62)	343.70
510-230-5305.000	Legal Services	152.25
510-630-5205.000	Health Insurance	2,857.39
510-630-5207.000	Medicare	521.40
510-630-5215.000	PERS Tier 1 (2.5%@55)	1,691.64
510-630-5216.000	PERS Tier 2 (2%@60)	2,455.37
510-630-5217.000	PERS Tier 3 (2%@62)	2,640.22
510-630-5338.000	Underground Service Ale...	46.75
510-630-5339.000	Water Quality - Clinical L...	1,542.00
510-630-5340.000	Professional Services	3,347.09
510-630-5415.000	Communications	305.10
510-630-5505.000	Office Supplies and Expe...	30.90
510-630-5510.000	Small Tools	39.60
510-630-5605.000	Rents and Leases	4,111.96
510-630-5705.000	General Maintenance	1,644.79
510-630-5710.000	Equipment Maintenance	344.82
510-630-5720.000	Fuel	855.97
520-840-5820.134	Emergency Generator	17,222.00
520-840-5821.357	246th-247th-247th Pl - ...	318,542.99
520-840-5821.365	CWPF Upgrades Project	7,460.00
520-840-5821.375	Pipe Replacement - Other	13,947.40
520-840-5821.377	Second Well Evaluation	5,903.75
610-910-5825.000	Equipment Over \$5k	85,513.11
612-910-5345.000	Contractual Services	24,345.00
	<b>Grand Total:</b>	<b>1,242,646.16</b>

**Project Account Summary**

Project Account Key	Payment Amount
**None**	856,750.27
225 Payment Management Plan	8,017.75
246th St., 247th Pl., 247th St.-Western	318,542.99
311-Street Reconstruction-Zone G	14,802.00
520.134	17,222.00
Cypress Water Production	7,460.00
Pipe Replacement-Other	13,947.40
Second Well Evaluation	5,903.75
	<b>Grand Total:</b>
	<b>1,242,646.16</b>





## CITY OF LOMITA CITY COUNCIL REPORT

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

**FROM:** Joe Hoefgen, Interim City Manager

**PREPARED BY:** Lina Hernandez, Senior Management Analyst

**MEETING DATE:** February 6, 2024

**SUBJECT:** Approval of the 2024 Legislative Platform

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### **RECOMMENDATION**

Adopt Resolution 2024-01 approving the 2024 Legislative Platform.

### **BACKGROUND**

Every year, numerous State bills are proposed that have the potential to impact the city's ability to operate effectively and provide quality services to its residents. To create a more efficient means of communicating the city's position to legislators, the City Council adopted its first Legislative Platform in April 2015. The city has adopted updated versions of the platform, with the current version in use since January 2022.

Members of the City Council and staff recently attended the California Contract Cities Association's (CCCA) Sacramento Legislative Tour. This conference aligns with the commencement of the new legislative session and offers members a valuable chance to connect with state legislators, leaders, and constitutional officers, allowing them to convey real-life stories about issues affecting cities. One of the conference's panel discussions focused on regional priority issues and a workshop to consider modifications to CCCA's Legislative Platform.

Based on the local and regional priorities brought up during the CCCA conference, meetings with our state and federal lobbyist, communication with our League of California Cities Regional Public Affairs Manager, and the SBCCOG Legislative Briefing, among other legislative partners, the proposed updated Lomita Legislative Platform (attached to Resolution 2024-01 as Exhibit A) contains broad policy statements that focus on protection of local government control and promotion of stable revenue sources for the city. Further, the Platform allows the city to react quickly on time-sensitive issues by authorizing the Legislative Affairs Ad Hoc Committee and the City Manager to communicate the City's position without bringing the matter to the full City

Council for consideration. It is important to note that issues and proposed legislation not covered in the Platform will always appear on a City Council agenda for review and consideration.

The Legislative Affairs Ad Hoc Committee reviewed the proposed 2024 Legislative Platform on January 30 and recommended it be brought to the full City Council for review and approval.

**OPTIONS**

1. Adopt a Resolution approving the 2024 Legislative Platform
2. Do not approve.
3. Provide alternate direction.

**FISCAL IMPACT**

None for the adoption of the Legislative Platform.

**ATTACHMENTS**

1. Resolution 2024-01 adopting the 2024 City of Lomita Legislative Platform

Reviewed by:

*Gary Sugano*

\_\_\_\_\_  
Gary Y. Sugano  
Assistant City Manager

Approved by:

*Joe Hoefgen*

\_\_\_\_\_  
Joe Hoefgen  
Interim City Manager

Prepared by:

*Lina O. Hernandez*

\_\_\_\_\_  
Lina Hernandez  
Senior Management Analyst

**RESOLUTION NO. 2024-01**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMITA,  
CALIFORNIA, APPROVING THE LEGISLATIVE PLATFORM**

**THE CITY COUNCIL OF THE CITY OF LOMITA, CALIFORNIA, DOES HEREBY  
FIND, ORDER AND RESOLVE AS FOLLOWS:**

Section 1. Recitals.

- A. A Legislative Platform is a summary of Council approved policy statements that provide a framework for the City's responses to proposed State and Federal legislation.
- B. The purpose of the 2024 Legislative Platform is to clearly outline the position of the city on priority issues that impact the city's ability to operate effectively, and to provide a vehicle whereby its interests can be protected.
- C. Active legislative engagement at the local, state, and federal levels is important to protect and enhance the interests of the City and its residents.
- D. The Legislative Platform allows the City to respond quickly in support of or opposition to issues that could directly impact the City.

Section 2. **NOW THEREFORE BE IT RESOLVED** that the City Council of the City of Lomita approves the Legislative Platform attached hereto as **Exhibit A**.

Section 3. This Resolution will become effective immediately upon adoption.

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 6th day of February 2024.

[Signatures on the following page]

\_\_\_\_\_  
Bill Uphoff, Mayor

ATTEST:

\_\_\_\_\_  
Kathleen Horn Gregory, MMC, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Trevor Rusin, City Attorney

DRAFT



## **CITY OF LOMITA 2024 LEGISLATIVE PLATFORM**

This Legislative Platform, adopted by the City Council, clearly outlines the position of the city on priority issues that impact the city's ability to operate effectively. The Legislative Platform allows city elected officials and staff to act quickly in reaching out to legislators, executive branch elected officials, and their staff to communicate the city's interests at the federal, state, and regional levels.

For legislative or regulatory issues for which the City Council has established a policy within this Legislative Platform, the Legislative Affairs Ad-Hoc Committee may approve a position letter to be communicated by the Mayor, City Manager or designated staff to legislators, administration officials, legislative or administration staff, and other entities. When timeliness of action is required, position letters on legislative or regulatory issues covered within the Platform may be communicated by the Mayor, City Manager, or designated staff without prior approval of the Legislative Affairs Ad-Hoc Committee.

For those legislative or regulatory issues for which no policy exists within this Legislative Platform, the issue will be brought to the Legislative Affairs Ad-Hoc Committee for a recommendation to the full City Council. These matters may also be brought directly to the full City Council in the event that timeliness of action by the Council is required or upon the request of the City Council.

### **PLATFORM OVERVIEW**

The city values its ability and authority to exercise local control and to protect and enhance the quality of life for Lomita residents. To that end, the City's primary legislative focus is to protect local government control and promote stable revenue for local governments to plan for future growth and needed public facilities and services.

### **GENERAL ADMINISTRATION**

1. Support legislation that enhances local control and allows cities to address the needs of local constituents within a framework of regional cooperation. Oppose preemption of local authority whether by state or federal legislation or ballot propositions. Support legislation that streamlines and simplifies the job of running a city and oppose efforts that erode the City's authority to control its own affairs.

2. Support reforms related to pensions and other post-employment benefits (OPEB) that would allow cities to better manage the long-term growth of unfunded pension and OPEB liabilities and reduce the risk of fiscal and service level insolvency by cities.
3. Oppose legislation that mandates cities provide specific benefits or that results in additional labor related costs which can be more properly determined through labor negotiations.
4. Oppose legislation that would diminish or eliminate local governments' ability to contract out for the provision of services.
5. Support legislation that expands opportunities for public input and participation by allowing for the continued use of teleconferencing platforms to continue holding hybrid public meetings outside of a declared state of emergency. Hybrid meetings increase access to public meetings and encourage greater transparency.

### **FISCAL STABILITY**

6. Support legislation that maintains or enhances ongoing revenues to the city, including state efforts to standardize sales tax collection requirements from cash-based businesses. Oppose legislation that undermines and preempts local authority over local taxes and fees. Monitor the State and Federal budget deliberations and oppose attempts to balance the State and/or Federal budget by shifting funds from local government. Encourage additional resources to local agencies to support State goals.
7. Support legislation which updates the tax structure to enhance local government revenues that have declined due to the expansion of e-commerce, increased consumption of services rather than durable goods, and innovations in technology.
8. Support legislation that makes the distribution of property taxes more equitable for cities and counties throughout the state.
9. Oppose the imposition of unfunded or inadequately funded federal and state mandates on local governments. Support legislative reform that would remove unnecessary state-imposed mandates, and strengthen requirements for state funding of those mandates. Encourage the use of incentives for local government action rather than mandates (funded or unfunded).
10. Support legislation and regulatory actions that ensure timely distribution of mandated reimbursements owed to the city. Oppose actions that defer reimbursements for state mandated programs.
11. Oppose measures that eliminate or discourage fees to address impacts of development or limit the ability of cities to levy fees to provide for infrastructure or services.

12. Support transparent and flexible federal and statewide action in utilizing American Rescue Plan funding to assist cities in maintaining projects and programs for residents and businesses.

## **PUBLIC WORKS**

13. Support legislation that will provide local governments with new and innovative revenue options and resources to finance critical infrastructure maintenance and construction needs to transportation, water supply, wastewater, stormwater, and other critical infrastructure systems.
14. Support efforts to ensure the city receives its fair share of transportation funding. Support regional efforts to expand transportation options.
15. Support legislation that enhances the safety of city streets for car, bicycle, electric micro-mobility devices such as e-bikes and e-scooters, and pedestrian traffic, reduces traffic congestion, or supports regional transportation improvements.
16. Support legislation that enhances transparency in the decision-making process of the State Water Resources Control Board and the Regional Water Quality Control Board.
17. Support legislation that encourages the optimum and sustainable utilization of local groundwater basins. Support legislation that provides funding for the cost-effective development of local water resources to reduce dependence on imported water sources.
18. Support legislation that creates flexibility in the implementation of mandatory stormwater programs and provides funding for those programs.
19. Oppose legislation that would infringe upon the ability of local governments to effectively administer and modify state and local construction provisions and standards.
20. Support legislation that explores additional sources of water to reduce costs and the preservation, protection, and access of clean water as the State's drought deepens.

## **COMMUNITY AND ECONOMIC DEVELOPMENT**

21. Support legislation that maintains and strengthens cities' authority over land use decisions. Oppose legislation that would interfere with the decision-making authority of local government in the area of local land use and zoning, including regarding housing options and parking minimums.
22. Oppose legislation that erodes the ability of cities to condition and/or deny projects that inadequately mitigate impacts to the neighborhood and community.

23. Oppose legislation and regulatory efforts that would diminish or eliminate the authority of cities to zone and plan for the development of telecommunications infrastructure, including the siting of cellular communications towers or transmission sites.
24. Support legislation that preserves or increases funding for the Community Development Block Grant (CDBG) program as provided by the U.S. Department of Housing and Urban Development. Support legislation that expands the eligibility and allowable uses of CDBG funds. Oppose legislation that would reduce funds dedicated to the CDBG program.
25. Oppose legislation that would diminish or eliminate cities' authority to regulate condominium conversions.
26. Support legislation that would create a more equitable Regional Housing Needs Allocation (RHNA) process. Support legislation that creates more flexibility for local jurisdictions to work together to provide housing that counts toward RHNA requirements. Support legislation that encourages regional and cooperative efforts to meet housing mandates.
27. Support legislation that enhances the City's ability to retain existing businesses and attract new businesses.
28. Support legislation that provides tangible and productive tools and incentives to support job creation and retention, increase workforce development, small business assistance and address supply chain issues.
29. Support legislation or public health orders that consider local and regional factors when determining public health needs and socio-economic impacts within Los Angeles County.
30. Support efforts that provide dedicated funding sources for cities to provide affordable housing.
31. Support legislation to address and mitigate rising insurance costs for California residents and businesses.

## **PUBLIC SAFETY**

32. Support legislation and grant opportunities that increase funding for local law enforcement, fire suppression and prevention, hazardous materials mitigation, and emergency medical services. Support legislation, regulations, or administrative actions ensuring all cities, including contract cities, have equal access to public safety funding.
33. Support legislation that provides funding to local agencies for training, disaster preparedness, and emergency planning.



34. Support legislation that creates incentives for recruitment and retention of peace officers in local law enforcement agencies while also strengthening community relations. Oppose legislation to reprioritize or redirect public safety funding and programs away from Law Enforcement without proper procedural or stakeholder engagement, and efforts that would decrease public safety services or increase crime.
35. Support legislation that addresses criminal reform efforts related to violence and recurring criminal offenses such as looting and smash and grab thefts to protect local businesses.

### **PARKS / QUALITY OF LIFE**

36. Support legislation that creates new funding opportunities for parks and community facilities. Support funding for ADA facility and park upgrades.
37. Support legislation that provides local funding to provide services for individuals experiencing homelessness and encourages them to find permanent housing. Support legislation that enhances the local authority to address impacts of homelessness.
38. Support legislation that addresses preventive and punitive measures to combat the fentanyl crisis.

### **ENVIRONMENTAL SUSTAINABILITY**

39. Support legislation that provides flexibility and incentives to pursue cost-effective environmental policy programs in the areas of energy and water efficiency, greenhouse gas reduction, solid waste, and storm- and wastewater, among others. Support legislation that lessens the financial impact of state and federal unfunded mandates related to compliance with environmental programs and regulations.
40. Support legislation that maintains local authority and flexibility to regulate solid waste and recyclables. Oppose waste and resource recovery measures imposing state mandated costs when there is no guarantee of local cost recovery or offsetting benefit.
41. Support legislation and regulatory actions that reduces dependances on non-recyclable materials and expand the markets for recyclable materials by providing economic incentives to innovative in-state businesses that utilize recyclable materials to create new products. Support incentives for the development of alternatives to recycling and composting, such as conversion technologies which convert post-recycled residual solid waste into renewable energy, biofuels and useful products.
42. Support legislation requiring manufacturers to be responsible for safe disposal or reuse of their products and by-products

43. Support legislation that strengthens protections for communities impacted by environmental or industrial pollution. Support efforts to investigate and hold responsible parties that may pollute or contaminate local resources.



## CITY OF LOMITA CITY COUNCIL REPORT

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

**FROM:** Joe Hoefgen, Interim City Manager

**PREPARED BY:** Carla Dillon, P.E., Public Works Director  
Joe Vida, Management Analyst

**MEETING DATE:** February 6, 2024

**SUBJECT:** Municipal National Pollutant Discharge Elimination System (NPDES)  
On-Call Consultant

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### **RECOMMENDATION**

1) Approve a Professional Services Agreement with John L. Hunter and Associates Inc. (JLHA) for Municipal National Pollutant Discharge Elimination System (NPDES) On-Call Consultant for an amount of \$65,000 per year for up to three years with a 10% contingency of \$6,500 per year for up to three years with the option for two one-year extensions; 2) Appropriate \$35,000 to 100-605-5340 for the current fiscal year; and 3) Authorize the Interim City Manager to execute the Agreement.

### **BACKGROUND**

The Municipal Separate Storm Water System (MS4) National Pollutant Discharge and Elimination (NPDES) Permit was adopted by the Los Angeles Regional Water Quality Control Board (LARWQCB), on November 8, 2012, Order No. R4-2012-0175, and went into effect on December 8, 2012. The MS4 Permit contained several new requirements in addition to existing activities, including preparation of an Enhanced Watershed Management Program (EWMP). On July 23, 2021, the LARWQCB issued a revised NPDES Permit, Order No. R4-2021-0105, which became effective September 11, 2021.

In 2014 the City joined the Dominguez Channel Watershed Management Group (DC WMG). The DC WMG consists of the County of Los Angeles and several other local municipalities. An EWMP, meeting the requirements set forth by Order No. R4-2012-0175, was developed by the DC WMG for member agencies. It was submitted to the Los Angeles Regional Water Quality Control Board in February of 2016, approved in April of 2016, and was updated in June of 2021.

In addition to the requirements being met by the development of the EWMP, the City is

also responsible for ongoing MS4 compliance activities which include the submittal of an annual report to the State Board, industrial/commercial inspections, training, construction site inspections, implementation of Low Impact Development (LID) requirements, public outreach, and participation at regional meetings that affect the City. Since 2015 JLHA has effectively performed or collaborated with City staff to complete these compliance activities.

To ensure the City is able to continue to receive the services of a Consultant to provide stormwater support services for permit compliance, regional coordination, and related activities, a Request for Proposals (RFP) for Municipal National Pollutant Discharge Elimination System (NPDES) On-Call Consultant on October 20, 2023, by posting it on the City's website. Four (4) proposals were received on November 16, 2023, and were evaluated by staff based on criteria established in the RFP. After an in-depth review of the proposed environmental engineering team qualifications and experience with similar projects, and recent relevant project experience from all the proposing firms, staff interviewed the three (3) highest ranking companies to determine which company could best provide services for the City.

The three (3) companies were evaluated based upon relevant project experience in delivering similar services for municipalities and fit with the City's unique characteristics and needs. JHLA received the highest rankings as they possessed the best overall scope of work and understanding of the City's needs as outlined in the RFP. Therefore, staff recommends using the services of JHLA to provide stormwater support services for permit compliance, regional coordination, and related activities.

### **FISCAL IMPACT**

Additional funds will need to be appropriated for this fiscal year of \$35,000 to 100-605-5340.

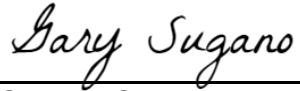
### **OPTIONS:**

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

### **ATTACHMENT:**

1. Professional Services Agreement

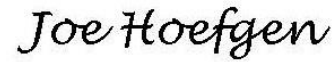
Reviewed by:



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Gary Y. Sugano  
Assistant City Manager

Approved by:



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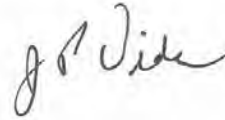
Joe Hoefgen  
Interim City Manager

Prepared by:



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Carla Dillon, P.E.  
Public Works Director



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Joe Vida  
Management Analyst



**CONTRACT FOR PROFESSIONAL SERVICES  
BETWEEN  
THE CITY OF LOMITA AND JOHN L. HUNTER & ASSOCIATES, INC.**

This AGREEMENT for full-service stormwater/NPDES/MS4 support is entered into this 6<sup>th</sup> day of February 2024, by and between the CITY OF LOMITA, a general law city and municipal corporation (“CITY”) and John L. Hunter & Associates, Inc. (“CONTRACTOR”).

**RECITALS**

- A. CITY does not have the personnel able and/or available to perform the services required under this agreement.
- B. Therefore, CITY desires to contract out for full-service stormwater/NPDES/MS4 support including technical assistance, report preparation.
- C. CONTRACTOR warrants to CITY that it has the qualifications, experience and facilities to perform properly and timely the services under this Agreement.
- D. CITY desires to contract with CONTRACTOR to perform the services as described in **Exhibit A** of this Agreement.

**NOW, THEREFORE**, based on the foregoing recitals, CITY and CONTRACTOR agree as follows:

**1. CONSIDERATION AND COMPENSATION.**

- A. As partial consideration, CONTRACTOR agrees to perform the work listed in the SCOPE OF SERVICES, attached as **Exhibit A**;
- B. As an additional consideration, CONTRACTOR and CITY agree to abide by the terms and conditions contained in this Agreement.
- C. As additional consideration, CITY agrees to pay CONTRACTOR an amount of sixty-five thousand dollars (\$65,000.00), the CONTRACTOR’s estimated costs of its services, unless otherwise specified by written amendment to this Agreement. The City Council has also approved an additional ten percent (10%) of these estimated costs, or up to six thousand five hundred dollars (\$6,500.00), for unexpected contingencies, or a total, not-to-exceed amount of seventy-one thousand five hundred dollars (\$71,500.00). If CONTRACTOR incurs expenses exceeding its estimated costs of sixty-five thousand dollars (\$65,000.00), the CONTRACTOR must request such expenses in writing, and the CITY’s City

Manager or his designee must approve of such requests, for CONTRACTOR to receive compensation for those costs.

- D. No additional compensation shall be paid for any other expenses incurred, unless first approved by the City Manager or his designee.
- E. CONTRACTOR shall submit to CITY, by not later than the 10th day of each month, its bill for services itemizing the fees and costs incurred during the previous month. CITY shall pay CONTRACTOR all uncontested amounts set forth in the CONTRACTOR'S bill within thirty (30) days after it is received.

2. **SCOPE OF SERVICES.**

- A. CONTRACTOR will perform the services and activities set forth in the SCOPE OF SERVICES attached hereto as **Exhibit A** and incorporated herein by this reference. If any part of **Exhibit A** is inconsistent with the terms of this Agreement, the terms of this Agreement shall control.
- B. Except as herein otherwise expressly specified to be furnished by CITY, CONTRACTOR will, in a professional manner, furnish all the labor, technical, administrative, professional and other personnel, all supplies and materials, equipment, printing, vehicles, transportation, office space, and facilities necessary or proper to perform and complete the work and provide the professional services required of CONTRACTOR by this Agreement.

3. **PAYMENTS.** For CITY to pay CONTRACTOR as specified by this Agreement, CONTRACTOR must submit an invoice to CITY which lists the reimbursable costs, the specific tasks performed, and, for work that includes deliverables, the percentage of the task completed during the billing period.

4. **TIME OF PERFORMANCE.** The services of CONTRACTOR are to commence upon receipt of a notice to proceed from CITY and shall continue until all authorized work is completed to CITY's reasonable satisfaction, in accordance with the schedule incorporated in "**Exhibit A**," unless extended in writing by CITY.

5. **FAMILIARITY WITH WORK.** By executing this Agreement, CONTRACTOR represents that CONTRACTOR has (a) thoroughly investigated and considered the scope of services to be performed; (b) carefully considered how the services should be performed; and (c) understands the facilities, difficulties, and restrictions attending performance of the services under this Agreement.

6. **KEY PERSONNEL.** CONTRACTOR's key person assigned to perform work under this Agreement is Cameron McCullough and Michelle Staffield. CONTRACTOR shall not assign another person to be in charge of the work contemplated by this Agreement without the prior written authorization of CITY.

7. **TERM OF AGREEMENT.** The term of this Agreement shall commence upon execution by both parties and shall expire on February 6, 2027, unless earlier

termination occurs under Section 14 of this Agreement or extended in writing in advance by both parties. The City, at its complete discretion, may extend this Agreement for up to two (2) one-year extensions by providing written notice to contractor at least thirty (30) days prior to the expiration of the Agreement.

8. **BEST MANAGEMENT PRACTICES AND TRAINING.** The contractor shall implement and maintain activity specific Best Management Practices (BMPs) to prevent pollutant loading from stormwater and non-stormwater discharges to receiving waters as required in Municipal NPDES Permit No. CAS004004. Contracting staff whose primary job duties are related to implementation of BMPs shall be adequately trained to effectively implement, operate, and maintain such BMPs and must be versed in factors affecting BMP effectiveness. The contractor shall certify they have received all applicable training to implement the requirements in Municipal NPDES Permit No. CAS004004 and shall provide documentation to that effect.
9. **CHANGES.** CITY may order changes in the services within the general scope of this Agreement, consisting of additions, deletions, or other revisions, and the contract sum, and the contract time will be adjusted accordingly. All such changes must be authorized in writing, executed by CONTRACTOR and CITY. The cost or credit to CITY resulting from changes in the services will be determined in accordance with the written agreement between the parties.
10. **TAXPAYER IDENTIFICATION NUMBER.** CONTRACTOR will provide CITY with a Taxpayer Identification Number.
11. **PERMITS AND LICENSES.** CONTRACTOR will obtain and maintain during the term of this Agreement all permits, licenses, and certificates that may be required by local, state, and federal laws in connection with the performance of services under this Agreement, including a business license as specified in Title VI, Chapter 2 of the Lomita Municipal Code.
12. **LAWS AND REGULATIONS; EMPLOYEE/LABOR CERTIFICATION.** CONTRACTOR shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, including all Cal/OSHA requirements, and shall give all notices required by law. CONTRACTOR shall be liable for all violations of such laws and regulations in connection with the Services and this Agreement. All violations of such laws and regulations shall be grounds for CITY to terminate the Agreement for cause.
13. **PREVAILING WAGE.**
  - A. Prevailing Wage. CONTRACTOR is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "public works" and "maintenance" projects. If the services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is \$1,000 or



more, CONTRACTOR agrees to fully comply with such Prevailing Wage Laws. Upon request, CITY shall provide CONTRACTOR with a copy of the prevailing rates of per diem wages in effect at the commencement of this Agreement. CONTRACTOR shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the services available to interested parties upon request and shall post copies at the CONTRACTOR'S principal place of business and at the project site. It is the intent of the parties to effectuate the requirements of sections 1771, 1774, 1775, 1776, 1777.5, 1813, and 1815 of the Labor Code within this Agreement, and CONTRACTOR shall therefore comply with such Labor Code sections to the fullest extent required by law. CONTRACTOR shall defend, indemnify and hold the CITY, its officials, officers, employees, agents, and volunteers free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

- B. Registration/DIR Compliance. If the services are being performed on a public works project of over \$25,000 when the project is for construction, alteration, demolition, installation, or repair work, or a public works project of over \$15,000 when the project is for maintenance work, in addition to the foregoing, then pursuant to Labor Code sections 1725.5 and 1771.1, CONTRACTOR and all subcontractors must be registered with the Department of Industrial Relations ("DIR"). CONTRACTOR shall maintain registration for the duration of the project and require the same of any subcontractors. This project may also be subject to compliance monitoring and enforcement by the DIR. It shall be CONTRACTOR'S sole responsibility to comply with all applicable registration and labor compliance requirements, including the submission of payroll records directly to the DIR. Any stop orders issued by the DIR against CONTRACTOR or any subcontractors that affect CONTRACTOR'S performance of services, including any delay, shall be CONTRACTOR'S sole responsibility. Any delay arising out of or resulting from such stop orders shall be considered CONTRACTOR caused delay and shall not be compensable by CITY. CONTRACTOR shall defend, indemnify and hold CITY, its officials, officers, employees and agents free and harmless from any claim or liability arising out of stop orders issued by the DIR against CONTRACTOR or any subcontractor.
- C. Labor Certification. By its signature hereunder, CONTRACTOR certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code and agrees to comply with such provisions before commencing the performance of the Services.
- D. Employment of Apprentices. CONTRACTOR and all subcontractors shall comply with the requirements of Labor Code sections 1777.5 and 1777.6 in the employment of apprentices. Information relative to apprenticeship standards, wage schedules, and other requirements may be obtained from the Director of Industrial Relations, ex officio the Administrator of Apprenticeship, San Francisco, California, or from the Division of Apprenticeship Standards and its branch offices.

- E. CONTRACTOR or subcontractors may not perform work on a public works project with a subcontractor who is ineligible to perform work on a public project pursuant to Labor Code section 1777.1 or 1777.7. Any contract on a public works project entered into between the CONTRACTOR and a debarred subcontractor is void as a matter of law. A debarred subcontractor may not receive any public money for performing work as a subcontractor on a public works contract. Any public money that is paid or may have been paid to a debarred subcontractor by CONTRACTOR on the project shall be returned to CITY. The CONTRACTOR shall be responsible for the payment of wages to workers of a debarred subcontractor who has been allowed to work on the Project.
- F. CONTRACTOR agrees to bind every subcontractor to the terms of the Agreement as far as such terms are applicable to subcontractor's portion of the work. CONTRACTOR shall be as fully responsible to CITY for the acts and omissions of its subcontractor and of persons either directly or indirectly employed by its subcontractor, as CONTRACTOR is for acts and omissions of persons directly employed by CONTRACTOR. Nothing contained in these Agreement shall create any contractual relationship between any subcontractor and CITY.

**14. TERMINATION.**

- A. Except as otherwise provided, CITY may terminate this Agreement at any time with or without cause. Notice of termination shall be in writing.
- B. CONTRACTOR may terminate this Agreement. Notice will be in writing at least thirty (30) days before the effective termination date.
- C. In the event of such termination, CONTRACTOR shall cease services as of the date of termination, all finished or unfinished documents, data, drawings, maps, and other materials prepared by CONTRACTOR shall, at CITY's option, become CITY's property, and CONTRACTOR will receive just and equitable compensation for any work satisfactorily completed up to the effective date of notice of termination.
- D. Should the Agreement be terminated pursuant to this Section, CITY may procure on its own terms services similar to those terminated.

**15. INDEMNIFICATION.**

- A. CONTRACTOR shall indemnify, defend with counsel approved by CITY, and hold harmless CITY, its officers, officials, employees and volunteers from and against all liability, loss, damage, expense, cost (including without limitation reasonable attorneys fees, expert fees and all other costs and fees of litigation) of every nature arising out of or in connection with CONTRACTOR's performance of work hereunder or its failure to comply with any of its obligations contained in this AGREEMENT, regardless of CITY'S passive negligence, but excepting such loss or damage which is caused by the sole active negligence or willful misconduct of CITY. Should CITY in its sole discretion find CONTRACTOR'S legal counsel unacceptable, then CONTRACTOR shall

reimburse CITY its costs of defense, including without limitation reasonable attorneys fees, expert fees and all other costs and fees of litigation. CONTRACTOR shall promptly pay any final judgment rendered against CITY (and its officers, officials, employees and volunteers) covered by this indemnity obligation. It is expressly understood and agreed that the foregoing provisions are intended to be as broad and inclusive as is permitted by the law of the State of California and will survive termination of this Agreement.

B. The requirements as to the types and limits of insurance coverage to be maintained by CONTRACTOR as required by Section 20, and any approval of said insurance by CITY, are not intended to and will not in any manner limit or qualify the liabilities and obligations otherwise assumed by CONTRACTOR pursuant to this Agreement, including, without limitation, to the provisions concerning indemnification.

16. **ASSIGNABILITY.** This Agreement is for CONTRACTOR's professional services. CONTRACTOR's attempts to assign the benefits or burdens of this Agreement without CITY's written approval are prohibited and will be null and void.

17. **INDEPENDENT CONTRACTOR.** CITY and CONTRACTOR agree that THE CONTRACTOR will act as an independent contractor and will have control of all work and the manner in which it is performed. THE CONTRACTOR will be free to contract for similar service to be performed for other employees while under contract with CITY. CONTRACTOR is not an agent or employee of CITY and is not entitled to participate in any pension plan, insurance, bonus or similar benefits CITY provides for its employees. Any provision in this Agreement that may appear to give CITY the right to direct CONTRACTOR as to the details of doing the work or to exercise a measure of control over the work means that CONTRACTOR will follow the direction of the CITY as to end results of the work only.

18. **AUDIT OF RECORDS.**

A. THE CONTRACTOR agrees that CITY, or designee, has the right to review, obtain, and copy all records pertaining to the performance of this Agreement. CONTRACTOR agrees to provide CITY, or designee, with any relevant information requested and will permit CITY, or designee, access to its premises, upon reasonable notice, during normal business hours for the purpose of interviewing employees and inspecting and copying such books, records, accounts, and other material that may be relevant to a matter under investigation for the purpose of determining compliance with this Agreement. CONTRACTOR further agrees to maintain such records for a period of three (3) years following final payment under this Agreement.

B. CONTRACTOR will keep all books, records, accounts and documents pertaining to this Agreement separate from other activities unrelated to this Agreement.

19. **CORRECTIVE MEASURES.** CONTRACTOR will promptly implement any corrective measures required by CITY regarding the requirements and obligations of this Agreement. CONTRACTOR will be given a reasonable amount of time as determined by CITY to implement said corrective measures. Failure of CONTRACTOR to implement required corrective measures shall result in immediate termination of this Agreement.

20. **INSURANCE REQUIREMENTS.**

A. CONTRACTOR, at CONTRACTOR's own cost and expense, shall procure and maintain, for the duration of the contract, the following insurance policies:

1. Workers Compensation Insurance as required by law. CONTRACTOR shall require all subcontractors similarly to provide such compensation insurance for their respective employees. Any notice of cancellation or non-renewal of all Workers' Compensation policies must be received by CITY at least thirty (30) days prior to such change. The insurer shall agree to waive all rights of subrogation against CITY, its officers, agents, employees, and volunteers for losses arising from work performed by CONTRACTOR for CITY.
2. General Liability Coverage. CONTRACTOR shall maintain commercial general liability insurance in an amount of not less than one million dollars (\$1,000,000) per occurrence for bodily injury, personal injury, and property damage. If a commercial general liability insurance form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit.
3. Automobile Liability Coverage. CONTRACTOR shall maintain automobile liability insurance covering bodily injury and property damage for all activities of CONTRACTOR arising out of or in connection with the work to be performed under this Agreement, including coverage for owned, hired, and non-owned vehicles, in an amount of not less than one million dollars (\$1,000,000) combined single limit for each occurrence.
4. Professional Liability Coverage. CONTRACTOR shall maintain professional errors and omissions liability insurance for protection against claims alleging negligent acts, errors, or omissions which may arise from CONTRACTOR'S operations under this Agreement, whether such operations be by CONTRACTOR or by its employees, subcontractors, or subcontractors. The amount of this insurance shall not be less than one million dollars (\$1,000,000) on a claims-made annual aggregate basis, or a combined single-limit-per-occurrence basis. When coverage is provided on a "claims made basis," CONTRACTOR will continue to renew the insurance for a period of three (3) years after this Agreement expires or is terminated. Such insurance will have the same coverage and limits as the policy that was in effect during the term of this Agreement, and will cover

CONTRACTOR for all claims made by CITY arising out of any errors or omissions of CONTRACTOR, or its officers, employees or agents during the time this Agreement was in effect.

- B. Endorsements. Each general liability, automobile liability and professional liability insurance policy shall be issued by a financially responsible insurance company or companies admitted and authorized to do business in the State of California, or which is approved in writing by CITY, and shall be endorsed as follows. CONTRACTOR also agrees to require all contractors, and subcontractors to do likewise.
1. "The CITY, its elected or appointed officers, officials, employees, agents, and volunteers are to be covered as additional insureds with respect to liability arising out of work performed by or on behalf of the CONTRACTOR, including materials, parts, or equipment furnished in connection with such work or operations."
  2. This policy shall be considered primary insurance as respects CITY, its elected or appointed officers, officials, employees, agents, and volunteers. Any insurance maintained by CITY, including any self-insured retention CITY may have, shall be considered excess insurance only and shall not contribute with this policy.
  3. This insurance shall act for each insured and additional insured as though a separate policy had been written for each, except with respect to the limits of liability of the insuring company.
  4. The insurer waives all rights of subrogation against CITY, its elected or appointed officers, officials, employees, or agents.
  5. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to CITY, its elected or appointed officers, officials, employees, agents, or volunteers.
  6. The insurance provided by this policy shall not be suspended, voided, canceled, or reduced in coverage or in limits except after thirty (30) days' written notice has been received by CITY.
  7. There shall be no endorsement or modification limiting the scope of coverage for liability arising from pollution caused by CONTRACTOR while performing services under this Agreement.
- C. CONTRACTOR agrees to provide immediate notice to CITY of any claim or loss against Contractor arising out of the work performed under this agreement. CITY assumes no obligation or liability by such notice, but has the right (but not the duty) to monitor the handling of any such claim or claims if they are likely to involve CITY.

- D. Any deductibles or self-insured retentions must be declared to and approved by CITY. At CITY's option, CONTRACTOR shall demonstrate financial capability for payment of such deductibles or self-insured retentions.
- E. CONTRACTOR shall provide certificates of insurance with original endorsements to CITY as evidence of the insurance coverage required herein. Certificates of such insurance shall be filed with CITY on or before commencement of performance of this Agreement. Current certification of insurance shall be kept on file with CITY at all times during the term of this Agreement.
- F. Failure on the part of CONTRACTOR to procure or maintain the required insurance shall constitute a material breach of contract under which CITY may terminate this Agreement pursuant to Section 14 above.
- G. The commercial general and automobile liability policies required by this Agreement shall allow CITY, as additional insured, to satisfy the self-insured retention ("SIR") and/or deductible of the policy in lieu of the CONTRACTOR (as the named insured) should CONTRACTOR fail to pay the SIR or deductible requirements. The amount of the SIR or deductible shall be subject to the approval of the City Attorney and the Finance Director. CONTRACTOR understands and agrees that satisfaction of this requirement is an express condition precedent to the effectiveness of this Agreement. Failure by CONTRACTOR as primary insured to pay its SIR or deductible constitutes a material breach of this Agreement. Should CITY pay the SIR or deductible on CONTRACTOR'S behalf upon CONTRACTOR'S failure or refusal to do so to secure defense and indemnification as an additional insured under the policy, CITY may include such amounts as damages in any action against Contractor for breach of this Agreement in addition to any other damages incurred by CITY due to the breach.

21. **USE OF OTHER CONTRACTORS.** THE CONTRACTOR must obtain CITY's prior written approval to use any Contractors while performing any portion of this Agreement. Such approval must include approval of the proposed Contractor and the terms of compensation.

22. **FINAL PAYMENT ACCEPTANCE CONSTITUTES RELEASE.** The acceptance by the CONTRACTOR of the final payment made under this Agreement shall operate as and be a release of CITY from all claims and liabilities for compensation to the CONTRACTOR for anything done, furnished or relating to the CONTRACTOR'S work or services. Acceptance of payment shall be any negotiation of CITY'S check or the failure to make a written extra compensation claim within ten (10) calendar days of the receipt of that check. However, approval or payment by CITY shall not constitute, nor be deemed, a release of the responsibility and liability of CONTRACTOR, its employees, sub-Contractors and agents for the accuracy and competency of the information provided and/or work performed; nor shall such approval or payment be deemed to be an assumption of

such responsibility or liability by CITY for any defect or error in the work prepared by CONTRACTOR, its employees, sub-Contractors and agents.

- 23. CORRECTIONS.** In addition to the above indemnification obligations, the CONTRACTOR shall correct, at its expense, all errors in the work which may be disclosed during the CITY'S review of CONTRACTOR'S report or plans. Should the CONTRACTOR fail to make such correction in a reasonably timely manner, such correction shall be made by CITY, and the cost thereof shall be charged to CONTRACTOR. In addition to all other available remedies, CITY may deduct the cost of such correction from any retention amount held by CITY or may withhold payment otherwise owed CONTRACTOR under this Agreement up to the amount of the cost of correction.
- 24. NON-APPROPRIATION OF FUNDS.** Payments to be made to CONTRACTOR by CITY for services preformed within the current fiscal year are within the current fiscal budget and within an available, unexhausted fund. In the event that CITY does not appropriate sufficient funds for payment of CONTRACTOR'S services beyond the current fiscal year, the Agreement shall cover payment for CONTRACTOR'S only to the conclusion of the last fiscal year in which CITY appropriates sufficient funds and shall automatically terminate at the conclusion of such fiscal year.
- 25. NOTICES.** All communications to either party by the other party will be deemed made when received by such party at its respective name and address as follows:

CITY	CONTRACTOR
<u>City of Lomita</u> <u>24300 Narbonne Avenue</u> <u>Lomita, CA 90717</u>	<u>John L. Hunter &amp; Associates, Inc.</u> <u>6131 Orangethorpe Ave., Suite 300</u> <u>Buena Park, CA 90620</u>
<u>ATTN: City Manager</u>	<u>ATTN: Cameron McCullough,</u> <u>Director</u>

Any such written communications by mail will be conclusively deemed to have been received by the addressee upon deposit thereof in the United States Mail, postage prepaid and properly addressed as noted above. In all other instances, notices will be deemed given at the time of actual delivery. Changes may be made in the names or addresses of persons to whom notices are to be given by giving notice in the manner prescribed in this paragraph. Courtesy copies of notices may be sent via electronic mail, provided that the original notice is deposited in the U.S. mail or personally delivered as specified in this Section.

- 26. SOLICITATION.** CONTRACTOR maintains and warrants that it has not employed nor retained any company or person, other than CONTRACTOR'S bona fide employee, to solicit or secure this Agreement. Further, CONTRACTOR warrants that it has not paid, nor has it agreed to pay any company or person, other than CONTRACTOR'S bona fide employee, any fee, commission, percentage,

brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Should CONTRACTOR breach or violate this warranty, CITY may rescind this Agreement without liability.

27. **THIRD PARTY BENEFICIARIES.** This Agreement and every provision herein is generally for the exclusive benefit of CONTRACTOR and CITY and not for the benefit of any other party. There will be no incidental or other beneficiaries of any of the CONTRACTOR's or CITY's obligations under this Agreement.
28. **INTERPRETATION.** This Agreement was drafted in and will be construed in accordance with the laws of the State of California, and exclusive venue for any action involving this agreement will be in Los Angeles County.
29. **ENTIRE AGREEMENT.** This Agreement, and its Attachments, sets forth the entire understanding of the parties. There are no other understandings, terms or other agreements expressed or implied, oral or written.
30. **RULES OF CONSTRUCTION.** Each Party had the opportunity to independently review this Agreement with legal counsel. Accordingly, this Agreement will be construed simply, as a whole, and in accordance with its fair meaning; it will not be interpreted strictly for or against either Party.
31. **AUTHORITY/MODIFICATION.** The Parties represent and warrant that all necessary action has been taken by the Parties to authorize the undersigned to execute this Agreement and to engage in the actions described herein. This Agreement may be modified by written amendment with signatures of all parties to this Agreement. CITY's city administrator, or designee, may execute any such amendment on behalf of CITY.
32. **ACCEPTANCE OF FACSIMILE OR ELECTRONIC SIGNATURES.** The Parties agree that this Agreement will be considered signed when the signature of a party is delivered by facsimile transmission, scanned and delivered via electronic mail, or delivered using digital signature technology approved by CITY. Such facsimile or electronic signatures will be treated in all respects as having the same effect as an original signature.
33. **FORCE MAJEURE.** Should performance of this Agreement be impossible due to fire, flood, explosion, war, embargo, government action, civil or military authority, the natural elements, or other similar causes beyond the Parties' control, then the Agreement will immediately terminate without obligation of either party to the other.
34. **TIME IS OF ESSENCE.** Time is of the essence to comply with dates and schedules to be provided.
35. **ATTORNEY'S FEES.** The parties hereto acknowledge and agree that each will bear his or its own costs, expenses and attorneys' fees arising out of and/or connected with the negotiation, drafting and execution of the Agreement, and all matters arising out of or connected therewith except that, in the event any action



is brought by any party hereto to enforce this Agreement, the prevailing party in such action shall be entitled to reasonable attorneys' fees and costs in addition to all other relief to which that party or those parties may be entitled.

**36. STATEMENT OF EXPERIENCE.** By executing this Agreement, CONTRACTOR represents that it has demonstrated trustworthiness and possesses the quality, fitness and capacity to perform the Agreement in a manner satisfactory to CITY. CONTRACTOR represents that its financial resources, surety and insurance experience, service experience, completion ability, personnel, current workload, experience in dealing with private Contractors, and experience in dealing with public agencies all suggest that CONTRACTOR is capable of performing the proposed contract and has a demonstrated capacity to deal fairly and effectively with and to satisfy a public agency.

**37. DISCLOSURE REQUIRED.** (CITY and CONTRACTOR initials required at one of the following paragraphs)

By their respective initials next to this paragraph, CITY and CONTRACTOR hereby acknowledge that CONTRACTOR is a "contractor" for the purposes of the California Political Reform Act because CONTRACTOR'S duties would require him or her to make one or more of the governmental decisions set forth in Fair Political Practices Commission Regulation 18700.3(a)(2) or otherwise serves in a staff capacity for which disclosure would otherwise be required were CONTRACTOR employed by CITY. CONTRACTOR hereby acknowledges his or her assuming-office, annual, and leaving-office financial reporting obligations under the California Political Reform Act and the CITY'S Conflict of Interest Code and agrees to comply with those obligations at his or her expense. Prior to the Contractor commencing services hereunder, the City's Manager shall prepare and deliver to CONTRACTOR a memorandum detailing the extent of CONTRACTOR'S disclosure obligations in accordance with the CITY'S Conflict of Interest Code.

City Initials \_\_\_\_\_

Contractor Initials \_\_\_\_\_

**OR**

By their initials next to this paragraph, CITY and CONTRACTOR hereby acknowledge that CONTRACTOR is not a "contractor" for the purpose of the California Political Reform Act because CONTRACTOR'S duties and responsibilities are not within the scope of the definition of contractor in Fair Political Practice Commission Regulation 18700.3(a)(2) and is otherwise not serving in staff capacity in accordance with CITY'S Conflict of Interest Code.

City Initials \_\_\_\_\_

Contractor Initials \_\_\_\_\_

[signatures on following page]

**IN WITNESS WHEREOF** the parties hereto have executed this contract the day and year first hereinabove written.

CITY OF LOMITA

CONTRACTOR

\_\_\_\_\_  
Joe Hoefgen, Interim City  
Manager

By:

\_\_\_\_\_  
Cameron McCullough, Director

ATTEST:

\_\_\_\_\_  
Kathleen Horn Gregory, City Clerk

\_\_\_\_\_  
XX-XXXXXX  
Taxpayer ID No.

APPROVED AS TO FORM:

\_\_\_\_\_  
Trevor Rusin, City Attorney



November 16, 2023

City of Lomita  
24300 Narbonne Avenue  
Lomita, CA 90717

**Subject: Request for Proposal (RFP) for Municipal National Pollutant Discharge Elimination System (NPDES) On-Call Consultant Services**

Dear City of Lomita:

John L. Hunter and Associates (JLHA) is pleased to submit a proposal to provide professional consulting services, prepared in response to the City of Lomita Request for Proposal (RFP) for Municipal NPDES On-Call Consultant services. We welcome the opportunity to provide environmental services to the city.

We are an environmental consulting firm that specializes in servicing municipal cities. We believe we are the best qualified to provide such services to the City of Lomita as we currently implement Municipal NPDES water quality programs to over 40 cities in the Southland. Services provided include administration, program funding (e.g., fees, grants, and other water quality funding programs), compliance planning (e.g., WMPs, TMDLs, and statewide pollutant provisions), control measure implementation (e.g., LID review and inspections, and industrial/commercial facility inspections), and monitoring and reporting. Specific qualifications and experience are detailed in the enclosed package.

The person authorized as the point of contact for a contract resulting from the RFP, and who will be responsible for day-to-day management of these services is: *Cameron McCullough (Project Manager), cmccullough@jlha.net 562.726.4259*. Additional key staff to provide services under this proposal are listed below:

Program Title	Team Member Information	
Project Manager	Name	<b>Cameron McCullough</b> , MS, CPSWQ, QSD/P, IGP ToR
	Roles	Point-of-contact, manages services, technical focus on compliance and reporting
Technical Lead	Name	<b>Michelle Staffield</b> , PE, MSE, CPSWQ, QSD
	Roles	Point-of-contact, manages services, technical focus on land development and the SCWP
Principal in Charge	Name	<b>John Hunter</b> , PE
	Roles	As-needed project implementation
Project Engineer	Name	<b>Michelle Kim</b> , MSE, CPSWQ, QSD
	Roles	Plan review, assists in services implementation
Technical Lead	Name	<b>Hugo Garcia</b> , CPSWQ, CESSWI, QSD/P
	Roles	Technical focus on field services and trash compliance
Sr. Compliance Specialist	Name	<b>Glenn Cajar</b> , CESSWI, QSP, QISP
	Roles	Assists in oversight of construction and industrial/commercial facility field services

We acknowledge receipt of any and all addenda (e.g., ADDENDUM No. 1) issued in association with this RFP. This proposal is considered valid for a period of ninety (90) days from the date of submittal. We welcome the opportunity to offer our services. Please do not hesitate to contact us if you have any questions or would like further information.

Sincerely,

Cameron McCullough, Director

John L. Hunter & Associates, Inc.  
6131 Orangethorpe Ave, Suite 300, Buena Park, CA 90620

# MUNICIPAL NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) ON-CALL CONSULTANT



## SERVICES PROPOSAL 2023.11.16

Prepared for: City of Lomita  
24300 Narbonne Avenue  
Lomita, CA 90717

Prepared by: **John L. Hunter & Associates**  
6131 Orangethorpe Ave #300  
Buena Park, CA 90620

Cameron McCullough

Project Manager

cmccullough@jlha.net 562.726.4259

Michelle Staffield

Technical Lead

mstaffield@jlha.net 562.802.4890

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# 1. Qualification and Experience

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John L. Hunter and Associates, Inc. (JLHA) is an environmental consulting corporation founded in 1985. We specialize in assisting cities implement water quality and conservation programs. This includes NPDES/pollution prevention, watershed management, sewer spill prevention, water conservation, and recycling. Services include administration, planning, reporting, and funding, as well as inspections, engineering, monitoring, and public education.

## 1.1. Relevant Firm Experience

Our experience in Municipal NPDES begins with the inception of MS4 Permits in the 1990s. Table 1 is a complete list of NPDES services we provide to current municipal clients, which are similar to the one proposed in the RFP. This includes:

- 38 cities, 4 watershed management groups: Program administration or technical support,
- 18 cities: Grant and SCWP Program project application or administration,
- 38 cities: Field services such as BMP compliance inspections,
- 23 cities: Plan review and approval, including LID Plans, WQMPs, and SWPPPs,
- 39 cities, 3 WMGs: Reporting (e.g., annual, TMDL, or watershed reports), and
- 37 cities and 3 watershed groups: Staff training.

Recent and relevant projects include:

- Submitting over 20 applications for SCWP infrastructure project funding (2019-current).
- Applying for and obtaining a Prop 1 Stormwater grant (Urban Orchard in South Gate, 2018) and administering a Prop 1 grant (Ford Park in Bell Gardens, current).
- Updating Watershed Management Programs (WMPs) for the Lower Los Angeles River (LLAR), Lower San Gabriel River (LSGR), Nearshore (Long Beach), and Peninsula Cities WMGs (2021).
- Assisting with the implementation of the Trash TMDL DGR Study for 24 local municipalities in the Santa Monica Bay, Machado Lake, Ballona Creek, and Los Angeles River watersheds.
- Assisting with the implementation of the Statewide Trash Provisions for 22 local municipalities.
- Representing the Cities of Glendale, Diamond Bar, and Villa Park in MS4 NPDES compliance audits conducted by the Regional Water Board and Federal EPA staff in 2019 and 2020.
- Managing ongoing BMP inspection programs at over 10,000 sites.

Our interagency compliance planning experience includes serving as the lead consultant for the development of the WMPs for the LLAR, LSGR, Nearshore, and Peninsula Cities watershed management groups (WMGs). This included oversight of the development of Coordinated Integrated Monitoring Programs (CIMPs). Together the member agencies of these Watershed Groups represent 20 MS4 NPDES Permittees. We also serve as the consultant team lead for the Nearshore, LLAR, LSGR, and Peninsula Cities WMGs. Services include administering monitoring activities, overseeing the development of and submitting funding applications for Safe Clean Water Program projects, preparing watershed annual reports, holding technical committee meetings, and implementing other relevant tasks such as feasibility studies.

**Table 1. Summary of Municipal NPDES Services Currently or Recently Provided**

Municipal NPDES Client	Years of service	Administrative or Technical support	Plan Review	Field Inspections	Public Outreach	Training	Funding Assistance	Project or Compliance Planning	Trash Studies	Monitoring oversight	Reporting
Arcadia	28	x	--	x	x	x	x	--	x	--	x
Artesia	9	x	--	x	x	x	x	x	--	--	x
Baldwin Park	3	x	--	x	x	x	x	x	--	--	x
Burbank	6	x	--	--	--	x	x	x	x	--	x
Cerritos	8	--	--	x	--	--	x	--	--	--	x
Compton	3	x	--	--	--	x	x	--	--	x	x
Covina	15	x	x	x	--	x	--	--	--	--	--
Culver City	<1	x	x	x	x	x	x	x	x	x	x
Diamond Bar	16	x	x	x	x	x	x	x	--	--	x
Downey	12	x	x	x	x	x	x	x	x	--	x
Fullerton	6	x	--	--	--	x	x	--	--	--	x
Glendale	10	x	--	x	--	x	x	--	x	--	x
Hawaiian Gardens	11	x	x	x	x	x	x	x	--	--	x
Hawthorne	23	x	--	x	x	x	x	--	--	--	x
Hermosa Beach	3	x	--	x	x	x	x	x	--	--	x
Inglewood	8	x	--	x	x	x	x	--	x	--	x
La Habra	12	x	x	x	x	x	x	--	--	--	x
La Mirada	6	x	--	x	--	--	x	--	--	--	x
Laguna Woods	3	--	x	x	--	--	--	x	--	--	--
Lakewood	8	--	--	x	--	--	x	--	--	--	x
Lomita	8	x	--	x	x	x	x	x	--	--	x
Long Beach	9	x	--	x	x	x	x	x	x	x	x
Los Angeles	<1	x	--	x	--	--	--	--	--	--	--
LCC WMG	9	x	--	--	--	x	--	x	--	x	--
Lower LA River WMG	10	x	--	--	--	x	x	x	--	x	x
Lower San Gabriel River WMG	10	x	--	--	--	x	x	x	--	x	x
Lynwood	9	x	x	x	x	x	x	x	x	--	x
Manhattan Beach	13	--	--	x	--	--	--	--	--	--	--
Monterey Park	18	x	x	x	x	x	x	x	x	--	x
Norwalk	13	x	x	x	x	x	x	x	--	--	x
Paramount	9	x	x	x	x	x	x	x	x	--	x
Pasadena	8	x	x	x	--	x	x	x	x	--	x
Palos Verdes Peninsula WMG	10	x	--	--	--	--	--	x	--	x	x
Pico Rivera	7	x	--	--	x	x	x	--	x	--	x
Placentia	10	x	x	x	--	x	x	--	--	--	x
Rancho Palos Verdes	29	x	x	x	x	x	x	x	x	--	x
Rolling Hills	14	--	--	--	--	--	--	--	x	--	x
Santa Fe Springs	7	--	x	x	--	--	--	--	--	--	--
Seal Beach	18	x	x	x	x	x	x	--	--	--	x
Signal Hill	38	x	x	x	x	x	x	x	x	--	x
South El Monte	6	x	x	x	x	x	x	x	x	--	x
South Gate	32	x	x	x	x	x	x	x	x	--	x
South Pasadena	18	x	--	x	x	x	x	x	x	--	x
Stanton	16	x	x	x	x	x	x	--	--	--	x
Temple City	20	x	x	x	x	x	x	x	x	--	x
Upper Los Angeles WMG	3	x	--	--	--	--	--	x	--	--	--
Villa Park	10	x	x	x	x	x	--	--	--	--	x
West Covina	8	x	x	x	x	x	x	x	--	--	x
West Hollywood	28	x	x	x	--	x	x	x	x	--	x
Whittier	9	x	--	x	x	x	x	x	--	--	x
<b>TOTALS (out of 50)</b>		<b>44</b>	<b>24</b>	<b>40</b>	<b>29</b>	<b>40</b>	<b>40</b>	<b>30</b>	<b>20</b>	<b>7</b>	<b>43</b>

We also represent municipal clients in WMGs for the Upper Los Angeles River, Upper San Gabriel River, Dominguez Channel, Ballona Creek, Beach Cities, and Los Cerritos Channel. In Orange County we represent six municipal clients in WMG planning activities led by the Orange County Public Works.

### 1.2. Key Personnel, Percentage of Current Workload, and Availability

Table 2 lists the key personnel for this project, their typical project roles, and estimated percentage of time devoted. See the Resumes Section for the experience, credentials, and education of the project team.

The Project Manager and key staff will be available and remain assigned to the extent proposed for the duration of the contract. No person designated as “key” shall be removed or replaced without the proper written concurrence of the City of Lomita. If changes occur, we will furnish the revised Project Team information provided in this proposal.

**Table 2. Project Team Key Personnel and Roles**

Project Title	Team Member Information		Team Rate <sup>1</sup>
Project Manager (15%)	Name	<b>Cameron McCullough</b> , MS, CPSWQ, QSD/P, IGP ToR	PM
	Roles	Point-of-contact, manages services, technical focus on compliance and reporting	
Technical Lead (30%)	Name	<b>Michelle Staffield</b> , PE, MSE, CPSWQ, QSD	PM
	Roles	Point-of-contact, manages services, technical focus on land development and the SCWP	
Principal (2%)	Name	<b>John Hunter</b> , PE	Pri
	Roles	As-needed project implementation	
Project Engineer (13%)	Name	<b>Michelle Kim</b> , MSE, CPSWQ, QSD	PE
	Roles	Plan review, assists in services implementation	
Technical Lead (15%)	Name	<b>Hugo Garcia</b> , CPSWQ, CESSWI, QSD/P	aPM
	Roles	Technical focus on field services and trash compliance	
Sr. Compliance Specialist (25%)	Name	<b>Glenn Cajar</b> , CESSWI, QSP, QISP	SCS
	Roles	Assists in oversight of construction and industrial/commercial facility field services	

<sup>1</sup> Rates are based on company titles, as identified in the resumes. aPM: Assistant Project Manager, PE: Project Engineer, PM: Project Manager, Pri: Principal, SCS: Senior Compliance Specialist. See Section 3. Rate Schedule for more information.

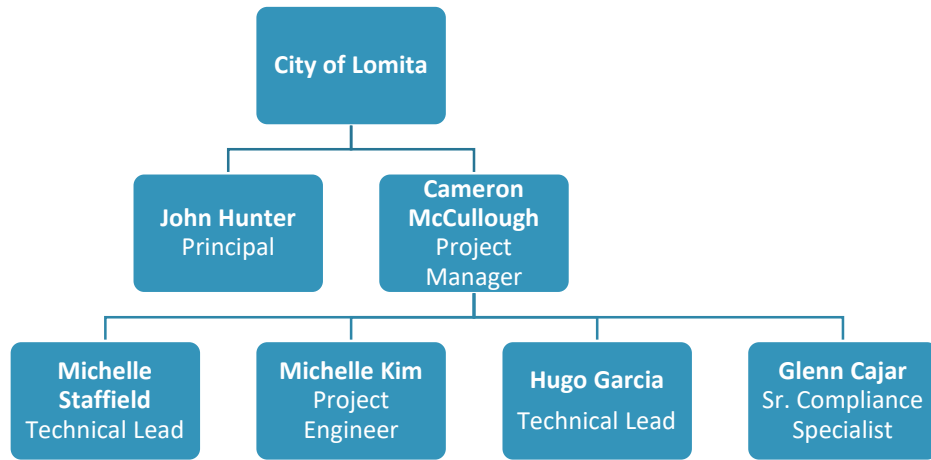
#### 1.2.1. Subconsultant

We subcontract additional services as needed such as water quality monitoring and laboratory analysis, outfall screening, construction management, computational analysis, and design engineering. We do not anticipate the need to enlist the assistance of sub-consultants to fulfill the scope of services. If it is determined that a subconsultant is needed to provide a specialized task, the City will be notified prior to approval.



### 1.3. Organization Chart

Key personnel to provide services under this proposal for the duration of the contract are listed in the following organizational chart.



### 1.4. References

Table 3 is a list of neighboring city references we have provided similar scope of services. Additional references are available at the request of the City.

**Table 3. References**

Agency Name	Data Field	Reference Information
Hawthorne	Contact/Title	Heecheol Kwon, Senior Engineer
	Address	4455 W 126th St, Hawthorne, CA 90250
	Phone/email	310.349.2980, hkwon@cityofhawthorne.org
	JLHA services/project	Municipal NPDES and FOG
Hermosa Beach	Contact/Title	Douglass Krauss, Environmental Programs Manager
	Address	1315 Valley Dr, Hermosa Beach, CA 90254
	Phone/email	310.750.3603, dkrauss@hermosabeach.gov
	JLHA services/project	Municipal NPDES and CBR
Long Beach, Nearshore Watershed	Contact/Title	Melissa You, Stormwater Compliance Officer
	Address	333 W Ocean Blvd, Long Beach, CA 90802
	Phone/email	562.570.6386, melissa.you@longbeach.gov
	JLHA services/project	Municipal NPDES, WMP/IMP assistance
Rancho Palos Verdes	Contact/Title	Ramzi Awwad, Director of Public Works
	Address	30940 Hawthorne Blvd, RPV, CA 90275
	Phone/email	310.544.5275, rawwad@rpvca.gov
	JLHA services/project	Municipal NPDES and CBR

### 1.5. Resumes

The following section includes the resumes and certifications of key personnel.

**20 years** of project experience

**Cameron McCullough, CPSWQ, QSD/P, IGP ToR**  
Project Manager

**Education**

M.S., Applied Mathematics, CSULB  
B.S., Physics, CSULB

**Certifications**

CPSWQ, EnviroCert (#0842)  
QSD/QSP, CASQA (#22706)  
IGP Trainer of Record, CASQA (#079)

**Affiliations**

Phi Beta Kappa Society  
Society for Industrial & Applied Math

Cameron McCullough has 20 years of experience in the environmental compliance field, specializing in municipal surface water quality. His experience includes municipal NPDES, TMDL, and SSO control programs administration and implementation, funding—including the Safe, Clean Water Program, compliance planning, staff training, and representing client interests in interactions with regulators and other stakeholders.

**Recent experience and qualifications**

Mr. McCullough currently serves as a contracted project manager and primary contact for nine local cities’ surface water quality programs and provides as-needed general technical assistance to 28 local cities. Programs administered include those for state NPDES stormwater discharge permits (MS4, IGP, CGP), state non-stormwater discharge permits and orders (e.g., sanitary sewer overflows and drinking water system discharges), and local ordinances related to these programs (e.g., for the Safe, Clean Water Program, stormwater and urban runoff pollution prevention, and FOG/Industrial Waste Control). The table below lists specific clients, roles, and tasks for relevant contracted services.

**Relevant Experience Currently or Recently Provided**

Project Manager for contracted Municipal NPDES Program implementation assistance	
Clients	Arcadia, Burbank, Glendale, Inglewood, South El Monte, South Pasadena, Stanton, Villa Park, and West Covina (9 cities total)
Tasks	Varies per client, including client representation with watershed groups and regulators, program administration, WMP/TMDL/trash prohibition compliance planning, training, reporting, studies, and oversight of control programs such as inspections and public outreach.
Budget	\$600,000/year total
Lead Technical Support for as-needed Municipal NPDES technical assistance	
Clients	The clients listed above, as well as Artesia, Baldwin Park, Compton, Covina, Diamond Bar, Downey, Hawthorne, Hermosa Beach, Lomita, Long Beach, Monterey Park, Norwalk, Paramount, Pasadena, Pico Rivera, RPV, Temple City, West Hollywood, and Whittier (28 total)
Tasks	Varies per client, including but not limited to staff training, NPDES Permit compliance inquiries, and assistance with strategic WMP/TMDL compliance planning.
Lead Technical Support for contracted Safe, Clean Water Program (SCWP) implementation assistance	
Clients	The 28 clients listed above, and Hawaiian Gardens, La Mirada, and Lynwood (31 total)
Tasks	Varies per client, including Annual Plan and Expenditure Report development and preparation, and general technical assistance. For Burbank (2020), Diamond Bar (2020), and South Pasadena (2 in 2020, 1 in 2021), tasks included project concept planning and TRP application preparation.
Project Manager for Watershed Management Group Reporting and WMP Adaptive Management	
Clients	Agencies within the Lower LA River and Lower San Gabriel River Watershed Management Groups
Tasks	Administering the preparation and adaptive management of WMPs and watershed reporting.
Client Representation for NPDES Program Audits	
Clients	Diamond Bar (2019), Glendale ('20), Seal Beach ('10, '06), Stanton ('14, '10), Villa Park ('19)
Tasks	Represented cities in MS4 NPDES Permit compliance audits from Cal EPA and Federal EPA.

**Over 30 years** of project experience**John L. Hunter, PE**  
*Principal***Education**

B.S. Chemical Engineering, CSULB  
B.S. Biological Sciences, UCI

**Certifications and Licenses**

CA Professional Chemical Engineer, 4724  
CA Registered Environmental Assessor, 0900  
CA Hazardous Substance Removal, A3382  
CA General Engineering License, A-582340

Mr. Hunter serves as the Principal of JLHA. He has over 30 years of experience in municipal environmental programs and currently oversees or otherwise assists with: (1) elements of over 40 separate municipal NPDES programs that covers sub-programs such as: watershed and stormwater management, TMDL implementation, plan reviews, industrial and construction inspections, training, O&M activities, public outreach, and monitoring and

reporting; (2) elements of 30 municipal Safe, Clean Water Programs, (3) eleven municipal FOG or Industrial Waste programs encompassing permitting, inspections and enforcement; (4) six municipal Used Oil Recycling programs; (5) three municipal Beverage Container Recycling programs; and (6) two water conservation programs.

**Related Experience**Representation, Advocacy, and Leadership

Since May 2016, Mr. Hunter has served as the chair for the LA Permit Group, which facilitates discussions and provides area wide Permit updates to affected parties within LA County that are under the Regional MS4 NPDES Permit. He coordinates this role with staff from the County of Los Angeles, as well as other Permit stakeholders. Historically, he has also chaired the Los Angeles River Watershed Management Committee and the Santa Monica Bay Bacterial TMDL J7 Subcommittee.

For decades Mr. Hunter has regularly represented client interests in meetings with Regional Board staff and members, most recently regarding topics such WMPs, CIMP, TMDLs, trash provisions, and other new Permit mandates. Most recently this included providing written and oral comments on the 2021 Regional MS4 NPDES Permit on behalf of the Lower San Gabriel River and Lower LA River Watershed Management Groups.

Through these experiences, Mr. Hunter has played a leadership role in the continued countywide development and implementation of the Municipal NPDES Program in the LA Region.

Watershed Management and Safe, Clean Water Program

Mr. Hunter serves as the Principal-in-Charge for contracted program administration and implementation assistance to the Lower Los Angeles River Watershed Group, the Lower San Gabriel River Watershed Group, the Peninsula Cities Watershed Group, and the Long Beach Near-shore watersheds. Services overseen include preparation and adaptive management of the WMPs, CIMP monitoring, annual compliance reporting, project concept planning, and SCWP application preparation. This includes presenting SCWP funding projects to the Watershed Area Steering Committees (WASCs). He also participates as needed in the Upper Los Angeles River Watershed Group, the Dominguez Channel Watershed Group, and the Los Cerritos Channel Watershed Group.

Total Maximum Daily Loads and NPDES Permit Implementation

Mr. Hunter oversaw development of the Reach 1 Metals TMDL Implementation Plan on behalf of nine local agencies. The Plan was used as a source document for the Compliance Schedule in the Lower LA River WMP. He has also administered Trash TMDL studies and associated compliance reports for 19 cities, and continues to oversee the development and implementation of the federally required NPDES Municipal Permit Minimum Control Measures for over 30 cities.

**Michelle Stafffield, PE, MSE, CPSWQ, QSD***Project Manager/Project Engineer***Education**

M.S., Civil Engineering, Loyola Marymount  
B.S., Ecology, Behavior, & Evolution, UCSD

**Certifications**

CA Professional Civil Engineer (#88904)  
CPSWQ, EnviroCert (#1136)  
QSD, CASCA (#26529)

Michelle Stafffield has 17 years of experience in the water quality field, specializing in surface water quality regulation in local regions including Los Angeles, Orange County, and San Diego. Her experiences include managing the development and implementation of point and non-point source programs—including NPDES and TMDL programs for municipalities—assisting and training municipal staff in their in-house NPDES programs, and representing client interests in interactions with regulators and other stakeholders.

**Recent Experience and Project Qualifications**

Michelle serves as a Project Manager and technical lead on various stormwater infrastructure projects for municipalities involving planning, review, and implementation. In this role her relevant experiences and tasks include implementing and managing NPDES municipal permit provisions such as watershed management and TMDL compliance, Best Management Practices (BMPs) and Low Impact Development (LID) for planning and land development, construction, and industrial/commercial activities, public information and participation, and general programs management and technical assistance. She is also involved in the development and review of Watershed and Stormwater Management Programs, Water Quality Management Plans (WQMPs), and LID Plans.

Municipal NPDES Permit Management: Some of Michelle’s current client-specific responsibilities include:

- Reviewing LID Plans following the standards of the Los Angeles County area-wide MS4 Permit for the cities of Covina, Diamond Bar, Downey, Hawaiian Gardens, Long Beach, Lynwood, Monterey Park, Norwalk, Pasadena, Rancho Palos Verdes, Santa Fe Springs, Signal Hill, South El Monte, South Gate, West Hollywood, and Whittier.
- Reviewing WQMPs following the standards of the North Orange County area-wide MS4 Permit for the cities of Buena Park, La Habra, Placentia, Seal Beach, Stanton, and Villa Park. (WQMPs are the Orange County-equivalent of Los Angeles County’s LID Plans.)
- Serving as point-of-contact with project engineers for the LID Plan and WQMP review process.
- Conducting post-construction BMP verification and maintenance inspections for the cities of Covina, Diamond Bar, Downey, Hawaiian Gardens, La Habra, Placentia, Rancho Palos Verdes, Seal Beach, Signal Hill, Stanton, and West Hollywood.
- Assisting in municipal TMDL compliance activities, including the preparation of Trash TMDL studies and compliance reports, and Bacteria TMDL studies and Load Reduction Strategy reports.
- Assisting in NPDES program management for the cities of Downey, South Gate and Signal Hill. Tasks include serving as a point-of-contact with City staff, representing city interests at watershed meetings and other related meetings and hearings, and preparing the Individual Annual Report.

Watershed Management: Through representation of municipal clients’ stakeholder interests, Michelle also participates in the development and implementation of watershed management programs and monitoring programs for the Dominguez Channel, Los Cerritos Channel, Lower Los Angeles River, Lower San Gabriel River, and Peninsula Cities.

**Michelle Kim, MSE, CPSWQ, QSD**  
*Project Engineer*

**17 years of project experience**

**Education**

M.S., Civil Engineering, Loyola Marymount

B.S., Environmental Science, UC Berkeley

B.A., Public Health, UC Berkeley

**Certifications**

CPSWQ, EnviroCert (#1134)

QSD, CASQA (#26504)

EIT, NCEES (#141554)

Grade 3 Laboratory Analyst, CWEA (#130133001)

Michelle Kim has 17 years of experience in the water quality industry, which includes potable water, wastewater, and stormwater. Michelle serves as a Project Manager and technical lead on various stormwater infrastructure projects for municipalities involving planning, review, implementation, and funding (including the Safe Clean Water Program). Her relevant experiences and tasks include implementing and managing NPDES municipal permit provisions such as watershed management and TMDL compliance, Best Management Practices

(BMPs) and Low Impact Development (LID) for planning and land development, construction, industrial/commercial activities, and public information and participation. She is also involved in the development and review of Watershed Management Programs (WMPs), Water Quality Management Plans (WQMPs), and LID Plans. Her experience also includes compliance planning, staff training, and representing client interests in interactions with regulators and other stakeholders.

Michelle's client-specific responsibilities at JLHA include:

- Reviewing LID Plans following the standards of the Los Angeles County area-wide MS4 Permit for the Cities of Covina, Diamond Bar, Downey, Hawaiian Gardens, Long Beach, Lynwood, Monterey Park, Norwalk, Pasadena, Rancho Palos Verdes, Santa Fe Springs, Signal Hill, South El Monte, South Gate, West Covina, West Hollywood, and Whittier.
- Reviewing WQMPs following the standards of the North Orange County area-wide MS4 Permit for the Cities of La Habra, Placentia, Seal Beach, Stanton, and Villa Park. (WQMPs are the Orange County-equivalent of Los Angeles County's LID Plans.)
- Serving as point-of-contact with project engineers for the LID Plan and WQMP review process.
- Conducting post-construction BMP verification inspections.
- Conducting training to municipal staff on LID.
- Assisting in municipal TMDL compliance activities, including the preparation of Trash TMDL studies and compliance reports, and Bacteria TMDL studies and Load Reduction Strategy reports.
- Assisting in MS4 Permit Project Management for the Cities of Diamond Bar, Downey, La Mirada, Long Beach, Lynwood, Monterey Park, Pico Rivera, Temple City, and Whittier. Tasks include serving as a point-of-contact with city staff, representing city interests at watershed meetings and other NPDES-related meetings and hearings, and preparing Annual Reports.
- Assisting in Watershed Management efforts under the LA County area-wide MS4 Permit. This includes management of the Lower Los Angeles River Watershed Management Group (WVG), Lower San Gabriel River WVG, and Long Beach Nearshore WVG. Tasks include administering meetings, managing subcontractors, representing the groups in interactions with regulators, and preparing compliance reports, such as Watershed Annual Reports, WMP Progress Reports, and Adaptive Management reports.

## Hugo Garcia, CPSWQ, CESSWI, QSD/P

### *Assistant Project Manager*

#### **Education**

B.S., Environmental Science, UCR

#### **Certifications and Training**

CPSWQ, EnviroCert (#1183)

CESSWI, EnviroCert (#4769)

QSD/P, CASQA (#27064)

Professional Certificate in GIS

Basic Inspector Academy, Cal EPA

Spanish fluency

Hugo Garcia has 12 years of experience with John L. Hunter & Associates, specializing in NPDES and Industrial Waste/FOG Control regulations. His experiences include implementation of Municipal NPDES Programs for Industrial/Commercial Facilities, Development Construction, Municipal Activities, Planning and Land Development, Public Information and Participation, and Illicit Connections & Illicit Discharge Elimination Programs. In addition, Hugo provides TMDL implementation and reporting, and serves as JLHA's lead GIS Specialist.

#### **Recent Experience and Project Qualifications**

Mr. Garcia currently serves as both a Senior Project Analyst and Compliance Specialist whose responsibilities include providing assistance with the implementation of several Watershed Management Programs in Los Angeles and Orange County, as well as conducting stormwater compliance inspections (e.g., La Habra, and South Gate). Specific examples of recent experience and project qualifications include:

- Assisting with the development, implementation, and compliance reporting components of Trash TMDLs for the Cities of Alhambra, Arcadia, Burbank, Downey, Glendale, Inglewood, Long Beach, Lomita, Lynwood, Monterey Park, Paramount, Pasadena, Pico Rivera, Rancho Palos Verdes, Signal Hill, South El Monte, South Gate, South Pasadena, Temple City, and West Hollywood.
- Assisting with the development of the Lower Los Angeles River Watershed Management Group Trash Monitoring Reporting Plan (TMRP), Trash Minimum Frequency of Assessment and Collection (MFAC/BMP) Programs for the Cities of Arcadia, Burbank, Downey, Glendale, Long Beach, Pasadena, and Pico Rivera, and Plastic Pellet Management Programs (PMRPs) for the Cities of Arcadia, Burbank, Glendale, Monterey Park, Pasadena, San Gabriel, South El Monte, South Pasadena, and Temple City.
- Assisting with Industrial General NPDES Stormwater Permit compliance activities and Stormwater Pollution Prevention Plans (SWPPPs) for municipal facilities located in the Cities of Laguna Beach, La Mirada, San Gabriel, Signal Hill, and West Covina.
- Conducting over 3,000 NPDES compliance inspections at industrial/commercial facilities (e.g., food facilities, automotive repair facilities, and facilities subject to the Industrial General Permit) and construction sites.
- Developing and maintaining GIS databases of 1) potential sites for low impact development (LID) retrofit projects to comply with various Watershed Management Programs, 2) catch basin retrofit locations to comply with Trash TMDLs and the statewide Trash Provisions, and 3) MS4 outfall and non-stormwater discharges locations to comply with Coordinated Integrated Monitoring Programs (CIMPs).
- Reviewing preliminary plumbing plans for new development and tenant improvement projects at Industrial Waste/FOG facilities in the cities of Arcadia, Signal Hill, South El Monte, South Gate, and Stanton.
- Assisting with the review of small site Low Impact Development (LID) plans for conformance with city-specific LID standards for the Cities of Signal Hill, South Gate, and West Hollywood.
- Developing retrofit opportunity inventories for multi-watershed/multi-jurisdictional grants.

**Glenn Cajar, CESSWI, QSP, QISP**  
*Senior Compliance Specialist*

**Education**

B.S., Earth and Environmental Science, UCI

**Certifications and Training**

CESSWI, EnviroCert (#4942)

QSP, CASQA (#26406)

QISP, CASQA (#01178)

Basic Inspector Academy, Cal EPA

Glenn Cajar has 10 years of experience with John L. Hunter & Associates, specializing in municipal surface water quality and conservation regulations. His experiences include work in 1) the Municipal NPDES Programs for Industrial/Commercial Facilities, Construction, Public Outreach, and Illicit Discharge Elimination, 2) spill prevention through the Industrial Waste and Fats, Oils, and Grease (FOG) Control Programs, and 3) conservation through statewide drought emergency regulations and the Clean Bay Restaurant (CBR) Program in the Santa Monica Bay.

**Recent Experience and Project Qualifications**

Glenn currently serves as an Environmental Compliance Specialist II. Specific examples of recent and relevant experience under this role include the following:

**NPDES**

- Conducting NPDES compliance inspections at industrial/commercial facilities (e.g., food facilities, automotive facilities, and facilities subject to the NPDES Industrial General Permit)
- Assisting facilities under the NPDES Industrial General Permit with permitting and compliance.
- Conducting NPDES compliance inspections at construction sites, including those under the NPDES Construction General Permit.
- Serving as a QSP under the Construction General Permit. (Long Beach)
- Assisting industrial businesses with SB 205 compliance.
- Training municipal staff in the illicit discharge component of the Municipal NPDES Permit. (Signal Hill)
- Training municipal staff in the Drinking Water Systems NPDES Permit. (Signal Hill)
- Preparing NPDES permit applications under the Drinking Water Systems NPDES Permit. (Several Cities)
- Assisting with the implementation of Trash TMDL field studies, including the DGR and MFAC studies.
- Developing educational materials for use by municipal staff, industrial/commercial businesses, and construction site operators.

**Industrial Waste and FOG**

- Conducting Industrial Waste and FOG inspections at industrial and commercial facilities. (Several cities)
- Assisting with implementation and processing of Industrial Waste/FOG program permitting. (Signal Hill)
- Assisting with implementation of Industrial Waste/FOG program fee recovery billing. (Signal Hill)
- Assisting with reviewing preliminary plumbing plans for new development and tenant improvement projects at Industrial Waste/FOG facilities. (Signal Hill).

**Conservation**

- Conducting water conservation inspections. (Seal Beach)
- Assisting in the program management of the Clean Bay Restaurant (CBR) Program and conducting CBR inspections at restaurants. The CBR Program incorporates solid waste recycling requirements, as well as NPDES and FOG requirements.

## 2. Scope of Work and Project Approach

We welcome the opportunity to provide municipal NPDES on-call consultant services to the City of Lomita, prepared in response to the Request for Proposal (RFP).

This section details the approach to complete the Scope of Work (SOW). The timeframe of this proposal is for a period of three (3) years. The services may be extended for two (2) one-year extensions, upon written agreement by the City and JLHA. This proposal is considered valid for a period of ninety (90) days from the date of submittal.

### 2.1. Understanding and Approach

Tables 4 to 6 list the services listed on page 9 of the RFP and include information that describes the scope of work and understanding for completing the scope of work.

**Table 4. Project Administration, Compliance Planning, and Reporting**

RFP Task	Description
1.1	<p>Consultant shall provide the City with regular NPDES program status updates and represent City Staff in meetings and correspondence with program stakeholders as requested.</p> <p>We understand that NPDES regulation is expansive, complex, and at times esoteric. We also understand that our clients prefer updates and reports that are clear, concise, and focused on action items and key points. In addition to written updates and reports, we can provide this service through in-person meetings, video conferences, phone calls, emails, and texting. We will represent the City: 1) at relevant area-wide NPDES meetings, 2) in interactions and negotiations with regulating agencies, non-governmental agencies, and the public, 3) in compliance audits, and 4) in responding to enforcement actions. Meeting summaries will be prepared for City review. Any action items required by the City as a result of the meetings will be conveyed via email or phone call.</p>
1.2	<p>Consultant shall provide technical assistance, expertise, and information to City staff.</p> <p>We will be available to the City and will also provide technical assistance as the NPDES program develops. Summary reports on proposed changes and modifications to the stormwater program will be prepared for City review and comment. Any action items required by the City as a result of program updates will be conveyed via email or phone call.</p>
1.3	<p>Consultant shall assess the status of the City’s NPDES program and assist and make recommendations for future development of the program, included but not limited to, preparing new program documents, assessing program compliance, and making recommendations for future actions.</p> <p>Programs assessed under program compliance include provisions related to Monitoring and Reporting, Minimum Control Measures, Watershed Management, and TMDLs. Our approach is to provide the assessment and recommendations in platforms preferred by City staff, to include written reports, presentations, trainings and meetings. Over the years we have modified many of our template NPDES program documents in order to make them more efficient and useful. We can modify our existing form for City use, or we can develop a new form at the request of the City.</p>
1.4	<p>Consultant shall assist with the development and implementation of the City’s Watershed Management Program (WMP).</p>



**Table 4. Project Administration, Compliance Planning, and Reporting**

RFP Task	Description
	<p>We provide this service to over 30 clients in LA County. We also understand the requirements for WMP implementation as we served as the lead consultant for the development of the WMPs for the LLAR, LSGR, Nearshore, and Peninsula Cities WMGs. We currently serve as the consultant team lead for the LLAR, LSGR, Nearshore, and Peninsula Cities WMGs.</p>
1.5	<p>Consultant shall assist with Total Maximum Daily Load (TMDL) compliance planning, implementation, and reporting, including the preparation of the City’s Trash TMDL Daily Generation Rate (DGR) Study.</p> <p>We provide this service to over 30 clients in LA County. Our procedures for the TMDLs may include assisting in identifying and funding infrastructure projects, assisting with requests for Time Schedule Orders (TSOs) and TMDL extensions, supporting scientific studies, and coordinating activities with local Permittees, the LA Water Board, and other stakeholders.</p> <p>We will conduct the field DGR Study, which includes collecting anthropogenic litter greater than ¼ inch along representative streets within the City over a 30-day period. The study routes will be based on the City’s last DGR Study. The field study will cover one month of street sweeping and require five collection events within distinct land use areas. We will weigh and sort trash at a secure City facility/location. We will prepare an estimate of the amount of anthropogenic litter greater than ¼ inch generated daily based upon litter collected and the City’s street sweeping/cleaning schedule. Note that in 2020-2021, the City demonstrated 99% compliance resulting in a reduction of the DGR Study to every five years. A Trash TMDL study will be required in 2025-2026.</p>
1.6	<p>Consultant shall assist the City with the preparation of NPDES and TMDL compliance reports as needed.</p> <p>As needed: We are available to assist with the preparation of NPDES and TMDL compliance reports. Our approach is to develop Annual Report information request forms and provide them to applicable City staff. We will review the completed forms with City staff and incorporate comments into a Draft Annual Report. Based on available data we will prepare responses to program status and assessment elements of the Draft Annual Report. We will also prepare the MS4 NPDES Permit’s Trash TMDL compliance reporting form. We will submit the Individual Annual Report and Trash TMDL Report prior to the final December 15th deadline. Meeting the deadline is dependent upon receiving timely responses from the City. Although we will endeavor to prepare Annual Reports that comply with the requirements of the LA Water Board, their assessment of the Reports in terms of MS4 NPDES Permit compliance depends on the information provided by the City.</p> <p>Note that the 2021 MS4 Permit requires semi-annual reporting due June 15th and December 15th. We will assist in incorporating volumetric management results into WRAMPS2.org and interpreting monitoring results reported by the watershed group consultant teams. We will submit the semi-annual WMP Progress Reports with sufficient time for review by the WMG prior to the submission deadlines.</p>
1.7	<p>Consultant shall assist and QA/QC the City as needed to ensure all applicable projects meet Municipal NPDES requirements.</p> <p>Project team members are supervised by the Project Manager. Supervision and service quality is ensured through a QA/QC budget assigned to the program. This budget is for time spent by</p>

**Table 4. Project Administration, Compliance Planning, and Reporting**

RFP Task	Description
	supervising key personnel to regularly review the Project Team’s work product. This time is also used to track and control the budget, and to ensure control of the schedule of services provided.
1.8	<p>Consultant shall assist with other Municipal NPDES services not listed within this scope of work as directed by the City.</p> <p>As-needed: We understand tasks may include assistance with municipal NPDES activities beyond the MS4 Permit, such as the IGP, CGP, or drinking water system releases NPDES Permits.</p>
1.9	<p>Consultant shall provide records and documentation of all work, inspections, databases performed on behalf of the City.</p> <p>We will store and provide records of all programs provided under the scope of work on an electronic database accessible to the City online. We will also update and maintain a website of key program records to facilitate easy access by City staff for annual reporting and program audits.</p>
1.10	<p>Consultant shall schedule and participate in progress meetings with the City to review work and upcoming program needs.</p> <p>Our approach is to provide this service following the approach described for Task 1.1</p>

**Table 5. Program Funding Assistance**

RFP Task	Description
2.1	<p>The consultant shall prepare the City’s Safe Clean Water Program (SCWP) Annual Plan and Annual Report.</p> <p>Our approach is to request Annual Plan and Annual Expenditure Report information from City staff. We will review the responses with City staff and incorporate comments into a Draft Annual Plan and Draft Annual Expenditure Report. We will update the SCWP Reporting Module database and based on available data we will prepare responses to program status and assessment elements of the Draft Annual Plan and Annual Expenditure Report. We will submit the Annual Plan and Annual Expenditure Report prior to the final deadline due April 1st and December 31st, respectively.</p>
2.2	<p>Consultant shall assist in the preparation of funding applications and necessary correspondence with funding agency as determined by the City.</p> <p>We regularly assist cities and watershed groups with stormwater funding, including identifying projects and assisting with applications for SCWP, Prop 1, Prop 68, Prop 84, and OCTA M2. Our approach is to attend applicable grant and other funding meetings and workshops, and inform the City of funding opportunities related to NPDES. We will prepare draft documents with sufficient time for city review and comment prior to final submittal. Final submittal will meet the applicable grant submittal deadlines. We are available to assist in administering grant agreements, including compliance with grant requirements, preparation, and submission of supporting grant documents and coordination.</p>
2.3	<p>Consultant shall assist in the development and administration of fees, budgets, and cost share agreements.</p> <p>Our approach to developing and administering fees, budgets, and cost share agreements is to review the existing NPDES fee structure, recommend updates for review by the City, and assist in the development and administration of fees. The City also participates in a cost-share</p>

**Table 5. Program Funding Assistance**

RFP Task	Description
	agreement for select MS4 NPDES Permit implementation services with the Dominguez Channel WMG. We can assist in reviewing cost-share agreements.
2.4	The Consultant shall provide regular updates on SCWP and NPDES funding programs and shall represent the City as needed in meetings and prepare required correspondence. Our approach is to provide this service following the approach described for Task 2.2

**Table 6. Control Programs**

RFP Task	Description
3.1	Capital Improvement Projects and Programs
3.1.1	Assist the City implementing NPDES Capital Improvement Projects and Programs. Most activities in this program are typically conducted by in-house city staff, or other city contractors, such as street sweeping, catch basin cleaning, and pesticide and fertilizer application. We are available to ensure these activities are up-to-date and continue to remain in compliance with the MS4 Permit.
3.2	Planning and Land Development
3.2.1	Consultant shall be responsible for maintaining, tracking, and updating Low Impact Development (LID) and related documents with program information. Our approach is to provide this service following the approach described for Task 1.9. We will update LID BMP records upon receiving and availability of records and plans from the City.
3.2.2	Review LID Plans and related documents as requested. We are available to review LID plans and related documents. Our approach is to verify conformance with MS4 Permit Part VIII.F and the municipality’s NPDES Permit criteria. This includes providing correction sheets to indicate corrections required to achieve conformance, meeting and corresponding with project applicants and engineers, and approving plans. Standard turn-around time for review is two weeks.
3.2.3	As requested, conduct inspections to verify Best Management Practices (BMP) installations, Operation and Maintenance (O&M), and issue enforcement as needed by the City. We are available to conduct post-construction BMP verification and maintenance inspections. BMP verification and maintenance inspections will include verifying the proper construction and installation of BMPs, and proper operation and maintenance of BMPs, respectively. We will be available to conduct inspections upon receiving notice from the city to inspect and availability of records and plans. Follow-up activities will be conducted at non-compliant projects. This includes activities related to the detection of BMPs that are improperly constructed, installed, or maintained. This will also include follow-up inspections, corresponding with the LID BMP owner/operator, and issuing enforcement actions. Existing LID sites will also be notified of maintenance requirements via notification letters and correspondence with owners and operators of LID BMPs as-needed. We will update LID BMP records upon receiving and availability of records and plans from the City.
3.3	Construction

**Table 6. Control Programs**

RFP Task	Description
3.3.1	Consultant shall update and track available program inventory records for sites greater than or equal to one acre.
	Our approach is to provide this service following the approach described for Task 1.9. We will update construction inventory records upon receiving and availability of records from the City. We can also track enrollment on the State Water Resource Control Board’s SMARTS website.
3.3.2	Conduct BMP inspections at sites greater than or equal to one acre, including follow-up inspections and issue enforcement.
	Our approach is to inspect sites for proper BMP implementation. Inspections follow the standard operating procedures listed in the MS4 Permit, which includes: 1) determining the construction site’s impact on stormwater quality through proper BMP implementation and illicit discharge elimination, 2) determining the need for corrective actions and setting up a follow-up inspection date within 4 weeks, and 3) completing an inspection form. Staff will correspond with site operators and schedule inspections as-needed, discuss corrective actions required, and provide program education as needed. For egregious or repeated cases of noncompliance, enforcement notices will be prepared following the city ordinances and NPDES Permit’s progressive enforcement requirements. If noncompliance persists, we will work with City enforcement staff to resolve the issue
3.4	Industrial / Commercial Facilities
3.4.1	Consultant shall be responsible for maintaining, tracking, and updating facility records using available data sources.
	Our approach is to provide this service following the approach described for Task 1.9. We will update industrial/commercial facility inventory records upon receiving and availability of records, such as a business license list, from the City.
3.4.2	Consultant shall distribute, develop and purchase educational material as deemed necessary by the City.
	We can provide CASQA BMP fact sheets and/or our own BMP handouts that we have developed for certain critical source business sectors.
3.4.3	Consultant shall schedule and conduct BMP inspections, follow-up inspections and issue enforcement as needed.
	We will conduct MS4 NPDES compliance inspections at industrial and commercial facilities identified by the City. We will inspect facilities for proper BMP implementation. Inspections standard operating procedures includes 1) inspecting facility layout to locate the stormwater drainage path, storage areas, process areas, and heavy equipment wash and maintenance areas, as applicable, 2) determining the facility’s impact on stormwater quality through proper BMP implementation and illicit discharge elimination, 3) verifying industrial classification, and 4) determining the need for corrective actions and setting up follow-up dates. For egregious or repeated cases of noncompliance, we will assist in preparing enforcement notices. If noncompliance persists, we can work with City enforcement staff to resolve the issue.
3.5	Public Agency Activities and Training
3.5.1	Track and update records for inventoried City facilities with the available information.
	Our approach is to provide this service following the approach described for Task 1.9. We will update city facility inventory records upon receiving and availability of records from the City.

**Table 6. Control Programs**

RFP Task	Description
3.5.2	<p>Conduct BMP inspections as needed at City Facilities and assist and make recommendations for BMP.</p> <p>As-needed: We are available to conduct MS4 NPDES compliance inspections at city facilities identified by the City. Our approach is to inspect facilities for proper BMP implementation and make recommendations. Inspections standard operating procedures includes 1) inspecting facility layout to locate the stormwater drainage path, storage areas, process areas, and heavy equipment wash and maintenance areas, as applicable, 2) determining the facility’s impact on stormwater quality through proper BMP implementation and illicit discharge elimination, 3) verifying industrial classification, and 4) determining the need for corrective actions and setting up follow-up dates. Staff will correspond with city site operators and schedule inspections as-needed, discuss corrective actions required, provide results of the report, and provide program education as needed.</p>
3.5.3	<p>Develop and provide Municipal NPDES training for City staff as applicable.</p> <p>Our training approach is to: 1) Conduct the training at times suitable to City staff. 2) Provide knowledgeable personnel with training. 3) Extract essential elements of the following compliance programs. 4) Place emphasis on the internal staff process and individual job responsibilities. 5) Hold Q&amp;A with City staff. 6) Provide slide presentations, key program forms, templates, and documentation. The deliverables under this scope of services will include access to an online training portal that will permanently store all presentations and related training documentation. We can provide additional in-depth staff training (beyond the one-hour standard training scope) on any component of the MS4 NPDES program.</p>
3.6	Illicit Discharge
3.6.1	<p>Conduct field investigations for illicit discharges, conduct field investigations and follow-ups as necessary, and issue enforcement as needed.</p> <p>As-needed: Complaints received or violations observed will be investigated within the timeframes provided in the MS4 Permit. Within normal working hours, inspection staff will be available to respond to complaints within two hours. Our approach is to conduct field investigations, correspond with responsible parties and complainants, discuss corrective actions required, provide program education as-needed, and prepare reports. Enforcement actions will be undertaken following procedures provided in the MS4 Permit. We will conduct follow-up investigations to verify elimination of illicit discharges. For egregious or repeated cases of noncompliance, enforcement notices will be prepared following city ordinances and the MS4 Permit requirements. Notices will be sent out only after City approval. If noncompliance persists, we will work with City enforcement staff to resolve the issue.</p>
3.7	Public Information and Participation
3.7.1	<p>Maintain, track, and update records for public reach activities.</p> <p>Our approach is to provide this service following the approach described for Task 1.5. We will update public outreach activity records upon receiving and availability of records.</p>
3.7.2	<p>Assist with community events to promote pollution prevention.</p> <p>We are available to look for opportunities to participate and promote at city community events. We can attend the chosen event(s) and educate the public in stormwater pollution through discussion, demonstrations, and material distribution.</p>

**Table 6. Control Programs**

RFP Task	Description
3.7.3	<p>Provide and distribute education materials as directed by the City.</p> <p>We provide educational material services to over 25 clients in LA County. Through this work we prepared multi-lingual press releases, materials, and content that address the pollution prevention topics listed in the MS4 Permit.</p> <p>We can also provide and distribute educational materials to commercial points of purchase (POP). POP locations include automotive, home improvement, gardening, and pet/feed stores locations. We can visit select stores and provide brochures specific to these industries to be displayed for distribution. The program would be implemented once per reporting year.</p>
3.7.4	<p>Update and develop educational materials and content as directed but the City.</p> <p>We have developed and can develop materials in multiple languages, including Spanish and Chinese. We can also provide updates to the City’s website, addressing new topics as needed such as 2021 MS4 Permit requirements and SCWP reporting and public participation. Additional types of materials and content provided upon request include but are not limited to brochures, posters, articles, social media posts, websites, children’s booklets, and labeled tote bags and doggy bag dispensers. We can modify our existing materials for City distribution, or we can develop new materials at the request of the City.</p>

**2.2. Firm’s Quality/Control (Q/C) and Quality/Assurance (Q/A), and Document Control**

First and foremost, our approach to the management and implementation of our NPDES services is to ensure that we are providing responsive, high-quality services that are tailored to the needs and interests of our clients. From there, our focus is 1) determining what is needed to ensure our clients’ continued NPDES compliance, and then 2) assisting our clients in implementing cost-effective solutions to meet or exceed compliance expectations.

The Project Manager and senior staff meet weekly with project team members to discuss project budgets, services provided, and the quality of work. These meetings serve to both assure continued quality and resolve any issues that may affect the quality of work. We have also developed applications to streamline and improve the QA/QC process, which optimizes quality of work while minimizing the QA/QC expense.

We have an extensive training program for our personnel. All new personnel are trained generally in our company’s approach (as noted above) as well as specifically in the proper implementation of the NPDES services they will provide. Training is conducted by managers and senior staff and continues on a regular basis for years. It includes both hands-on training in the field and as well as in the office. Managers and senior staff also meet with personnel on a weekly basis to continue their education and to review work conducted in the prior week. We also encourage our staff to seek state-recognized NPDES certifications, such as the CPSWQ, CESSWI, QSD, QSP, and QISP, and to continue their professional education. You will note that each of the project team members in Table 2 holds one or more of these certificates.

All service-related documents are stored on either Google Drive or Google Cloud through the use of Google’s AppSheet. These document control systems allow our staff and clients permission to view, edit, and delete documents with exact traceability.

### 2.3. Project Schedule

Table 7 lists our service deliverables and the schedule of delivery for various/typical recurring activities.

**Table 7. Service Deliverable Schedule**

Deliverable by RFP task	Delivery date and/or frequency
<b>1 Program Administration, Compliance Planning and Reporting</b>	
MS4 NPDES Annual Reports	Semi-annual drafts by 6/1 and 11/15, and finals submitted by 6/15 and 12/15.
Trash TMDL DGR Study and Report	Study completed by 9/22, draft report by 11/15, and final report submitted by 12/15.
<b>2 Program Funding Assistance</b>	
SCWP Annual Plan	Draft by 3/15 and final submitted by 4/1
SCWP Annual Report	Draft by 12/15 and final submitted by 12/31
<b>3 Control Program</b>	
<b>3.2 Planning and Land Development</b>	
Review LID Plans with comments	≤ 2 weeks from receiving LIDs Plans
<b>3.3 Construction (For sites that disturb ≥ 1 acre)</b>	
Inspections	Varies per site from monthly to twice a year
<b>3.4 Industrial/Commercial Facilities</b>	
Updated facility inventory	Updated at least once every 2 years
Inspections	Facilities are inspected once every 2 years
<b>3.5 Public Agency Activities and Training</b>	
Facility inventory	Updated once during year 1 of services
Training presentations (in person, virtual, or self-guided)	Annually
<b>3.6 Illicit Discharge Investigations</b>	
Investigations	Same day if urgent, ≤ 3 days if not urgent
<b>3.7 Public Information and Participation</b>	
Event attendance and/or providing materials	Date set by City and JLHA at time of request
Material distribution.	Date set by City and JLHA at time of request

### 3. Rate Schedule

---

Principal	\$220 / hour
Director	\$195 / hour
Program Manager	\$195 / hour
Staff Engineer	\$195 / hour
Project Manager	\$185 / hour
Assistant Project Manager	\$165 / hour
Project Engineer	\$165 / hour
Senior Compliance Specialist	\$145 / hour
Compliance Specialist II	\$135 / hour
Project Analyst II	\$135 / hour
Compliance Specialist I	\$125 / hour
Project Analyst I	\$125 / hour
Administrative Assistant, Laborer	\$85 / hour
State Certified Laboratory Analysis	Cost + 5%
Legal Consultation, Court Appearances/Document review, etc.	\$290 / hour
Subcontracted equipment	Cost + 5%

Fee Schedule effective as of April 25, 2023

This rate schedule is subject to consumer price index (CPI) increases in subsequent years.

JLHA does not add charges for overhead items such as administrative copying or mileage in and around the city.



#### 4. Completed Form

---

The following section includes the completed form:

- Acknowledgement of Addendum No. 1

# ACKNOWLEDGEMENT OF ADDENDUM

## MUNICIPAL NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) ON-CALL CONSULTANT

Complete and sign this acknowledgement form. Enclose the original copy of the acknowledgement in your proposal. Failure to do so may result in disqualification of your firm's proposal.

The undersigned acknowledges receipt of **Addendum No. 1** dated November 7, 2023



ATTEST:

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Principal:

John L. Hunter

---

Address:

6131 Orangethorpe Ave, Suite 300, Buena Park, CA 90620

---

By:

John L. Hunter

---

Title:

Principal

---

Legal Company Name:

John L. Hunter & Associates, Inc.

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# CITY OF LOMITA CITY COUNCIL REPORT

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

**FROM:** Joe Hoefgen, Interim City Manager

**PREPARED BY:** Janpier Adamzadeh, Management Assistant

**MEETING DATE:** February 6, 2024

**SUBJECT:** ARPA Façade Improvement Program Application for Ageless Geeks

---

## **RECOMMENDATION**

1) Approve one (1) application under the City’s ARPA Business Assistance Programs; 2) Authorize the Interim City Manager to make minor amendments as may be necessary with approval of the City Attorney; and 3) Authorize the Interim City Manager to execute agreements with approved applicants for funding.

## **SUMMARY**

On September 6, 2022, the City Council approved amendments to the City’s Business Assistance Programs that provide relief related to fiscal impacts incurred by small businesses due to the COVID-19 pandemic and assist local businesses in the recovery process. The City Council approved and allocated ARPA funds to the following programs:

<b>Program</b>	<b>Original Allocation</b>	<b>Revised Budget</b>	<b>Remaining Funding (Pending Application Approval)</b>
Job Creation & Business Incentive	\$500,000	\$50,000	\$40,000
Façade Improvement	\$250,000	\$200,000	\$50,000
Workforce Development	\$100,000	\$100,000	\$0
<b>Total</b>	<b>\$850,000</b>	<b>\$350,000</b>	<b>\$75,000</b>

The Façade Improvement program awards up to \$25,000 for the renovations and upgrades to a business’ façade. Staff recommends approving the Façade Improvement application for Ageless Geeks, which has been deemed to be eligible and complete. Ageless Geeks was founded in 2015 and provides a place for collectors to unite in Lomita’s downtown district. Ageless Geeks is a unique collectors store that sells collectibles such as toys, action figures, and trading cards. Ageless Geeks experienced hardships during the COVID-19 pandemic such as temporary store closure and reduced sales.

The proposed improvements to the exterior will provide the opportunity to elevate the visual appeal and enhance the Downtown area.

Staff guided the applicant through the application process in compliance with the City's approved codes, guidelines, and procedures related to the Façade Improvement program. The business is prepared to sign the agreement for funding under the program. Upon approval and authorization from the Council, City staff will work with the applicant to execute the agreements allowing the project to proceed.

**OPTIONS:**

1. Approve the application and authorize the Interim City Manager to execute the agreement.
2. Do not authorize the Interim City Manager to execute the agreement.

**FISCAL IMPACT**

The funds received from the American Rescue Plan will be utilized to complete these approved programs.

**ATTACHMENTS:**

1. Ageless Geeks Façade Application

Reviewed by:

*Gary Sugano*

\_\_\_\_\_  
Gary Y. Sugano  
Assistant City Manager

Approved by:

*Joe Hoefgen*

\_\_\_\_\_  
Joe Hoefgen  
Interim City Manager

Prepared by:

*Janpier Adamzadeh*

\_\_\_\_\_  
Janpier Adamzadeh  
Management Assistant



**Facade Improvement Program Application Packet  
CITY OF LOMITA**

LOCATION of FAÇADE IMPROVEMENT			
Address 24017 Narbonne Ave Unit B Lomita, Ca 90717	Assessor's Parcel No.		
+			
APPLICANT'S INFORMATION			
Applicant's Name Alexander Blas	<i>Applicant's name must be the same as the Borrower(s) name(s) and must be consistent throughout the loan package and exactly as filed on the Fictitious Trade Style or as filed on the Articles of Incorporation.</i>		
Individual's Name, if different	Mobile Phone No. [REDACTED]		
Street Address [REDACTED]	City, State Lomita, CA	Zip 90717	
Borrower's Mailing Address	City, State	Zip	
Tax ID Number or SSN 613011444	UEI No: Z1TFMZKV5986		
Email Address ACCT.AGELESSCARDS@GMAIL.COM			
How did you learn about this program? LAURA MCMORRAN			
(CHECK ALL THAT APPLY)			
Property Owner	Partnership	Sole Business Owner	Business Partner
Corporation	<input checked="" type="checkbox"/> LLC	<input checked="" type="checkbox"/> Sole Property Owner	Subchapter "S" Corp.

COMPANY OWNERSHIP (list below all owners, principals, and officers)		
Name	Title	% of ownership
ALEXANDER BLAS	OWNER/MEMBER	100

# Facade Improvement Program Application Packet

## CITY OF LOMITA



MISCELLANEOUS	
If answered "yes", provide detail. Attach separate sheet if necessary	
Has your business ever filed bankruptcy or defaulted on any debts?	Yes <b>No</b>
Is the business a part to any claim or lawsuit?	Yes <b>No</b>
Does the Business owe any taxes for years prior to the current year?	Yes <b>No</b>
Did the business previously receive the City's Job Create & Business Incentive Program or the CDBG grant administered by LA County in 2022?	Yes <b>No</b>
If required by the Loan Review Committee, what will be used collateral to secure the forgivable loan award? INVENTORY, VEHICLE, EQUIPMENT	

AFFILIATES		
(List below all business concerns in which the applicant company or any of the individuals listed in the ownership section above have any ownership. Attach current financial statements.)		
Company name	Owner (applicant company or individuals)	% of ownership
		Si

PROPERTY OWNER INFORMATION	
Property Owner's Name (as it appears on deed): ANDREWS & ANDREWS TRUST	Email [REDACTED]
Address [REDACTED]	Mobile Phone No. [REDACTED]
Is the property/unit leased? <b>Y</b> or N	Years Remaining on the lease? <u>3</u>
Monthly Rent <u>\$3050</u>	Is there an option for renewal? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Note: Property owner approval is required for all program-related designs, and construction activities, and materials.	

# Facade Improvement Program Application Packet

## CITY OF LOMITA


**PROPOSED EXTERIOR IMPROVEMENTS**

Check all that apply

<input type="checkbox"/> Awnings	<input checked="" type="checkbox"/> Doors	<input type="checkbox"/> Tuckpointing	<input checked="" type="checkbox"/> Lighting	<input type="checkbox"/> Paint	<input checked="" type="checkbox"/> Signs
<input type="checkbox"/> Tile or other decorative material	<input checked="" type="checkbox"/> Windows	<input type="checkbox"/> Historic restoration	<input type="checkbox"/> Mural <small>(requires Planning Comm. approval)</small>	Other:	

Project Description (if more space is needed, please include a separate attachment):  
 REPLACING WINDOWS AND DISPLAYS ON WINDOWS THAT ARE IN VIOLATION OF CITY CODE. ADDING LIGHTS TO EXISTING SIGNAGE. REPLACING SIGNAGE

My signature on this application certifies the statements and information submitted are true and complete. I authorize the City of Lomita to verify or check any of the information given, including credit references and employment and to obtain credit reports (including my spouse's if I live in a community property state). I authorize the City of Lomita to provide credit information about me and my account to others.

I understand that in administering the federally-funded ARPA Loan Program, the City of Lomita has the authority, based on reasonable grounds, to request additional information/documentation that is relevant to my/our eligibility to receive funding.

I also agree to reimburse the City for its expenses incurred in connection with any credit commitment. These expenses include without limitation the City of Lomita's appraisal, environmental services and legal costs and are payable even though the extension of credit may not be consummated.

**Note: If borrower is different from the property owner both parties must sign.**

Westridge commercial, Inc. (manager) on behalf of  
 Property Owner Signature  
George Andrews and James Andrews trust (owner)  
Jessica Vukson Date 11/5/24  
 Print Name Jessica Vukson, property manager

Alexander Blas Social Security Number/Tax ID [REDACTED]  
 Borrower Signature  
 ALEXANDER BLAS. 11/01/2023

Print Name \_\_\_\_\_ Date \_\_\_\_\_

# Facade Improvement Program Application Packet

## CITY OF LOMITA



**Fair Credit Notice:**

The Federal Equal Opportunity Act prohibits creditors from discriminating against applications on the basis of race, color, religion, national origin, sex, marital, age (provided the applicant has the capacity to enter into a binding contract); because all or part of the applicant's income derives from any public assistance program; or because the applicant has in good faith exercised any right under the Consumer Credit Protection Act.

<i><b>FOR STAFF USE ONLY</b></i>	
Received Date/Time:	Is the Application Signed?
	Is the Application Complete?
By:	Are the Attachments Included?
	Are Copies of Requested Documents Included?
Applicant's City Business License # (not required for a property owner applicant if the property contains less than four units)	
Notes	



# Facade Improvement Program Application Packet

## CITY OF LOMITA



### APPLICATION ATTACHMENTS

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1. Compliance with National Objective ✓
2. Unique Entity Identifier (UEI) ✓
3. Cost Table Worksheet ✓
4. Project Financing ✓
5. Business Financial Statement Form ✓
6. Business Data History ✓
7. Year-to-Year Projection ✓
8. Personal Financial Statement (for Each Owner) ✓
9. Personal Resume (for Each Owner/Manager) ✓
10. Property Owner's Authorization, Rent Cap, and Acknowledgement ✓

# Facade Improvement Program Application Packet

## CITY OF LOMITA



### 1. COMPLIANCE WITH NATIONAL OBJECTIVE

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1. How will the funds be used to improve the neighborhood?

1. UPDATE WINDOWS THAT ARE IN VIOLATION OF CITY CODE

2.ADD LIGHTS TO SIGNAGE AND REPLACE NEEDED SIGNAGE CHANGES

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2. Have any costs been incurred prior to such approval?  Yes  No

If yes, please describe:

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# Facade Improvement Program Application Packet

## CITY OF LOMITA



### 2. UNIQUE ENTITY IDENTIFIER (UEI)

On April 4, 2022, the federal government will stop using the DUNS number to uniquely identify entities. At that point, entities doing business with the federal government will use a Unique Entity Identifier (UEI) created in SAM.gov. Businesses will no longer have to go to a third-party website to obtain their identifier. This transition allows the government to streamline the entity identification and validation process, making it easier and less burdensome for entities to do business with the federal government.

Visit <https://sam.gov/content/home> to apply for the Unique Entity Identifier (UEI)

Business Name: AGELESS CARDS LLC

UEI Number: Z1TFMZKV5986

Is business new or existing? EXISTING

If the business is existing, is it relocating? NO

# Facade Improvement Program Application Packet

## CITY OF LOMITA



### 3. COST TABLE WORKSHEET

The Façade Rebate Improvement Program is designed to loan applicants for architectural services, materials, and labor costs up to \$25,000. Complete the necessary tables below to provide an accurate estimate of material cost versus labor cost for your project. **Most labor services are subject to the State of California’s prevailing wage requirements.** For more information <https://www.dir.ca.gov/public-works/prevailing-wage.html> Attach additional sheets if necessary

<b>EXAMPLE</b>	
<b>Improvement</b>	New Windows
Material Cost	\$7,500.00
Labor Cost	\$5,000.00
Total Cost	\$12,500.00

<b>Improvement</b>	SHADES
Material Cost	\$5658
Labor Cost	\$1550
Total Cost	\$7208

<b>Improvement</b>	WINDOWS
Material Cost	\$2591
Labor Cost	\$1500
Total Cost	\$4091

<b>Improvement</b>	SIGNAGE
Material Cost	\$2000
Labor Cost	\$500
Total Cost	\$2500

<b>Government Fees</b>	
Building Permits Est.	\$
Planning Fees <sup>1</sup>	\$
Total Cost	\$

<b>Plans/Design Fee</b>	\$DECAL LICENSING
Total Cost	\$1000

	SUM OF ALL PROJECT COSTS
<b>Total Project Cost</b>	\$14799

<sup>1</sup>Cost varies depending on project. Please email [l.macmorran@lomitacity.com](mailto:l.macmorran@lomitacity.com) for the cost.

# Facade Improvement Program Application Packet

## CITY OF LOMITA



### 4a. PROJECT FINANCING IDENTIFICATION AND USE OF LOAN PROCEEDS

Project cost \$ 14799

Please provide documentation of the application and award of funding reported below.

Project Financing	Amount	Percent Project Costs	Annual Debt Service	Maturity/Term	Interest Rate
1. ARPA share of project cost			None if the requirements are met	2 years	None if the requirements are met
2. Private Sector Financial institution					
Other (Identify) If you are an existing business, input any existing loan information here. Attach additional sheets if necessary.					
Total Private Sector Financing*					
3. Equity Injection					
4. TOTAL PROJECT FINANCING					

\* Include with application packet proof of project funds and 3 months bank statements, if in excess of award.

# Facade Improvement Program Application Packet

## CITY OF LOMITA



### 4b. IDENTIFY ALL ENTITIES PARTICIPATING WITH THE FINANCING OF THE PROJECT (OTHER THAN THE AWARD OFFERED BY THE CITY OF LOMITA)

#### A. Financial Institution (s)

Name: ALEXANDER BLAS \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

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

Telephone: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

#### B. Other Local, State or Federal Funding Sources:

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

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

Telephone: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

#### C. Sources of Equity/Investment Capital

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

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

Telephone: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

**Facade Improvement Program Application Packet**  
**CITY OF LOMITA**



**5. BUSINESS FINANCIAL STATEMENT FORM**

<b>Financial Statement of</b> AGELESS CARDS LLC			
LEGAL NAME OF BUSINESS 24017 NARBONNE AVE UNIT B LOMITA CA 90717			
ADDRESS	CITY	STATE	ZIP
TAX TO NUMBER	TYPE OF BUSINESS LLC- HOBBY STORE		
TELEPHONE [REDACTED]	DATE SUBMITTED 11/01/2023		

Balance Sheet as of   20    
 Month Year

ASSETS		LIABILITIES	
Cash	\$ 8137	Accounts Payable	\$
Marketable Securities		Notes Payable	
Accounts Receivable		Current Portion Long Term Debt	
Inventory	20000	Accruals	
Prepaid Expenses		Taxes Payable	
Other Current Assets		Other Current Liabilities	
Total Current Assets		Total Current Liabilities	
Land and Building		Long Term Debt	
Machinery and Equipment	5000	Other Liabilities	
Leasehold Improvements		Total Liabilities	
Other Fixed Assets		Capital Stock	
Less Accumulated Depreciation		Paid in Capital	
Net Fixed Assets		Retained Earnings	
Other Assets		Total Equity	
<b>TOTAL ASSETS</b>	<b>33137</b>		

Income Statement for the Period from 11/2022 to 11/2023  
 Attach                      Month/Yr                      Month/Yr

# Facade Improvement Program Application Packet

## CITY OF LOMITA



### 6. BUSINESS DATA AND HISTORY

(Use separate attachments to answer questions if necessary)

Company Name Ageless Cards LLC

Nature of business Hobby Collectible Toys and Trading Cards

Types of products/services

Yugioh, Pokemon, Magic, Lorcana. Digimon Trading Cards sales and tournament hosting  
Anime and hobby collectibles

Customer profile

Our Client base are everyday customers

Major Supplies

Bandai  
Namco  
Pokemon, Disney

Geographical Sales Area

South Bay, Ca

Future plans growth/expansion

I hope to be able to have the shop become a must see business in the Southbay, we will

How will this forgivable loan benefit your business?

It will help to make our business look more exterior appealing and to bring in customers.



**Facade Improvement Program Application Packet**  
**CITY OF LOMITA**



**7.YEAR-TO-YEAR PROJECTIONS**

Company Name: Ageless Cards

For the Years of 2021 To 2023	Current Applicable to Existing Businesses	1 <sup>st</sup> Year	2 <sup>nd</sup> Year	TOTALS
Gross Sales or	12800	149,388	310,521	
ARPA Loan Amount	N/A	N/A	N/A	
Less Cost of Goods	82600	94580	217700	
Gross Profit				
Expenses				
Advertising				
Rent or Mortgage Payment	26708	13176	27456	
Utilities	2640	1800	2398	
Insurance	3000	3600	3600	
Taxes & Licenses				
Accounting & Legal				
Travel & Auto				
Repairs &			10000	
Salaries Paid to				
Salaries Paid to				
Supplies				
Interest Expense				
Depreciation				
Other				
Other				
Other				
Total Expenses				
Net Profit (Sub Total)				
Less Debt Service				
Less Owner				
Net Profit	6052	36232	49367	

# Facade Improvement Program Application Packet

## CITY OF LOMITA



### 8. PERSONAL FINANCIAL STATEMENT FOR EACH OWNER

Complete this form for: (1) each proprietor, or (2) each limited partner who owns 20% or more interest and each general partner, or (3) each stockholder owning 20% or more of voting stock and each corporate officer and director, or (4) any other person or entity providing a guaranty on the loan. Information should be not later than March 1, 2022.

Name **ALEXANDER BLAS** Business Phone **4243058525**  
 Residence Address [REDACTED] Residence Phone [REDACTED]  
 City, State, & Zip Code **LOMITA CA 90717**

Business Name of Applicant/Borrower

ASSETS		MONTHLY LIABILITIES	
Cash on Hand and in Bank	\$ <u>5000</u>	Accounts Payable	\$ _____
Savings Accounts	\$ <u>10000</u>	Notes Payable to Banks and Others	\$ _____
IRA or Other Retirement Account	\$ _____	(Describe in Section 2)	
Accounts and Notes Receivable	\$ _____	Installment Account (Auto)	\$ _____
Life Insurance-Cash Surrender Value Only	\$ _____	Installment Account (Other)	\$ _____
Stocks and Bonds	\$ _____	(List on separate sheet)	
Real Estate	\$ _____	Loan on Life Insurance	\$ _____
Other Personal Property and Assets	\$ _____	Mo. Rent or Mortgages on Real Estate	\$ <u>4950</u>
Please describe on a separate sheet of paper		(List properties on separate sheet)	
		Unpaid Taxes	\$ _____
		(Attach sheet)	
Total	\$ <u>15000</u>	Other Liabilities	\$ _____
		(Attach sheet)	
		Total Liabilities	\$ _____
		Net Worth	\$ _____
		Total	\$ <u>4950</u>

SECTION 1. Source of Income -Monthly	Contingent Liabilities Monthly		
Salary	\$ <u>11000</u>	As Endorser or Co-Maker	\$ _____
Net Investment Income	\$ _____	Legal Claims & Judgments	\$ _____
Real Estate Income	\$ _____	Provision for Federal Income Tax	\$ _____
Other Income (Describe below)*	\$ _____	Other Special Debt	\$ _____

DESCRIPTION OF OTHER INCOME IN SECTION 1

[REDACTED]

\*Alimony or child support payments need not be disclosed in "Other Income" unless it is desired to have such payments counted toward total income.

#### SECTION 2. Notes Payable to Bank and Others (Use attachments if necessary. Each attachment must be labeled as part of this statement and signed

Name and Address of Note holder(s)	Original Balance	Current Balance	Payment Amount	Frequency (Monthly, etc.)	How Secured or Endorsed Type of Collateral
CAPITAL ONE	3000	3100	1500	MONTHLY	UNSECURED

**Facade Improvement Program Application Packet**  
**CITY OF LOMITA**



**9. PERSONAL RESUME FOR EACH OWNER/MANAGER**

Name: ALEXANDER BLAS

**PERSONAL DATA:**

Residence: [REDACTED]	Telephone: [REDACTED]
City: LOMITA	State: CA
	Zip Code: 90717

**7-YEAR EMPLOYMENT HISTORY: (List Current or Last Employment First)**

Company: AGELESS GEEKS	Address: 24017 NARBONNE UNIT B	
Start: 2016	End: CURRENT	City/State: LOMITA CA
Position & Description of Duties: OWNER OF THE BUSINESS		
Company:		Address:
Start:	End:	City/State:
Position & Description of Duties:		
Company:		Address:
Start:	End:	City/State:
Position & Description of Duties:		

**OTHER PERTINENT INFORMATION:**

Please attach

# Facade Improvement Program Application Packet

## CITY OF LOMITA



### 10. PROPERTY OWNER'S AUTHORIZATION, RENT CAP AND ACKNOWLEDGMENT

I, ALEXANDER BLAS understand that a leaseholder of my property, located at 24017 NARBONNE AVE UNIT B is applying for a Façade Improvement Program Loan through the City of Lomita.

I understand and agree that the City of Lomita assumes no responsibility or liability to me or any other party for any action or failure of the applicant/participant, of any contractor or other third party, and that the City will in no way guarantee any work to be done or material to be supplied.

I assure the City that the leaseholder(s) may continue to rent and occupy my property for at least 24 months after the date of application for this program, or through project completion, whichever is greater, assuming all rents are paid and all other terms of the Applicants Lease Agreement with me are met. I am aware of and understand that my leasehold will be a requirement to stay in business at the location for a fixed period of time according to the Guidelines.

I also assure the City that the leaseholder's year-over-year rent shall not increase more than the Consumer Price Index average annual rate for a period of two years.

I have received and reviewed the application submitted by my tenant. I agree to permit the proposed improvements to my property. I understand that I am not financially responsible to complete these improvements. (If applicable, please initial: AB \_\_\_\_\_)

### ACKNOWLEDGMENT AND AGREEMENT

I/we have read the above statements and acknowledge that they are true and complete to the best of my knowledge. I/we have no objection to- the applicant pursuing the proposed improvement project and I/we agree to be bound to the terms of this agreement and the Program Guidelines.

Westridge commercial, Inc. (manager), on behalf of  
ANDREW AND ANDREW Trust (owner) 1/5/24

Property Owner Name Printed

Signature

Date

Jessica Vukson, Jessica Vukson, property manager

Property Owner Name Printed

Signature

Date

(if more than one):

*This page must be notarized, and the Acknowledgement attached*

**CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT**

**CIVIL CODE § 1189**

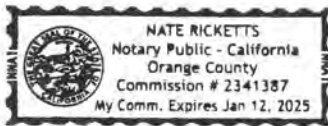
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California )  
County of Orange )  
On January 5<sup>th</sup>, 2023 before me, Nate Ricketts, Notary Public  
Date Here Insert Name and Title of the Officer  
personally appeared Jessica Lynn Vukson  
Name(s) of Signer(s)

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

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

WITNESS my hand and official seal.



Signature [Signature]  
Signature of Notary Public

Place Notary Seal Above

**OPTIONAL**

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

**Description of Attached Document**

Title or Type of Document: \_\_\_\_\_ Document Date: \_\_\_\_\_  
Number of Pages: \_\_\_\_\_ Signer(s) Other Than Named Above: \_\_\_\_\_

**Capacity(ies) Claimed by Signer(s)**

Signer's Name: \_\_\_\_\_  
 Corporate Officer — Title(s): \_\_\_\_\_  
 Partner —  Limited  General  
 Individual  Attorney in Fact  
 Trustee  Guardian or Conservator  
 Other: \_\_\_\_\_  
Signer Is Representing: \_\_\_\_\_

Signer's Name: \_\_\_\_\_  
 Corporate Officer — Title(s): \_\_\_\_\_  
 Partner —  Limited  General  
 Individual  Attorney in Fact  
 Trustee  Guardian or Conservator  
 Other: \_\_\_\_\_  
Signer Is Representing: \_\_\_\_\_



## CITY OF LOMITA CITY COUNCIL REPORT

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

**FROM:** Joe Hoefgen, Interim City Manager

**PREPARED BY:** Emma Kelley, Recreation Manager

**MEETING DATE:** February 6, 2024

**SUBJECT:** Discussion and Update of Mayor's Cup and Golf Classic 2024

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### **RECOMMENDATION**

The Special Events Ad Hoc Committee consisting of Mayor Pro Tem Waronek and Councilmember Segawa recommend proceeding with the Mayor's Cup and Golf Classic Tournament for 2024.

### **BACKGROUND**

On December 19, 2023, during the presentation of the Special Events and 60<sup>th</sup> anniversary celebratory events for 2024, the City Council directed staff to meet with the Special Events Ad Hoc committee to discuss the feasibility (considering cost and staffing) of bringing back the event in 2024. The event was cancelled in 2023 due to staffing shortages in the Recreation Division (specifically a vacancy in the Recreation Supervisor position and prior to the hiring of the Recreation Coordinator).

Each year, full time staff, part time recreation coordinators, and other part time staff are reallocated from other recreation activities (e.g., youth sports make-up games or playoff games for the season in September/October of each year) to assist with the annual Mayor's Cup and Golf Classic tournament.

The Mayor's Cup and Golf Classic tournament date was changed from June to October in 2022 to provide staff with the required time to focus on planning the two-day Founders Day festivities. As part of the City Council discussion on December 19, the City Council approved the return of the Lomita 5k/10k walk and run as well as the annual spooktacular festival at Lomita Park. These two events will be taking place on October 26, 2024.

The Special Events Ad Hoc Committee reviewed the costs and logistics of the proposed 2024 Mayor's Cup and Golf Classic Tournament at their meeting on January 11, 2024, and recommended it remain on the special events calendar for 2024. Should the City

Council concur with that recommendation, staff will secure the October date with El Dorado Park Golf Course and begin promotion of the event and seeking sponsorships.

**2022 Mayor’s Cup and Golf Classic Tournament Cost**

The cost of the Mayor’s Cup and Golf Classic tournament in 2022 (excluding built-in staff time) was \$12,400. Total revenue was \$19,710 which includes golfer registration fees and sponsorship. Sponsorship received for the 2022 golf tournament was \$9,100.

The table below summarizes revenue/expenditure for the past five golf tournaments held (between 2016–2022 – excluding the pandemic years of 2020 – 2021)

Year	Revenues	Expenditures*	Net Revenue
2022	\$19,710	\$15,609	\$4,101
2019	\$24,559	\$19,668	\$4,891
2018	\$20,030	\$13,716	\$6,314
2017	\$26,759	\$12,411	\$14,348
2016	\$25,185	\$11,082	\$14,103

\* Excluding built-in staff time

Sponsorship revenue generated from the Mayors Cup and Golf Classic helps offset the cost of conducting the tournament. The revenue also provides scholarships for Lomita Park seasonal youth sports participants and summer basketball camp participants. In 2022 the city received \$9,100 in sponsorship revenues.

City staff has prepared and finalized a sponsorship packet to help offset the cost of the tournament 2024 tournament if directed by City Council to proceed.

**OPTIONS**

1. Direct staff to move forward with the Mayor’s Cup & Golf Classic 2024
2. Authorize the cancelation of the Mayor’s Cup & Golf Classic 2024
3. Provide staff with other direction.

**FISCAL IMPACT**

If the Council wishes to proceed with the golf tournament for 2024 it is recommended that \$20,000 be budgeted to cover all costs associated with the event and any sponsorships obtained be directed towards future recreation programs/basketball/youth sports scholarships, etc.

**ATTACHMENT**

- 1) Detailed Summary of 2022 Mayor’s Cup and Golf Classic Costs

Approved by:

*Gary Sugano*

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Gary Y. Sugano  
Assistant City Manager

*Joe Hoefgen*

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Joe Hoefgen  
Interim City Manager

Prepared by:

*Emma Kelley*

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Emma Kelley  
Recreation Manager



## 2022 Mayors Cup Tournament Cost

### 2022 El Dorado Golf Course Cost:

ITEMS	DESCRIPTION	TOTAL
Golfer Registration Deposit	Deposit for golf course and green fees day of tournament, 10/03/2022	\$1,000.00
Golf banquet deposit	Deposit for banquet hall for 10/02/2022	\$2,000.00
Golfers Registration	Green fees for 18 holes, cart fee for all golfers, reserved patio for registration	\$7,800.00
Golf Banquet	Standard food package, event setup, tables, chairs, etc.	\$2,304.16
	<b>Total</b>	<b>\$13,104.16</b>

### 2022 Equipment/Supplies for Golf Tournament:

ITEM	DESCRIPTION	TOTAL
Flyers	Updated golf tournament flyers	\$85.00
Advantage Hole in One	Hole in one insurance, Lexus car, and other prizes for a hole in one.	\$478.00
Dixon Golf Equipment	Divot tool, golf balls, and gift bags for every golfer	\$1,363.72
Raffle Tickets	Raffle tickets for golfers to buy for raffle items	\$19.64
Banner	Banner to show sponsors of tournament	\$127.60
Golf Gold Cup	Trophy for the winning 4-some	\$74.97
Supplies	Charge #1 and 2 for supplies in Expenditure report	\$277.53
Food	Food for golfer's gift bags	\$78.43
	<b>Total</b>	<b>\$2,504.89</b>

## 2022 Staffing Cost for Golf Tournament

Item	DESCRIPTION	TOTAL
Pre-tournament Prep	Recreation Supervisor: <ul style="list-style-type: none"> <li>• Communication with Golf course</li> <li>• Organizing enrollments/Creating golfers tee sheet</li> <li>• 20 hours</li> </ul> Part Time Recreation Coordinator: <ul style="list-style-type: none"> <li>• Going to local business for sponsorships</li> <li>• Creating Sponsorship posters</li> <li>• Collecting raffle prizes</li> <li>• 20 hours</li> </ul>	\$3,514.40
Tournament Staff	3 full time employees: <ul style="list-style-type: none"> <li>• Recreation Supervisor –11 hours</li> <li>• Recreation Manager = 7.5 hours</li> </ul> 4 Part time Employees: <ul style="list-style-type: none"> <li>• 2 Recreation Coordinator –11 hours each</li> <li>• 2 Recreation Leaders – 11 hours each</li> </ul>	\$3,938.42
Miscellaneous	Supplies day of tournament	\$70.79
	<b>Total</b>	<b>\$7,523.61</b>

### Total Cost:

Item	Cost
El Dorado Golf Course	\$13,104.16
Tournament Equipment/ Supplies	\$2,504.89
Staff	\$7,523.61
<b>Grand Total</b>	<b>\$23,132.66</b>



## CITY OF LOMITA CITY COUNCIL REPORT

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

**FROM:** Joe Hoefgen, Interim City Manager

**MEETING DATE:** February 6, 2024

**SUBJECT:** Discussion Related to Camping Regulations in Lomita

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### **RECOMMENDATION**

Receive and file the report and direct staff to follow up if there is a change in the legal framework related to camping ordinances.

### **BACKGROUND**

At the regularly scheduled meeting of January 16, 2024, the City Council made a referral for staff to prepare a report outlining options for the potential adoption and enforcement of anti-camping regulations in the City of Lomita. To provide context, this report first provides an overview of court cases which define the limits of local government authority in this regard. This report has been prepared with input from the City Attorney and from the Lomita Sheriff's Captain.

#### **Overview of Pertinent Court Cases**

On January 12, 2024, the U.S. Supreme Court agreed to review a lower court's ruling in *Johnson v. City of Grants Pass*. The opinion prohibits Grants Pass, Oregon from enforcing its anti-camping ordinances against all involuntarily homeless individuals within the city. The term "involuntarily homeless" refers to the condition of being homeless when adequate shelter is unavailable.

Cal Cities partnered with the California State Association of Counties to file an amicus brief supporting the Grants Pass request that the high court review the opinion. Cal Cities also anticipates filing an amicus brief on the merits of the case now that the Supreme Court has agreed to hear it. It is anticipated that the brief will focus on the negative impacts on cities of the recent 9<sup>th</sup> Circuit decision stemming from the *Martin v Boise* decision. After that decision was issued, most law enforcement organizations in California, including the LASD, will not enforce most anti-camping ordinances unless a jurisdiction has open beds in a shelter where an unhoused individual can immediately be placed. For this reason, other cities have either increased their shelter capacity, or

reached agreement to prepurchase space in neighboring jurisdictions for access to a specific number of beds.

The question before the Supreme Court is “Does the enforcement of generally applicable laws regulating camping on public property constitute ‘cruel and unusual punishment’ prohibited by the Eighth Amendment?”

The Supreme Court’s decision to review the case signals that the court may finally provide clarity on how cities can use ordinances — one of many tools — to address public health and safety concerns that arise from unlawful encampments on public property.

The Supreme Court’s decision comes as the U.S. Court of Appeals for the 9th Circuit made a ruling in another high-profile homelessness case. Last month, the court issued an opinion in *Coalition on Homelessness v. City and County of San Francisco* that further hamstrings cities’ efforts to implement reasonable time, place, and manner restrictions on camping on public property.

In that decision, the 9th Circuit confirmed that persons who are offered, but refuse shelter are not “involuntarily homeless.” Therefore, cities can enforce ordinances to address concerns related to some encampments on public property. However, the court’s opinion is in line with prior cases that found cities have an obligation to provide shelter before they implement anti-camping ordinances.

The dissent characterized that opinion as letting stand “an injunction permitting homeless persons to sleep *anywhere, anytime* in public in the City of San Francisco unless adequate shelter is provided.”

The Supreme Court’s review of *Johnson v. City of Grants Pass* should provide clarity and guidance to cities trying to respond to public health and safety concerns related to unlawful encampments on public property. With 25 amici briefs filed — 14 originating in California — there is significant interest in the high court’s decision.

## **DISCUSSION**

In terms of encampments on private property, the City of Lomita and the Sheriff’s Department currently work with private property owners and take corrective action to address the situation.

As referenced earlier, the U.S. Supreme Court’s review of the Grants Pass case will occur sometime in 2024 – although it has not been calendared at this point. In the intervening period, and in the absence of the Grants Pass decision being overturned, cities will continue to have an obligation to provide shelter before they can implement and enforce anti-camping ordinances on public property. In theory, some forms of time/place/manner regulations may pass muster under the current body of law in the Ninth Circuit—but where exactly that line exists is still being debated and thus may draw

legal challenge if implemented/enforced. The city cannot criminalize homelessness, or have an ordinance that prohibits camping in all locations in the city under current Ninth Circuit law.

In the meantime, there are a variety of regionally funded resources available to connect unsheltered people with needed services. Through efforts of city staff and the LA Sheriff's Department in outreach to the County of Los Angeles and the Los Angeles Homeless Services Authority (LAHSA), we make every effort to access temporary lodging (if available) for those individuals who are willing to receive assistance.

Although there are cities in the South Bay with anti-camping ordinances that have been in place for a long period of time, neither the Sheriff's Department nor municipal police departments will generally enforce those ordinances absent shelter space being immediately available. However, depending on the individual circumstances, other types of enforcement action can be a possibility – including to address health and safety violations or to deal with other illegal activity that may be occurring at the location.

In the event of a favorable decision by the U.S. Supreme Court, city staff will be prepared to move quickly to bring forward options to the Council for an anti-camping ordinance within legally allowed parameters.

As an alternative, should the City Council desire to enact an anti-camping ordinance now, it would be necessary to direct staff to identify and fund shelter services for homeless individuals in Lomita. As this approach would require considerable ongoing expense and involve significant staff time, it is not recommended at this time.

### **OPTIONS**

1. Receive and file this report and direct staff to follow up if there is a change in the legal framework related to camping ordinances.
2. Direct staff to (a) prepare a draft ordinance and (b) identify locations and funding for shelter services.
3. Request more information or provide other direction as desired.

### **FISCAL IMPACT**

There is no fiscal impact associated with receiving and filing this report. Should the city proceed with an anti-camping ordinance now, significant costs would be incurred for shelter services required as a condition of enforcing the ordinance.

### **ATTACHMENTS**

None.

Reviewed by:

*Gary Sugano*

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Gary Y. Sugano  
Assistant City Manager

Approved by:

*Joe Hoefgen*

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Joe Hoefgen  
Interim City Manager



## CITY OF LOMITA CITY COUNCIL REPORT

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

**FROM:** Joe Hoefgen, Interim City Manager

**PREPARED BY:** Susan Kamada, Administrative Services Director

**MEETING DATE:** February 6, 2024

**SUBJECT:** Discussion to Establish a Date and Time for the Mid-Year Budget Review

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### **RECOMMENDATION**

Set the date for Mid-Year budget review for Wednesday, March 6, 2024, at 4:00 p.m.

### **BACKGROUND**

On a biennial basis, the City Council conducts a strategic planning workshop/mid-year budget review. At the workshop, staff will present the Mid-Year budget and related matters. If the March 6, 2024, date does not work, the following alternative dates are available:

Monday, March 4, 2024, starting at 4:00 p.m.  
Thursday, March 7, 2024, starting at 4:00 p.m.  
Tuesday, March 12, 2024, starting at 4:00 p.m.  
Thursday, March 14, 2024, starting at 4:00 p.m.

### **OPTIONS:**

1. Select one of the above dates to hold the meeting, or
2. Select an alternative date and time.

### **FISCAL IMPACT**

None.


Reviewed by:



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Gary Y. Sugano  
Assistant City Manager

Approved by:



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Joe Hoefgen  
Interim City Manager

Prepared by:



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Susan Kamada  
Administrative Services Director





## CITY OF LOMITA CITY COUNCIL REPORT

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

**FROM:** Joe Hoefgen, Interim City Manager

**PREPARED BY:** Gary Y. Sugano, Assistant City Manager

**MEETING DATE:** February 6, 2024

**SUBJECT:** Discussion and Consideration of a Resolution Amending Citywide Comprehensive User Fees and Charges Including a CPI Adjustment

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### **RECOMMENDATION**

Adopt Resolution 2024-02 implementing the fee schedule effective April 6, 2024.

### **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 approving a 7.5% CPI increase for the majority of fees in the master fee schedule.

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.

Based on the U.S. Bureau of Labor Statistics, the year over year annual Consumer Price Index (CPI-U) for the Los Angeles-Long Beach-Anaheim area is 2.4%. Per Resolution No. 2022-04, 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. This CPI increase has been incorporated into the majority of fees in the revised master fee schedule.

In order to encourage continued sign-ups for recreation activities including youth sports, fees are recommended to remain unchanged (with the exception of facility rental fees). This will allow residents to continue to pay the same price while continuing to receive the highest service levels in the South Bay.

**OPTIONS:**

1. Adopt the attached resolution implementing the fee schedule effective April 6, 2024.
2. Provide further direction to staff.

**FISCAL IMPACT**

Additional annual revenue from the adjustment is expected to be approximately \$10,000 - \$15,000.

**ATTACHMENT**

1. Resolution and Master Fee Schedule

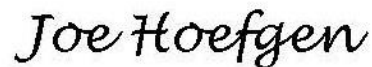
Prepared by:



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Gary Y. Sugano  
Assistant City Manager

Approved by:



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Joe Hoefgen  
Interim City Manager

**RESOLUTION NO. 2024-02**

**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 adopting a new Comprehensive Master Fee Schedule. Minor amendments are proposed with this update including an annual CPI adjustment of 2.4%.
- 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 February 6, 2024, 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 April 6, 2024, (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 6<sup>th</sup> day of February 2024.

\_\_\_\_\_  
Bill Uphoff, Mayor

ATTEST:

\_\_\_\_\_  
Kathleen Horn Gregory, MMC, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Trevor Rusin, City Attorney

**EXHIBIT A**

**CITY OF LOMITA  
MASTER FEE SCHEDULE**



Fee Schedule approved by City Council on February 6, 2024, and will go into effect on April 6, 2024.



**Master Fee Schedule effective April 6, 2024**

**CITY CLERK'S OFFICE**

<b>Service Description</b>	<b>Reference</b>	<b>Current Fee</b>	<b>New Fee</b>
Aerial Photo Map (above standard size)	Last approved by City Council in January 2022	\$10.50	No Change
Aerial Photo Map	Last approved by City Council in January 2022	\$5.00	No Change
Copy Fee	Last approved by City Council in January 2022	\$0.15 per page	No Change
City Clerk Certifications	Last approved by City Council in January 2022	\$35.00	No Change
Data provided on USB drive <ul style="list-style-type: none"> <li>• 4GB</li> <li>• 8GB</li> </ul>	Last approved by City Council in January 2022	\$5 \$10	No Change
Dial-A-Ride Replacement Cards	Last approved by City Council in January 2022	\$5.00	No Change
Miscellaneous Requests Not Identified on This Schedule	Last approved by City Council in January 2022	Staff Hourly Rate + materials	No Change
Non-Public Records Act and Non-Political Reform Act of 1974 Request Reproduction Fee	Last approved by City Council in January 2022	Staff Hourly Rate + \$0.15 per page	No Change
Reproduction of Records under the CA Public Records Act	Last approved by City Council in January 2022	Direct cost of duplication or statutory fee if applicable	No Change
Reproduction of Reports and Statements Filed under the Political Reform Act of 1974	Last approved by City Council in January 2022	\$0.10 per page	No Change
Filing Fee – Candidate Statement	Last approved by City Council in January 2022	\$600	No Change
Filing Fee – Candidate Nomination	Last approved by City Council in January 2022	\$25	No Change
Filing Fee – Intent to Circulate a Petition	Last approved by City Council in January 2022	\$200	No Change



**Master Fee Schedule effective April 6, 2024**

<b>Service Description</b>	<b>Reference</b>	<b>Current Fee</b>	<b>New Fee</b>
Duces Tecum Subpoena (Per CA Evidence Code)	Last approved by City Council in January 2022	\$15.00	No Change

DRAFT



Master Fee Schedule effective April 6, 2024

**BUSINESS LICENSE**

<b>Service Description</b>	<b>Reference</b>	<b>Current Fee</b>	<b>New Fee</b>
Issuance of Business License (Processing Time) Applicable to all business licenses except home occupation permits	Last approved by City Council in January 2022	\$53.75	\$55.04
Issue Business License Violation Notice	Last approved by City Council in January 2022	\$63.96	\$65.49
Issue Business License Violation Citation	Last approved by City Council in January 2022	\$255.85	\$261.99
Process Violation through Court System	Last approved by City Council in January 2022	\$255.85	\$261.99
Sidewalk Vending Permit*	Last approved by City Council in January 2022	\$322.50	\$330.24





Master Fee Schedule effective April 6, 2024

**CITYWIDE FEES**

<b>Service Description</b>	<b>Reference</b>	<b>100% Cost Recovery</b>	<b>Current Fee</b>	<b>New Fee</b>
Electric Charging Station	Last approved by City Council in January 2023	n/a	0.25/kWh and \$3.00/hour idle fee	No Change
Return Check Charge (NSF) – 1 <sup>st</sup> Returned Check	Last approved by City Council in January 2022	n/a; per Civil Code 1719	\$25.00	No Change
Return Check Charge (NSF) – each subsequent check by same person	Last approved by City Council in January 2022	n/a; per Civil Code 1719	\$35.00	No Change



**Master Fee Schedule effective April 6, 2024**

**ANIMAL CARE AND CONTROL**

<b>Service Description</b>	<b>Reference</b>	<b>Current Fee</b>	<b>New Fee</b>
Staff Research	Last approved by City Council in January 2022	Staff Hourly Rate	No Change
Miscellaneous Requests Not Identified on this Schedule	Last approved by City Council in January 2022	Staff Hourly Rate plus materials	No Change

DRAFT



Master Fee Schedule effective April 6, 2024

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

Service Description	Reference	Current Fee	New Fee
<b>BUILDING AND SAFETY</b>			
LA County Building Fees	Resolution No. 99-21	100% above county fee	No Change
Staff Research	Last approved by City Council in January 2022	Staff Hourly Rate	No Change
Miscellaneous Requests Not Identified on this Schedule	Last approved by City Council in January 2022	Staff Hourly Rate plus materials	No Change
General Plan Update Fee	% of Building Permit Fee	5%	No Change
<b>CODE ENFORCEMENT</b>			
Administrative Hearing Fee Including Appeals	Last increase approved by City Council in February 2024	\$375.25 + Hearing Officer Cost	\$384.25
Attorney Charges	Last approved by City Council in January 2022	Billed at current billable rate of legal counsel	No Change
Filing a Special Assessment	Last increase approved by City Council in February 2024	\$150.50	\$154.11
General Plan Update Fee	% of Building Permit Fee; Last approved by City Council in January 2022	5%	No Change
Initial Inspection Fee	Last increase approved by City Council in February 2024	\$150.50	\$154.11
Miscellaneous Requests Not Identified on Schedule	Last approved by City Council in January 2022	Staff Hourly Rate plus materials	No Change
Notary Services	Last approved by City Council in January 2022	Actual notary cost	No Change



**Master Fee Schedule effective April 6, 2024**

<b>Service Description</b>	<b>Reference</b>	<b>Current Fee</b>	<b>New Fee</b>
Nuisance Abatement	Last increase approved by City Council in February 2024	\$215 + Cost	\$220.16 + Cost
Permissive Removal (Graffiti on Private Property)	Last increase approved by City Council in February 2024	New	Actual Cost + 10%
Record a Lien	Last increase approved by City Council in February 2024	\$215	\$220.16
Re-Inspection Fee	Last increase approved by City Council in February 2024	\$150.50	\$154.11
Special Cases	Last approved by City Council in January 2022	Staff Hourly Rate	No Change
Staff Research	Last approved by City Council in January 2022	Staff Hourly Rate	No Change
Vehicle Abatement	Last increase approved by City Council in February 2024	\$268.75 + Cost	\$275.20 + Cost
Weed Abatement Re-Inspection	Last increase approved by City Council in February 2024	\$150.50	\$154.11
Work Without a Permit Investigation	Last increase approved by City Council in February 2024	\$376.25	\$385.28
<b>MESSAGE*</b>			
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	\$696.32
Renewal Fee	Adopted per Resolution No. 2015-7	\$373.00	\$381.95



**Master Fee Schedule effective April 6, 2024**

<b>Service Description</b>	<b>Reference</b>	<b>Current Fee</b>	<b>New Fee</b>
Miscellaneous Facility Inspection Fee	Adopted per Resolution No. 2015-7	\$133.00	\$136.19
Change of Ownership Fee (covers the cost of processing the application and ONE on-site inspection)	Adopted per Resolution No. 2015-7	\$680.00	\$696.32
Hearing Fee for Revocation Suspension before the Community Development Director	Adopted per Resolution No. 2015-7	\$852.00	\$872.45
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 April 6, 2024

**COMMUNITY DEVELOPMENT DEPARTMENT  
(PLANNING)**

Service Description	Reference	Current Fee	New Fee
<b>Administrative Fees</b>			
Administrative Site Plan Review (per property unless project includes a lot tie or lot consolidation)	Last increase approved by City Council in February 2024	\$698.75	\$715.52
Adult Use Business	Last increase approved by City Council in February 2024	\$4,622.50	\$4,733.44
Annual Affordable Housing Recertification	Last increase approved by City Council in February 2024	\$119.44	\$122.30
Banner Installation (Bracket over Narbonne Av)	Last increase approved by City Council in February 2024	\$241.88	\$247.68
Certificate of Compliance	Last increase approved by City Council in February 2024	\$182.75	\$187.13
Film Permits	Last increase approved by City Council in February 2024	\$182.75	\$187.13
GIS Mapping Services	Last approved by City Council in January 2022	Staff Hourly Rate	No Change
Inspections	Last approved by City Council in January 2022	Staff Hourly Rate	No Change
Landscape Plan Review (All Others)	Last increase approved by City Council in February 2024	\$365.50	\$374.27
Landscape Plan Review (Single Family Residential)	Last increase approved by City Council in February 2024	\$182.75	\$187.13
Lot Merger	Last increase approved by City Council in February 2024	\$645.00	\$660.48
Lot Line Adjustment	Last increase approved by City Council in February 2024	\$1,075.00	\$1,100.80
Mailing Labels/Radius Map	Last increase approved by City Council in February 2024	\$473.00	\$484.35



**Master Fee Schedule effective April 6, 2024**

<b>Service Description</b>	<b>Reference</b>	<b>Current Fee</b>	<b>New Fee</b>
Pre-Application Meeting	Last increase approved by City Council in February 2024	\$408.50	\$418.30
Pre-Review for Building Permit	Last increase approved by City Council in February 2024	\$182.75	\$187.13
Residential Property Reports	Last increase approved by City Council in February 2024	\$268.75	\$275.20
Sign Review (per physical sign)	Last increase approved by City Council in February 2024	\$161.25	\$165.12
Special Event Permit	Last increase approved by City Council in February 2024	\$215.00	\$220.16
Temporary Banner Permit – Review	Last increase approved by City Council in February 2024	\$68.26	\$69.89
Telecommunications Facilities – Administrative Review	Last increase approved by City Council in February 2024	\$1,612.50	\$1,651.20
Water Efficient Landscape Ordinance Review	Last increase approved by City Council in February 2024	\$1,400	\$1,433.60
Zone Clearance	Last increase approved by City Council in February 2024	\$102.66	\$105.12
Zoning Letter	Last increase approved by City Council in February 2024	\$365.50	\$374.27
Technology Surcharge	Last approved by City Council in January 2022	4% Surcharge on All Fees	No Change
<b>Planning Commission/City Council Application Fees</b>			
Appeal to City Council	Last increase approved by City Council in February 2024	\$1,451.25	\$1,486.08
Appeal to Planning Commission	Last increase approved by City Council in February 2024	\$1,451.25	\$1,486.08
Appeal – Lot Line Adjustment and Lot Merger	Last increase approved by City Council in February 2024	\$698.75	\$715.52
Appeal – Adult Use Business	Last increase approved by City Council in February 2024	\$1,451.25	\$1,486.08



**Master Fee Schedule effective April 6, 2024**

<b>Service Description</b>	<b>Reference</b>	<b>Current Fee</b>	<b>New Fee</b>
Major Conditional Use Permit	Last increase approved by City Council in February 2024	\$4,622.50	\$4,733.44
Minor Conditional Use Permit	Last increase approved by City Council in February 2024	\$1,612.50	\$1,651.20
Determination of Similarity	Last increase approved by City Council in February 2024	\$731.00	\$748.54
Extension of Time – Community Director Approval	Last increase approved by City Council in February 2024	\$365.50	\$374.27
Extension of Time – Planning Commission Approval	Last increase approved by City Council in February 2024	\$537.50	\$550.40
Final Map	Last increase approved by City Council in February 2024	\$1,021.25	\$1,045.76
General Plan Amendment	Last increase approved by City Council in February 2024	\$6,235.00	\$6,384.64
Height Variation Permit	Last increase approved by City Council in February 2024	\$1,612.50	\$1,651.20
Site Plan Review (All Others)	Last increase approved by City Council in February 2024	\$3,493.75	\$3,577.60
Site Plan Review (Single Family Residential)	Last increase approved by City Council in February 2024	\$1,612.50	\$1,651.20
Site Plan Review (Murals)	Last increase approved by City Council in February 2024	\$1,612.50	\$400.00
Specific Plan	Last approved by City Council in January 2022	Actual Cost plus Staff Hours	No Change
Telecommunications Facilities – PC Review	Last increase approved by City Council in February 2024	\$3,171.25	\$3,247.36
Tentative Parcel Map	Last increase approved by City Council in February 2024	\$4,461.25 + Consultant Cost	\$4,568.32 + Consultant Cost
Tentative Tract Map	Last increase approved by City Council in February 2024	\$6,073.75 + Consultant Cost	\$6,219.52 + Consultant Cost





**Master Fee Schedule effective April 6, 2024**

<b>Service Description</b>	<b>Reference</b>	<b>Current Fee</b>	<b>New Fee</b>
Traffic and Parking Studies	Last approved by City Council in January 2022	Actual cost plus cost of staff time to review	No Change
Zone Change	Last increase approved by City Council in February 2024	\$6,288.75	\$6,439.68
Zone Text Amendment	Last increase approved by City Council in February 2024	\$6,288.75	\$6,439.68
Zone Variance	Last increase approved by City Council in February 2024	\$3,493.75	\$3,577.60
Technology Surcharge	Last approved by City Council in January 2022	4% Surcharge on All Fees	No Change

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Master Fee Schedule effective April 6, 2024

**COMMUNITY DEVELOPMENT DEPARTMENT  
(PLANNING)**

<b>Service Description</b>	<b>Reference</b>	<b>Current Fee</b>	<b>New Fee</b>
<b>Environmental Fees</b>			
Environmental Impact Report	Last approved by City Council in January 2022	Actual Cost + Staff Hours	No Change
Exemptions	Last increase approved by City Council in February 2024	\$215.00	\$220.16
Fish & Game Fee for Environmental Impact Reports	Last approved by City Council in January 2022	Actual Cost	No Change
Fish & Game Fee for Negative Declarations and Mitigated Negative Declarations	Last approved by City Council in January 2022	Actual Cost	No Change
Negative Declaration/Mitigated Negative Declaration	Last increase approved by City Council in February 2024	\$1,341.60	\$1,373.79
Technology Surcharge	Last approved by City Council in January 2022	4% Surcharge on All Fees	No Change



Master Fee Schedule effective April 6, 2024

**COMMUNITY DEVELOPMENT DEPARTMENT  
(MISCELLANEOUS)**

<b>Service Description</b>	<b>Reference</b>	<b>Current Fee</b>	<b>New Fee</b>
<b>Miscellaneous Fees</b>			
Moving Truck Permit	Last increase approved by City Council in February 2024	\$16.13	\$16.51
Miscellaneous Requests Not Identified on this Schedule	Last approved by City Council in January 2022	Staff Hourly Rate plus materials	No Change
Solid Waste Self Haul Permit	Last increase approved by City Council in February 2024	\$127.93	\$131.00
Staff Research	Last approved by City Council in January 2022	Staff Hourly Rate	No Change
Technology Surcharge	Last approved by City Council in January 2022	4% Surcharge on All Fees	No Change



Master Fee Schedule effective April 6, 2024

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

Service Description	Reference	100% Recovery Cost	Current Fee	New Fee
Tom Rico Community Room – min. 2 hours				
Deposit	Last approved by City Council in January 2022	n/a	\$200.00	No Change
Per Hour Fee (Up to 153 people)	Last increase approved by City Council in February 2024	n/a	\$107.00/\$134.00	\$109.50/\$137.00
Picnic Shelter – min. 2 hours				
Deposit	Last approved by City Council in January 2022	n/a	\$40/\$75	No Change
Per Hour Fee (1-100 people)	Last increase approved by City Council in February 2024	n/a	\$16.00/\$32.00	\$16.25/\$32.50
Railroad Museum				
Deposit	Last approved by City Council in January 2022	n/a	\$100.00	No Change
Per Hour Fee (min. 2 hours)	Last increase approved by City Council in October 2023	n/a	\$54.00/hr.	\$55.25/hr.



**Master Fee Schedule effective April 6, 2024**

<b>Service Description</b>	<b>Reference</b>	<b>100% Recovery Cost</b>	<b>Current Fee</b>	<b>New Fee</b>
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	\$109.50
Gymnasium				
Deposit	Last increase approved by City Council in January 2022	n/a	\$100/\$150	No Change
Per Hour Fee (1-50 people)	Last increase approved by City Council in February 2024	n/a	\$43/\$80.00	\$44.00/\$81.50
Per Hour Fee (51 – 100 people)	Last increase approved by City Council in February 2024	n/a	\$80.00/\$107.00	\$81.75/\$109.50
Soccer Fields				
Deposit	Last increase approved by City Council in January 2022	n/a	\$100.00	No Change
Per Hour Fee (min. 2 hours)	Last increase approved by City Council in February 2024	n/a	\$43.00/\$64.00	\$44.00/\$65.50
Softball Fields and Outside Areas				



**Master Fee Schedule effective April 6, 2024**

<b>Service Description</b>	<b>Reference</b>	<b>100% Recovery Cost</b>	<b>Current Fee</b>	<b>New Fee</b>
Deposit	Last increase approved by City Council in January 2022	n/a	\$100.00	No Change
Per Hour Fee including Light Fee (min. 2 hours)	Last increase approved by City Council in February 2024	n/a	\$68.00/\$95.00	\$69.50/\$97.00

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.

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Master Fee Schedule effective April 6, 2024

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

Service Description	Reference	Current Fee	New Fee
<b>Adult Sports – Team (City Managed)</b>			
Co-Ed Kickball (Per Team)	Last increase approved by City Council in February 2024	\$350/\$405 + \$25/game official fee	\$358.00/\$414.00 + \$25/game official fee
Adult Basketball (Per Team)	Last increase approved by City Council in February 2024	\$506 + \$30/game official fee	\$518.00 + \$30/game official fee
Men’s Softball (Per Team)	Last increase approved by City Council in February 2024	\$350/\$405 + \$25/game official fee	\$358.00/\$414.00 + \$25/game official fee
Men and Women’s Soccer (Per Team)	Last increase approved by City Council in February 2024	\$450/\$506 + \$25/game official fee	\$460.00/\$518.00 + \$25/game official fee
<b>Lomita Park Adult Sports (Contract)</b>			
Adult Basketball	Last increase approved by City Council in February 2024	\$445.50	\$456.00
Men’s Soccer	Last increase approved by City Council in February 2024	\$400/\$453	\$409.00/\$463.00
Women’s 7 v 7 Soccer	Last increase approved by City Council in February 2024	\$400/\$453	\$409.00/\$463.00
Men’s 9 v 9 Soccer	Last increase approved by City Council in February 2024	\$400/\$453	\$409.00/\$463.00
Big Ball	Last increase approved by City Council in February 2024	\$325/\$377.50	\$332.00/\$386.00
<b>Adult Sports</b>			
Adult Sports – Contracted Classes	Last increase approved by City Council in January 2022	70% Contract/30% City Split	No Change
<b>Adult Exercise</b>			
Adult Exercise – Contracted Classes	Last increase approved by City Council in January 2022	70% Contract/30% City Split	No Change
<b>Dance – Adult</b>			



**Master Fee Schedule effective April 6, 2024**

<b>Service Description</b>	<b>Reference</b>	<b>Current Fee</b>	<b>New Fee</b>
Adult Dance – Contracted Classes	Last increase approved by City Council in January 2022	70% Contract/30% City Split	No Change
<b>Other</b>			
Other Programs – Contracted Classes	Last increase approved by City Council in January 2022	70% Contract/30% City Split	No Change
<b>Senior Programs</b>			
Senior Programs – Contracted Classes	Last increase approved by City Council in January 2022	70% Contract/30% City Split	No Change

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

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Master Fee Schedule effective April 6, 2024

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

<b>Service Description</b>	<b>Reference</b>	<b>Current Fee</b>	<b>New Fee</b>
<b>Youth Sports – Lomita Park</b>			
Baseball	Last increase approved by City Council in January 2022	\$45/\$60	No Change
Basketball	Last increase approved by City Council in January 2022	\$45/\$60	No Change
Flag Football	Last increase approved by City Council in January 2022	\$45/\$60	No Change
Other Team Youth Sports Not Listed	Last increase approved by City Council in January 2022	\$45/\$60	No Change
Soccer	Last increase approved by City Council in January 2022	\$45/\$60	No Change
Volleyball	Last increase approved by City Council in January 2022	\$45/\$60	No Change
<b>Other Youth Sports</b>			
Basketball (Teen Summer Drop-In)	Last increase approved by City Council in January 2022	\$20/\$25	No Change
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 2022	\$20/\$25	No Change
<b>Youth Camps</b>			
Basketball (5 Days)	Last increase approved by City Council in January 2022	\$175/\$195	No Change
Youth Camps – Contracted Classes	Last increase approved by City Council in January 2022	70% Contract/30% City Split	No Change
<b>Dance – Youth</b>			
Various	Last increase approved by City Council in January 2022	70% Contract/30% City Split	No Change



**Master Fee Schedule effective April 6, 2024**

<b>Service Description</b>	<b>Reference</b>	<b>Current Fee</b>	<b>New Fee</b>
<b>Other</b>			
Other Contracted Classes Not Listed	n/a	70% Contract/30% City Split	No Change
<b>Parent and Me Classes</b>			
Parent and Me Classes – Contracted Classes	Last increase approved by City Council in January 2022	70% Contract/30% City Split	No Change

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

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Master Fee Schedule effective April 6, 2024

**PUBLIC WORKS DEPARTMENT**

Description	Reference	Current Fee	New Fee
<b>Encroachment Permits</b>			
Encroachment Permit - Extension	Last increase approved by City Council in February 2024	\$114.83	\$117.58
<b>Grading Plan Check</b>			
Up to 1,000 cubic yards	Last increase approved by City Council in February 2024	\$192.16 + Consultant/LA County Cost	\$196.77 + Consultant/LA County Cost
1,001 – 10,000 cubic yards	Last increase approved by City Council in February 2024	\$512.65 + Consultant/LA County Cost	\$524.95 + Consultant/LA County Cost
10,001 – 100,000 cubic yards	Last increase approved by City Council in February 2024	\$1,015.88 + Consultant/LA County Cost	\$1,040.26 + Consultant/LA County Cost
100,001 - 500,000 cubic yards	Last increase approved by City Council in February 2024	\$1,726.45 + Consultant/LA County Cost	\$1,767.88 + Consultant/LA County Cost
Over 500,000 cubic yards	Last increase approved by City Council in February 2024	\$2,956.25 + Consultant/LA County Cost	\$3,027.20 + Consultant/LA County Cost
<b>Miscellaneous</b>			
Miscellaneous Requests Not Identified on this Schedule	Last approved by City Council in January 2022	Staff Hourly Rate plus materials	No Change
Miscellaneous After Hours (after 4:00 pm weekdays, all weekends and holidays)	Last increase approved by City Council in February 2024	\$128.33	\$131.40



**Master Fee Schedule effective April 6, 2024**

<b>Description</b>	<b>Reference</b>	<b>Current Fee</b>	<b>New Fee</b>
Road Debris Removal	Last approved by City Council in January 2022	City cost plus contractor costs if necessary	No Change
Staff Research	Last approved by City Council in January 2022	Staff Hourly Rate	No Change
Street Vacation	Last increase approved by City Council in February 2024	\$822.38	\$842.11
Technology Surcharge	Last approved by City Council in January 2022	7%	No Change
<b>Water Utility</b>			
Additional Charge for Unlock After Business Hours	Last increase approved by City Council in February 2024	\$128.33	\$131.41
After Hours Labor Rate	Last approved by City Council in January 2022	1.5 times staff labor rate	No Change
Angle Meter Stop	Last increase approved by City Council in February 2024	\$192.16	\$196.77
Backflow Administration (escalated letters - per letter)	Last increase approved by City Council in February 2024	\$70 per missed deadline	No Change
Backflow Administration	Last increase approved by City Council in February 2024	\$4 per month	No Change
Bill Re-printing	Last increase approved by City Council in February 2024	\$9.68	\$9.91



**Master Fee Schedule effective April 6, 2024**

<b>Description</b>	<b>Reference</b>	<b>Current Fee</b>	<b>New Fee</b>
Construction Meter Rental (+Deposit + Cost of Water)	Last increase approved by City Council in February 2024	\$77.27 + \$800 Deposit + Cost of Water	\$79.12 + \$800 Deposit + Cost of Water
Construction Meter Disconnect Fee	Last increase approved by City Council in February 2024	\$128.33	\$131.41
Construction Meter Relocation	Last increase approved by City Council in February 2024	\$159.91	\$163.74
Construction/Temporary Meter - Meter Installation	Last increase approved by City Council in February 2024	\$252.13	\$258.18
Customer Call-Out Fee during Non-Regular Working Hours	Last approved by City Council in January 2022	1.5 times staff labor rate	No Change
Customer Call-Out Fee during Normal Business Hours	Last approved by City Council in January 2022	Staff labor rate	No Change
Fire Flow Test	Last increase approved by City Council in February 2024	\$384.31	\$393.53
Meter Replacement	Last increase approved by City Council in February 2024	\$255.99 + Cost of Meter	\$262.13 + Cost of Meter
Meter Size Increase	Last increase approved by City Council in February 2024	\$384.31 + Cost of Meter	\$393.53 + Cost of Meter
Meter Size Reduction	Last increase approved by City Council in February 2024	\$255.99 + Cost of Meter	\$262.13 + Cost of Meter
New Account Charge (new customers / customer names)	Last increase approved by City Council in February 2024	\$16.13	\$16.51



**Master Fee Schedule effective April 6, 2024**

<b>Description</b>	<b>Reference</b>	<b>Current Fee</b>	<b>New Fee</b>
New Account Deposit (applies to customer requesting service in their name)	Last increase approved by City Council in February 2024	\$10.75	\$11.00
Notice of Impending Lock (48 days from statement date)	Last increase approved by City Council in February 2024	\$48.38	\$49.54
One-day Permit (in lieu of construction meter)	Last increase approved by City Council in February 2024	\$63.83	\$65.36
New service connection	Last increase approved by City Council in February 2024	\$1,742.00	\$1,783.80
Re-connection Fee	Last increase approved by City Council in February 2024	\$96.08	\$98.38
Replacement of a Cut Lock	Last increase approved by City Council in February 2024	\$255.99	\$262.13
<b>Miscellaneous</b>			
Miscellaneous Requests Not Identified on this Schedule	Last approved by City Council in January 2022	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 Governing Resolution	No Change
Leak Check - Field Verification	Last increase approved by City Council in February 2024	\$53.75	\$55.04



**Master Fee Schedule effective April 6, 2024**

<b>Description</b>	<b>Reference</b>	<b>Current Fee</b>	<b>New Fee</b>
Leak Log provided to Customer	Last approved by City Council in January 2022	No cost	No Change
Water Meter Installation, per meter	Last increase approved by City Council in February 2024	\$612.75 + Cost of Meter	\$627.45 + Cost of Meter
Water Meter Test	Last increase approved by City Council in February 2024	\$197.50	\$202.24
Water shutdowns for connections	Last increase approved by City Council in February 2024	\$645.00	\$660.48
Will Serve Request (Water, sewer)	Last increase approved by City Council in February 2024	\$387.00	\$396.28
Hydrant - Illegal Use	Last increase approved by City Council in February 2024	\$5,581.40	\$5,715.35
Block Party Package, no parking signs and barricades + permit for a 1-day event	Last increase approved by City Council in February 2024	\$295.63	\$302.72
Moving Package regular, up to 16-foot truck) 2 No parking signs + permit for 24-hour period Additional 24-hour periods (up to 3 days)	Last increase approved by City Council in February 2024	\$107.50	\$110.08 \$44.03 per additional day
Moving Package (large, > 16-foot truck), 4 no parking signs + permit, for a 24-hour period Additional 24-hour periods (up to 3 days)	Last increase approved by City Council in February 2024	\$188.13	\$192.64 \$44.03 per additional day
Reserved temporary parking (1 standard car space). for a 24-hour period Additional 24-hour periods (up to 3 days)	Last increase approved by City Council in February 2024	\$132.23	\$135.40 \$43 per additional day



**Master Fee Schedule effective April 6, 2024**

<b>Description</b>	<b>Reference</b>	<b>Current Fee</b>	<b>New Fee</b>
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)	Last increase approved by City Council in February 2024	\$188.13	\$192.64 \$44.03 per additional day
Park an un-hitched trailer, excludes “no parking signs” for 24-hour period	n/a	Encroachment Permit Fee (\$43)	Encroachment Permit Fee (\$44.03)
Tree Planting (if required by Planning department) work performed by developer/resident + permit	Last increase approved by City Council in February 2024	\$132.23	\$135.40
Tree Planting (if required by Planning department) performed by Public Works, per tree	Last increase approved by City Council in February 2024	\$841.73	\$861.93
Tree Removal, Trimming, and/or Tree Planting (not required by Planning department) conducted at resident/owner expense by licensed contractor, per location + Permit	Last increase approved by City Council in February 2024	\$32.25 + Permit	\$33.02 + Permit
Hydrology Study Review (off-site)	n/a	Cost +15%	No Change
Landscape Plan Review, per 500 SqFt or portion thereof (in Public ROW)	Last increase approved by City Council in February 2024	\$208.55	\$213.55
<b>Paving Plan Check</b>			
Up to 500 Square feet	Last increase approved by City Council in February 2024	\$500.95	\$512.97
500 <= 1000 square feet	Last increase approved by City Council in February 2024	\$686.93	\$703.41
over 1000 square feet	Last increase approved by City Council in February 2024	\$872.90	\$893.84





**Master Fee Schedule effective April 6, 2024**

<b>Description</b>	<b>Reference</b>	<b>Current Fee</b>	<b>New Fee</b>
<b>Storm Drain Plan Review</b>			
up to 50 lineal feet	Last increase approved by City Council in February 2024	\$842.80 + Consultant/LA County Cost	\$863.02 + Consultant/LA County Cost
each additional 50 lineal feet, or fraction of	Last increase approved by City Council in February 2024	\$308.53 + Consultant/LA County Cost	\$315.93 + Consultant/LA County Cost
Transfer of drains to county	Last increase approved by City Council in February 2024	\$1,030.93	\$1,055.67
Transfer of drains to city	Last increase approved by City Council in February 2024	\$2,233.85	\$2,287.46
<b>Street Plan Review</b>			
up to 1000 square feet	Last increase approved by City Council in February 2024	\$1,067.48	\$1,093.09
each additional 1000 square feet or fraction of	Last increase approved by City Council in February 2024	\$533.20	\$545.99
Review Plans /approve - New Street Sign and post	Last increase approved by City Council in February 2024	\$295.63	\$302.72
<b>Sewer plan review (off-site)</b>			
If by third party, direct fees + 15%	Last approved by City Council in January 2022	Cost +15%	No Change
per connection	Last increase approved by City Council in February 2024	\$617.05	\$631.85



**Master Fee Schedule effective April 6, 2024**

<b>Description</b>	<b>Reference</b>	<b>Current Fee</b>	<b>New Fee</b>
per 50 lineal foot	Last increase approved by City Council in February 2024	\$617.05	\$631.85
per manhole structure/modification	Last increase approved by City Council in February 2024	\$617.05	\$631.85
Transfer of sewer to city	Last increase approved by City Council in February 2024	\$2,448.85	\$2,507.62
Sewer Area Study Review	Last increase approved by City Council in February 2024	\$1,896.30	\$1,941.81
Sewer Area Study Review, 3rd party	Last approved by City Council in January 2022	Cost +15%	No Change
<b>Water Plan Review (off-site)</b>			
Single family residential (1 unit)	Last increase approved by City Council in February 2024	\$1,088.98	\$1,115.11
up to three residences	Last increase approved by City Council in February 2024	\$1,620.03	\$1,658.91
up to ten residences	Last increase approved by City Council in February 2024	\$2,688.58	\$2,753.10
greater than 10 residences	Last increase approved by City Council in February 2024	\$3,318.53	\$3,398.17
commercial (1 unit)	Last increase approved by City Council in February 2024	\$1,088.98	\$1,115.11



**Master Fee Schedule effective April 6, 2024**

<b>Description</b>	<b>Reference</b>	<b>Current Fee</b>	<b>New Fee</b>
Commercial (multi-unit)	Last increase approved by City Council in February 2024	\$2,279.00	\$2,333.69
hydrant extension (per 100 ft)	Last increase approved by City Council in February 2024	\$1,991.98	\$2,039.78
Transfer of water lines to city	Last increase approved by City Council in February 2024	\$2,758.45	\$2,824.65
Water Supply Assessment Report Review	Last increase approved by City Council in February 2024	\$2,073.68	\$2,123.44
<b>Other Plan Review</b>			
Plan Review - Street Lighting (if in house)	Last increase approved by City Council in February 2024	\$1,236.25	\$1,265.92
Plan Review - Street Lighting	Last approved by City Council in January 2022	Cost +15%	No Change
Plan Review - NPDES (if in house)	Last increase approved by City Council in February 2024	\$1,702.80	\$1,743.66
Plan Review - NPDES	Last approved by City Council in January 2022	Cost +15%	No Change
Review - Single Family Residential Driveway/Curb & Gutter/Sidewalk, per item	Last increase approved by City Council in February 2024	\$61.28	\$62.75
Review - Commercial (or multi-family residential) Driveway/Curb & Gutter/Sidewalk, per item	Last increase approved by City Council in February 2024	\$215.00	\$220.16



**Master Fee Schedule effective April 6, 2024**

<b>Description</b>	<b>Reference</b>	<b>Current Fee</b>	<b>New Fee</b>
Review - Placement or relocation of Asset above ground in ROW (pole, cell tower, overhead wired, vault, hatch, service lid, control box, hydrant), per item	Last approved by City Council in October 2023	\$266.60 (with removal of the linear feet calculation)	\$272.99 (with removal of the linear feet calculation)
Review - Trenching or other penetration into City ROW, per item (if linear, per 50 feet)	Last increase approved by City Council in February 2024	\$153.73	\$157.41
Review - Other temporary use of right of way, per 50 ft	Last increase approved by City Council in February 2024	\$215.00	\$220.16
Review - On-going long-term use of public right of way, initial review	Last increase approved by City Council in February 2024	\$215.00	\$220.16
<b>Traffic Control Plan Review (or Ped)</b>			
Per lane, per block, per phase/stage	Last increase approved by City Council in February 2024	\$595.55	\$609.84
Review - sidewalk closure (without lane closure)	Last increase approved by City Council in February 2024	\$153.73	\$157.41
Review - Only signage in Lomita ROW (no lane/bike/sidewalk take)	Last increase approved by City Council in February 2024	\$153.73	\$157.41
Review plan to modify traffic signal control, per intersection, per change	Last increase approved by City Council in February 2024	\$871.83	\$892.75
<b>Permits</b>			
Nighttime	Last approved by City Council in January 2022	Fee x 1.5	No Change
<b>Paving Permit</b>			



**Master Fee Schedule effective April 6, 2024**

<b>Description</b>	<b>Reference</b>	<b>Current Fee</b>	<b>New Fee</b>
Up to 1,000 sq ft + permit issuance	Last increase approved by City Council in February 2024	\$656.83	\$672.59
each additional 1000 sq ft or fraction of + permit issuance	Last increase approved by City Council in February 2024	\$122.55	\$125.49
NPDES - Construction Inspection (for compliance/runoff) + permit issuance	Last approved by City Council in January 2022	Cost +15%	No Change
NPDES - Construction Inspection of LID elements + permit issuance	Last approved by City Council in January 2022	Cost +15%	No Change
NPDES - Recordation	Last increase approved by City Council in February 2024	\$1,262.05	\$1,292.33
Inspection - Sewer Connection, per connection (in-house) + permit issuance	Last increase approved by City Council in February 2024	\$985.78	\$1,009.43
Inspection - Sewer Connection, per connection (3rd party) + permit issuance	Last approved by City Council in January 2022	Cost +15%	No Change
Inspection - Water Connections, per connection + permit issuance	Last increase approved by City Council in February 2024	\$1,182.50	\$1,210.88
Inspection - Water Connections, per connection (3rd party) + permit issuance	Last approved by City Council in January 2022	Cost +15%	No Change
Residential (single family) Driveway/Curb & Gutter/Sidewalk, per item + permit issuance	Last increase approved by City Council in February 2024	\$30.10	\$30.82
Commercial or multifamily Driveway/Curb & Gutter/Sidewalk, per item + permit issuance	Last increase approved by City Council in February 2024	\$184.90	\$189.33



**Master Fee Schedule effective April 6, 2024**

<b>Description</b>	<b>Reference</b>	<b>Current Fee</b>	<b>New Fee</b>
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	Last approved by City Council in October 2023	\$462.25 (with removal of the linear feet calculation)	\$473.34 (with removal of the linear feet calculation)
Trenching or other penetration into City ROW, per item (if linear, per 50 feet) + permit issuance	Last increase approved by City Council in February 2024	\$754.65	\$772.76
Installation - New Street Sign and post (by City)	Last increase approved by City Council in February 2024	\$1,715.70	\$1,756.87
Lighting Installation + permit issuance	Last approved by City Council in January 2022	County cost + 15%	No Change
<b>Landscape Inspection (in Public ROW)</b>			
Up to 500 Square feet + permit issuance	Last increase approved by City Council in February 2024	\$151.58	\$155.21
500 <= 1000 square feet + permit issuance	Last increase approved by City Council in February 2024	\$242.95	\$248.78
Over 1000 square feet + permit issuance	Last increase approved by City Council in February 2024	\$395.60	\$405.09
<b>Traffic Control (or Ped) Permit</b>			
Per day, per lane, per block, per phase/stage + permit issuance	Last increase approved by City Council in February 2024	\$168.78	\$172.83
Sidewalk closure (without lane closure), per parcel, per day + permit issuance	Last increase approved by City Council in February 2024	\$76.33	\$78.16



**Master Fee Schedule effective April 6, 2024**

<b>Description</b>	<b>Reference</b>	<b>Current Fee</b>	<b>New Fee</b>
Modify traffic signal control, per intersection, per change + permit issuance	Last increase approved by City Council in February 2024	\$1,396.43	\$1,429.94
Traffic Control - Only signage in Lomita ROW + permit issuance	Last increase approved by City Council in February 2024	\$30.10	\$30.82
<b>Other</b>			
Other use of Right of Way, per day, per 50 feet + permit issuance	Last increase approved by City Council in February 2024	\$291.33	\$298.32
Permit - Long term use of public right of way, per year (i.e. awning, sign) + permit issuance	Last increase approved by City Council in February 2024	\$215.00	\$220.16
Easement request processing (permanent use of ROW) or City needed easement due to access needs of approved design	Last increase approved by City Council in February 2024	\$2,279.00	\$2,333.69
Work done without a permit	Last approved by City Council in January 2022	Cost of permit + 15%	No Change
Permit issuance	Last increase approved by City Council in February 2024	\$43.00	\$44.03
Permit Work requiring a bond	Last increase approved by City Council in February 2024	\$1,290.00	\$1,320.96