



CITY OF LAWDALE
AGENDA OF THE LAWDALE
CITY COUNCIL REGULAR MEETING

Tuesday, February 18, 2025, 6:30 PM
Council Chambers
14717 Burin Ave
Lawndale, CA 90260

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

How to observe the Meeting:

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

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

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

A. CALL TO ORDER AND ROLL CALL

B. CEREMONIALS (Flag Salute and Inspiration)

C. PUBLIC SAFETY REPORT

1. Los Angeles County Sheriff's Department Update

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

E. COMMENTS FROM COUNCIL

F. CONSENT CALENDAR

Items F.2 through F.9 will be considered and acted upon under one motion unless a City Councilmember removes individual items for further City Council consideration or explanation.

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

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

3. Accounts Payable Register

— Recommendation: that City Council adopts Resolution No. CC-2502-009 authorizing the payment of certain claims and demands in the amount of \$598,436.16.

4. Minutes of the Lawndale City Council Regular Meeting - February 3, 2025

— Recommendation: that the City Council approve the minutes.

5. Beautification Committee Appointments for 2025-2027 Term

— Recommendation: that the City Council 1.) Approve the Mayor's appointments by directing staff to insert the appointees' names in Section 1 and 2 of Resolution No. CC-2502-011; and 2.) Adopt Resolution No. CC-2502-011 as amended.

6. Parks, Recreation and Social Services Commission Appointments for 2025-2027 Term

— Recommendation: that the City Council 1.) Approve the Mayor's appointments by directing staff to insert the appointees' names in Section 1 and 2 of Resolution No. CC-2502-014; and 2.) Adopt Resolution No. CC-2502-014 as amended.

7. Personnel Board Appointments for 2025-2027 Term

— Recommendation: that the City Council 1.) Approve the Mayor's appointments by directing staff to insert the appointees' names in Section 1 and 2 of Resolution No. CC-2502-013; and 2.) Adopt Resolution No. CC-2502-013 as amended.

8. Planning Commission Appointments for 2025-2027 Term

— Recommendation: that City Council 1.) Approve the Mayor's appointments by directing staff to insert the appointees' names in Section 1 and 2 of Resolution No. CC-2502-010; and 2.) Adopt Resolution No. CC-2502-010 as amended.

9. Senior Citizen Advisory Committee Appointments for 2025-2027 Term

— Recommendation: that the City Council 1.) Approve the Mayor's appointments by directing staff to insert the appointees' names in Section 1 and 2 of Resolution No. CC-2502-012; and 2.) Adopt Resolution No. CC-2502-012 as amended.

G. ADMINISTRATION

10. Introduction and First Reading of Ordinance No. 1209-25, Amending Section 2.04.040 of Title 2 of the Lawndale Municipal Code Regarding City Clerk Compensation

— Recommendation: that City Council: 1) Introduce for first reading by title only and waive further reading of Ordinance No. 1209-25, amending Chapter 2.16 of the Lawndale Municipal Code Regarding Compensation for Elected City Clerk to become effective 30 days after the second reading of the ordinance; and 2) authorize the Director of Finance/City Treasurer to appropriate \$2,100 from the General Fund to the Salaries – Elected Officials line item 100.130.501.200; OR 3) provide other direction to the City Manager and staff, if any.

11. Mid-Year Budget Update for Fiscal Year 2024-2025

— Recommendation: that the City Council approve all recommended budget amendments noted in the Mid-Year Update for FY 2024-2025.

12. 2025 Fireworks Applications Approval

— Recommendation: that City Council approve or deny conditional permits to sell fireworks to the three applicants listed above or take other action if deemed appropriate.

13. Measure M Application

— Recommendation: that the City Council authorizes staff to submit the application requesting Measure M funding for the Local Travel Network.

H. CITY MANAGER REPORT

I. ITEMS FROM CITY COUNCIL MEMBERS

14. Discussion of South Bay Cities Council of Governments Membership Dues Increase for FY 2025-26

Requested by Mayor Pro Tem Pat Kearney.

— Recommendation: that the City Council: 1) discuss the SBCCOG annual membership dues increase for fiscal year 2025-2026; and 2) provide direction to staff, if necessary.

15. Report of Attendance at Meetings

J. ADJOURNMENT

The next regularly scheduled meeting of the City Council will be held at 6:30 p.m. on March 3, 2025, in the Lawndale City Hall Council Chamber, 14717 Burin Avenue, Lawndale, California.

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

I hereby certify under penalty of perjury under the laws of the State of California that the agenda for the regular meeting of the City Council to be held on February 18, 2025, was posted not less than 72 hours prior to the meeting.

/s/ Yvette Palomo

Yvette Palomo, Assistant City Clerk

Date Posted: February 13, 2025



CITY OF LAWNDALE

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

DATE: February 18, 2025

TO: Honorable Mayor and City Council

FROM: Dr. Sean M. Moore, City Manager

PREPARED BY: Vanesa Alvarez, Administrative Assistant

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

RECOMMENDATION

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



CITY OF LAWNDALE

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

DATE: February 18, 2025
TO: Honorable Mayor and City Council
FROM: Dr. Sean M. Moore, City Manager
PREPARED BY: Hrant Manuelian, Finance Director/City Treasurer
SUBJECT: **Accounts Payable Register**

RECOMMENDATION

Staff recommends that City Council adopts Resolution No. CC-2502-009 authorizing the payment of certain claims and demands in the amount of \$598,436.16.

Attachments

[A. CC-2502-009 - AP Resolution - Feb. 18, 2025.pdf](#)

ATTACHMENT A

RESOLUTION NO. CC-2502-009

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWNDAL, CALIFORNIA
AUTHORIZING CERTAIN CLAIMS AND DEMANDS
IN THE SUM OF \$598,436.16**

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

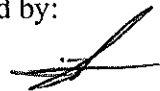
SECTION 1. That in accordance with Sections 37202 and 37209 of the Government Code,
the Director of Finance, as certified below, hereby attests to the accuracy of these demands and to the
availability of funds for the payment thereof.

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

SECTION 3. That the claims and demands paid by check numbers 207063 through 207125
for the aggregate total of \$598,436.16 are hereby authorized.

Effective Date: February 18th, 2025

Approved by:



Hrant Manuelian, Director of Finance

Gregory M. Murphy, City Attorney

PASSED, APPROVED AND ADOPTED this 18th day of February 2025.

Robert Pullen-Miles, Mayor

ATTEST:

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

I, Erica Harbison, City Clerk of the City of Lawndale, California, do hereby certify that the City Council of the City of Lawndale duly approved and adopted the foregoing Resolution No. CC-2502-009 at a regular meeting of said Council held on the 18th day of February 2025, by the following roll call vote:

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

Erica Harbison, City Clerk

City of Lawndale
Summary of Audited Claims and Demands

Claims and Demands Paid By Check:

		Check Number		Aggregate Total
Check Date	Beginning		Ending	
1/30/2025	207063		207091	41,900.50
2/6/2025	207092		207125	556,535.66
Total Checks				598,436.16

Claims and Demands Paid By Electronic ACH Transfer:

Date	Name of Payee	Description	Amount
Total ACH Payments			0.00
Total Audited Claims and Demands Paid			598,436.16

Check Register Report

Date: 02/10/2025

Time: 8:54 am

Page: 1

City of Lawndale

BANK: WELLS FARGO BANK N.A

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
207063	01/30/2025	Printed		8319	C&S GARDEN CENTER	POINSETTIAS - ANGEL TREE	429.98
207064	01/30/2025	Printed		4333	CALIF BLDG STANDARDS COMMISSIO	SURCHARGE QTR ENDING	104.00
207065	01/30/2025	Printed		0190	COLONIAL LIFE & ACCIDENTS, INC	JAN. 2025-INS PRE-TAX/POST TAX	2,238.06
207066	01/30/2025	Reconciled		0216	DELTA DENTAL	JAN. 2025 DENTAL PREMIUM	2,537.22
207067	01/30/2025	Printed		0389	DELTA DENTAL INSURANCE COMPANY	JAN. 2025 DENTAL PREMIUM	255.90
207068	01/30/2025	Printed		0218	DEPARTMENT OF JUSTICE	FINGERPRINTING APPS(2)-	96.00
207069	01/30/2025	Printed		8129	DEPT OF CONSERVATION	Q4 2024 - STRONG MOTION FEES	157.59
207070	01/30/2025	Printed		6636	FRONTIER COMMUNICATIONS	FAX LINE & INTERNET FOR PWD	255.25
207071	01/30/2025	Reconciled		0441	GOLDEN STATE WATER CO.	WATER USAGE SERVICES	16,192.41
207072	01/30/2025	Reconciled		8150	HEALTH AND HUMAN RESOURCE	JAN. 2025 EMPLOYEE ASSIST	74.52
207073	01/30/2025	Printed		8399	INNOVATIVE LIGHT DESIGNS	HOLIDAY LIGHTS FOR ANGEL TREE	3,019.00
207074	01/30/2025	Reconciled		6134	JOHN MARTINEZ	PLANNING COMMISSION STIPEND	50.00
207075	01/30/2025	Printed		7890	ODP BUSINESS SOLUTIONS LLC	OFFICE SUPPLIES	121.88
207076	01/30/2025	Reconciled		8518	PACIFIC TIRE OF LAWNDAL	2 NEW TIRES & WHEEL ALIGNMENT	505.00
207077	01/30/2025	Reconciled		7047	PRECISION AUTO CARE, INC	DIAGNOSTIC FEE - VEH# 515	328.84
207078	01/30/2025	Reconciled		7764	NI KAL S. PRICE	PLANNING COMMISSION STIPEND	100.00
207079	01/30/2025	Printed		6123	PRUDENTIAL OVERALL SUPPLY	WEEKLY COVERALL CHARGES	241.36
207080	01/30/2025	Reconciled		5895	RICOH USA INC	USAGE CHARGES FOR COPIERS-	1,756.86
207081	01/30/2025	Reconciled		8519	LUIS RODRIGUEZ	REIMB. - CA BOARD FOR PROF.	180.00
207082	01/30/2025	Reconciled		2051	MADONNA SITKA	PLANNING COMMISSION STIPEND	100.00
207083	01/30/2025	Printed		6680	SCOTT SMITH	PLANNING COMMISSION STIPEND	50.00
207084	01/30/2025	Printed		0458	THE SALVATION ARMY	MEALS ON WHEELS - DEC. 2024	1,605.00
207085	01/30/2025	Printed		2002	THE STANDARD, UNIT 22	LIFE,AD&D,LTD INSURANCE PREM -	1,690.32
207086	01/30/2025	Printed		3672-FLEET	U.S. BANK VOYAGER FLEET SYS	FLEET SERVICES-FUEL	3,306.33
207087	01/30/2025	Reconciled		6790	U.S. BANK-GLOBAL CORPORATE	LOAN # 04-090 A/C # 253252000	4,375.97
207088	01/30/2025	Printed		7768	UNITED SITE SERVICES	PORTABLE RESTROOM RENTAL	103.28
207089	01/30/2025	Reconciled		4526	URBAN RESTORATION GROUP	GRAFFITI REMOVAL SUPPLIES	648.71
207090	01/30/2025	Reconciled		6112	DANIEL URRUTIA	PLANNING COMMISSION STIPEND	100.00
207091	01/30/2025	Reconciled		0479	VISION SERVICE PLAN	VISION PREMIUM JAN. 2025	1,277.02

Total Checks: 29

Checks Total (excluding void checks): 41,900.50

Total Payments: 29

Bank Total (excluding void checks): 41,900.50

Total Payments: 29

Grand Total (excluding void checks): 41,900.50

Check Register Report

Date: 02/05/2025
 Time: 5:39 pm
 Page: 1

City of Lawndale

BANK: WELLS FARGO BANK N.A

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
207092	02/06/2025	Printed		0112	ALL CITY MANAGEMENT SVCS, INC	SCHOOL CROSSING GUARD SERVICES	8,669.47
207093	02/06/2025	Printed		7052	AMALEA JOY FISHER, LLC	INSTRUCTOR FEES - SENIOR	1,126.25
207094	02/06/2025	Printed		2871	MANUEL AMARAL	PLANNING DEPOSIT REFUND	481.81
207095	02/06/2025	Printed		8521	SUSANA AMARAL	CONS & DEMO DEPOSIT REFUND	4,287.83
207096	02/06/2025	Printed		7660	ARAMSCO INC	CUSTODIAL SUPPLIES	1,854.17
207097	02/06/2025	Printed		7785	BERICOM DESIGN	NETWORK MAINTENANCE & SUPPORT	13,565.82
207098	02/06/2025	Printed		2829	BEKIM BERISHA	SURGE PROTECTOR - PWD	37.97
207099	02/06/2025	Printed		7766	BURKE, WILLIAMS &	LEGAL SERVICES - DEC. 2024	45,908.62
207100	02/06/2025	Printed		0163	CAPITAL OF SOUTH BAY INC.	LAMP LIGHT & BASE- HOPPER PARK	74.83
207101	02/06/2025	Printed		7889	CHARTER COMMUNICATIONS	INTERNET SERVICES	1,854.15
207102	02/06/2025	Printed		0615	CLEANSTREET, LLC	DEBRIS HANDLING SERVICES -	29,352.29
207103	02/06/2025	Printed		0219	COUNTY OF LA DEPT OF PUBLIC WK	TRAFFIC SIGNAL MAINT.-	22,571.12
207104	02/06/2025	Printed		0219	COUNTY OF LA DEPT OF PUBLIC WK	PROP 218 PARCEL MAILING LIST:	220.91
207105	02/06/2025	Printed		8307	DEVELOPERS GENERAL CONTRACTING	CITY HALL & PW IMPROV. PROJECT	315,504.24
207106	02/06/2025	Printed		8345	BIOLETA ESCOBEDO	FY 24/25 TUITION REIMBURSEMENT	512.55
207107	02/06/2025	Printed		6530	GENERAL INDUSTRIAL TOOL & SUPP	SAFETY JACKETS & RAIN GEAR -	784.47
207108	02/06/2025	Printed		5296	HD SIGNS SERVICES	JACKET W/ PW LOGO - PWD	27.56
207109	02/06/2025	Printed		8359	DANIEL JASON HEMMENS	SAXOPHONE PERF. - SENIOR	450.00
207110	02/06/2025	Printed		4639	INSIGHT PUBLIC SECTOR INC	WEBCAM FOR VIDEO CONFERENCING	606.49
207111	02/06/2025	Printed		7940	MARIPOSA LANDSCAPES, INC	LANDSCAPE MAINTENANCE SERVICES	71,947.76
207112	02/06/2025	Printed		8522	OSCAR MARTINEZ	PLANNING DEPOSIT REFUND	1,445.19
207113	02/06/2025	Printed		7227	OCCUPATIONAL HEALTH CENTERS	PREEMPLOY PHYSICAL EXAM	27.00
207114	02/06/2025	Printed		8523	ALONSO ORTIZ	CONS & DEMO DEPOSIT REFUND	210.00
207115	02/06/2025	Printed		6812	SOUTH L.A. STATION FUND	BAKER TO VEGAS RUN 2025	500.00
207116	02/06/2025	Printed		8177	SOUTHWEST PATROL, INC.	ARMED SECURITY SERVICES -	10,200.00
207117	02/06/2025	Printed		0444	SPCA LA	ANIMAL SHELTERING SERVICES -	13,400.00
207118	02/06/2025	Printed		6349	STEAMX, LLC	SERVICE FOR PRESSURE	683.97
207119	02/06/2025	Printed		8120	TUCKER TOURS, LLC	TRAVEL CLUB - NIXON LIBRARY ON	4,930.00
207120	02/06/2025	Printed		3672-ASD	U.S. BANK	CREDIT CARD PAYMENT	928.26
207121	02/06/2025	Printed		3672-FIN	U.S. BANK	CREDIT CARD PAYMENT	2,470.69
207122	02/06/2025	Printed		7768	UNITED SITE SERVICES	PORTABLE RESTROOM RENTAL	103.28
207123	02/06/2025	Printed		8520	UNIVERSAL HEATING & AIR	HVAC SERVICE CALL - PWD	125.00
207124	02/06/2025	Printed		0480	VISTA PAINT	GRAFFITI SUPPLIES	836.47
207125	02/06/2025	Printed		7147	WEST COAST FIRE PROTECTION	ANNUAL FIRE EXTINGUISHER	837.69

Total Checks: 34

Checks Total (excluding void checks): 556,535.66

Total Payments: 34

Bank Total (excluding void checks): 556,535.66

Total Payments: 34

Grand Total (excluding void checks): 556,535.66

Council Meeting 2/18/2025
Details of US Bank Credit Card Charges & Petty Cash Expenses

Date	Vendor	Description	Amount
Vendor# 3672-ASD			
11/27/2024	B&H Photo	2 Camera Cases & 2 Battery Plate Adapters	640.55
12/2/2024	Zoom.U	Subscription - Webinar 500 Monthly	100.22
12/5/2024	Panera Bread	Lunch For Raters - Director Of CDD Oral Board	99.69
12/17/2024	Party City	Supplies For Oath Of Office 12/16/24	75.82
12/16/2024	Sprouts	Water For City Council	11.98
Check Date 2/06/2025; Check# 207120			\$ 928.26

Date	Vendor	Description	Amount
Vendor# 3672-FIN			
1/6/2025	Microsoft	Microsoft 365 Business Standard - license adjustment 12/01/24 - 12/31/25	425.75
1/6/2025	Amazon	Screen & projector for CSD meeting room \$64.37+ \$303.66 = \$368.03 - returned - will get credit	64.37
1/7/2025	Amazon	Screen & projector for CSD meeting room \$64.37+ \$303.66 = \$368.03 - returned - will get credit	303.66
1/8/2025	CSMFO	CSMFO - Annual membership fee - Hrant Manuelian	150.00
1/8/2025	CSMFO	CSMFO - Annual membership fee - Hrant Manuelian - duplicate payment - will be refunded	150.00
1/8/2025	CSMFO	CSMFO Annual Conference fee for Hrant Manuelian	700.00
1/8/2025	CSMFO	CSMFO Annual Conference fee for David Toledo	700.00
1/13/2025	Microsoft	Microsoft 365 Business Basic - license adjustment 12/01/24 - 12/31/25	(23.09)
Check Date 2/06/2025; Check# 207121			\$ 2,470.69

Petty Cash

*No petty cash replenishment during this period.



CITY OF LAWNDALE

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

DATE: February 18, 2025
TO: Honorable Mayor and City Council
FROM: Dr. Sean M. Moore, City Manager
PREPARED BY: Vanesa Alvarez, Administrative Assistant
Yvette Palomo, Assistant City Clerk
SUBJECT: **Minutes of the Lawndale City Council Regular Meeting - February 3, 2025**

RECOMMENDATION

Staff recommends that the City Council approve the minutes.

Attachments

[A. City-Council-Regular-Meeting-02-3-2025-minutesdraft.pdf](#)

ATTACHMENT A

DRAFT MINUTES
LAWNDALE CITY COUNCIL REGULAR MEETING
February 3, 2025

A. CALL TO ORDER AND ROLL CALL

Mayor Pullen-Miles called the meeting to order at 6:31 p.m. in the City Hall Council Chamber, 14717 Burin Avenue, Lawndale, California.

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

Other Participants: City Manager Sean M. Moore, City Attorney Gregory M. Murphy, City Clerk Erica Harbison, Assistant City Clerk Yvette Palomo, Deputy City Manager/Director of Human Resources Raylette Felton, Los Angeles County Sheriff's Department Captain Nicole Palomino, Los Angeles County Fire Department Acting Assistant Chief Brian Kane, Municipal Services Director Michael Reyes, Finance Director Hrant Manuelian, Community Services Director Jason Minter, Public Works Director Lucho Rodriguez, Community Development Director Peter Kann

B. CEREMONIALS (Flag Salute and Inspiration)

Councilmember Cuevas led the flag salute. Pastor Matthew Harbison of Lawndale Wesleyan Church provided the inspiration.

C. PUBLIC SAFETY REPORT

1. Los Angeles County Sheriff's Department Update

Captain Palomino summarized the recent law enforcement activities.

2. Los Angeles County Fire Department Update

Acting Fire Assistant Chief Brian Kane summarized the recent fire department activities.

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

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

Dulce Stein, ESMoA Staff, announced the museum's upcoming events.

Chelsea Schreiber, Resident, commented on the high percentage of student absenteeism due to Immigrations and Customs Enforcement (ICE) patrols, asked if the City can publish information on the matter and commented about the toxicity of soil and soil testing at the Metro Right-of-Way (ROW).

E. COMMENTS FROM COUNCIL

Councilmember Talavera thanked everyone for attending tonight's meeting, asked if the library's events are posted on their website, thanked ESMoA for the information and requested information be provided to residents about ICE patrols.

City Manager Moore responded that he would follow up with the request to provide information to residents about ICE patrols.

Councilmember Suarez requested that the Procedural Guidelines for the Conduct of City Council Meetings be made available on the City website.

Councilmember Cuevas asked if information can be provided about soil testing on the ROW.

Mayor Pro Tem Kearney thanked everyone for attending tonight's meeting.

Mayor Pullen-Miles commented on soil testing of the ROW, ICE patrols affecting student attendance and requested information about ICE patrols be posted on the City's website.

City Manager Moore responded that staff will follow up on soil testing of the ROW.

F. CONSENT CALENDAR

A motion was made by Mayor Pro Tem Kearney and seconded by Councilmember Suarez to approve the consent calendar. The motion passed by a vote of 4-1 with Councilmember Cuevas abstaining.

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

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

4. Accounts Payable Register

— Recommendation: that City Council adopts Resolution No. CC-2502-007 authorizing the payment of certain claims and demands in the amount of \$901,800.42.

5. Minutes of the Lawndale City Council Regular Meeting - January 21, 2025

— Recommendation: that the City Council approve the minutes.

G. PUBLIC HEARING

6. Introduction of Ordinance No. 1208-25 to Amend Title 17 of the Lawndale Municipal Code to Update the City's Accessory Dwelling Unit Regulations In Compliance with State Laws

— Recommendation: that the City Council 1.) Conduct a public hearing; 2.) Determine that the Ordinance No. 1208-25 is exempt from the California Environmental Quality Act ("CEQA") pursuant to Section 15061(b)(3) of the CEQA Guidelines; and 3.) Introduce for first reading by title only Ordinance No. 1208-25, an Ordinance amending the Lawndale Municipal Code regarding Accessory Dwelling Units to reflect recent changes in state law, and waive further reading.

Community Development Director Kann presented the staff report.

Mayor Pullen-Miles opened the public hearing at 7:01 p.m.

There was no one wishing to speak.

Mayor Pullen-Miles closed the public hearing at 7:01 p.m.

City Attorney Murphy read the ordinance by title only.

A motion was made by Councilmember Cuevas and seconded by Councilmember Talavera determining that the Ordinance No. 1208-25 is exempt from the California Environmental Quality Act ("CEQA") pursuant to Section 15061(b)(3) of the CEQA Guidelines and introduced for first reading by title only Ordinance No. 1208-25, an Ordinance amending the Lawndale Municipal Code regarding Accessory Dwelling Units to reflect recent changes in state law, and waive further reading. The motion passed by a vote of 5-0.

H. ADMINISTRATION

7. Approval of the Youth Development Center and Skatepark Conceptual Design

— Recommendation: that the City Council review and approve the proposed Conceptual Design for the Youth Development Center and Skatepark (Attachment C) and affirm the Categorical Exemptions and

Community Services Director Minter thanked the previous Community Services Director for his work on the project, and stakeholders for their input on the project design.

Kyle Ing, BOA Architecture Project Designer and Manager, presented the staff report.

Mayor Pro Tem Kearney asked if the glass is going to be non-graffiti, is a café being built, and commented on the type of lettering on the side of the building.

Kyle Ing responded that there are non-graffiti designs that can be introduced, the café is a social gathering space, not an actual Cafe, and building signage will be clear.

Community Services Director Minter commented that an area where students can eat after school snacks was requested by the Youth Advisory Committee (YAC).

Councilmember Suarez asked where records are going to be stored, is there sufficient space for file storage and for the public to access services.

Community Services Director Minter responded that there is storage designated for the Municipal Services Department.

Municipal Services Director Reyes responded that there is sufficient space planned for their needs and for public to access services.

In response to Mayor Pullen-Miles' and Mayor Pro Tem Kearney's questions, Community Director Minter stated that the skate park is for all ages and access will not be regulated.

In response to Councilmember Talavera's questions, Community Services Director Minter stated that the Community Services Department will oversee the YDC, activities will be programmed at the park, signage will be posted announcing events, amenities will cater to skaters of all levels, park hours will be from dusk to dawn, there will not be lighting at the park, three separate community meetings were held for community input, an electronic survey was sent to schools for students to provide input, and that a separate budget discussion needs to take place to discuss the future cost of regular maintenance repairs and staffing. Community Services Director Minter responded that classes are planned to be offered in different areas of the YDC, and that there is the potential to rent space to the community; however, the priority is to provide teen resources.

BOA Staff commented that the needs of the community were taken into consideration when designing the skate park.

Councilmember Suarez asked if the library garden will be kept, and offered to provide crafts classes to youth.

Community Services Director Minter responded that the library garden will not be kept.

Mayor Pullen-Miles commented that the YDC is being created for the youth to be productive and have conferences and training.

In response to Councilmember Suarez's questions, City Manager Moore responded that staff will look into fundraisers, including participation by the Parks, Recreation, and Social Services Commission.

A motion was made by Councilmember Cuevas and seconded by Mayor Pro Tem Kearney to approve the proposed Conceptual Design for the Youth Development Center and Skatepark (Attachment C) and affirm the Categorical Exemptions and Categorical Exclusion. The motion passed by a vote of 5-0.

8. Emergency Alert Registration Process

— Recommendation: that City Council receive and file this report.

Municipal Services Director Reyes presented the staff report.

Municipal Services Director Reyes introduced the new Emergency Preparedness Coordinator, Dr. Yoon Ah Shin.

Mayor Pro Tem Kearney encouraged everyone to register to receive emergency alerts.

In response to Councilmember Cuevas's and Mayor Pullen-Miles's questions, Municipal Services Director Reyes stated that over 100 residents have registered, messages sent out are limited to emergency alerts and the system is being advertised via social media, the website and at Neighborhood Watch meetings.

In response to Mayor Pullen-Miles's question, Dr. Shin stated that she requested the local school district to post the flyers at school sites.

By consensus, the City Council received and filed this report.

9. Solar LED Blinking Stop Signs

— Recommendation: that the City Council review the information contained in this report, discuss, and provide direction to staff for future implementation of these devices.

Public Works Director Rodriguez presented the staff report.

Councilmember Talavera asked if there is any supporting data that blinking stop signs change traffic driving habits, if the cost of the batteries has been considered, and if the funds allocated toward this project are restricted.

Public Works Director Rodriguez responded that there is no data supporting that stop signs change traffic driving habits and explained that blinking stop signs are to support hard to see stop signs.

Finance Director Manuelian and City Manager Moore explained that funds have not been allocated to this project and the budget will need to be reviewed to allocate funding if the project is approved.

Public Works Director Rodriguez commented that this agenda item was presented for informational purposes.

Mayor Pro Tem Kearney commented on the 444 stop signs that are currently being replaced, vehicles failing to stop at stop signs, graffiti on new stop signs and requested additional information on blinking stop signs.

In response to Councilmember Suarez's questions, Public Works Director Rodriguez stated that 444 old, faded stop signs are being replaced, and lights on the stop signs attract drivers' attention during low visibility.

Mayor Pullen-Miles commented that the reflective tape on stop signs make signs more visible and requested information on installing reflective tape on the stop signs.

Mayor Pullen-Miles opened public comments.

Matthew Harbison, Pastor, commented in favor of reflective tape on stop signs.

Andrew Blackney, Resident, commented in opposition to blinking stop signs and in favor of installing reflective tape on stop signs.

Patrick Fallon, Resident, suggested applying for private, state grant funding or partnerships with companies that gather data.

Mayor Pullen-Miles closed public comments.

Discussion ensued among City Councilmembers and staff about purchasing reflective tape for staff to install on stop signs to evaluate the effectiveness and determine which stop signs to install the reflective tape on.

By consensus, the City Council requested that staff install reflective tape and reflective plates on stop sign posts at in school zones and bring this item back at a future meeting.

10. Regional Early Action Plan 2 Grant - Program Objectives Discussion

— Recommendation: that the City Council 1.) Discuss the REAP 2.0 Grant Program; 2.) Direct staff to communicate to the Executive Director of the South Bay Cities Council of Governments that the City at this time is not interested in participating in the REAP 2.0 Grant Program; or 3.) Direct staff to communicate to the Executive Director of the South Bay Cities Council of Governments that the City is interested in participating in the REAP 2.0 Grant Program; or 4.) Provide further direction to staff.

Community Development Director Kann presented the staff report.

Councilmember Suarez provided history on the item as it relates to the South Bay Council of Governments (SBCCOG).

Councilmember Talavera suggested that the item be brought back with an accurate description of the program, and commented that he opposes high density housing.

A motion was made by Mayor Pro Tem Kearney and seconded by Councilmember Talavera directing staff to communicate to the Executive Director of the South Bay Cities Council of Governments that the City at this time is not interested in participating in the REAP 2.0 Grant Program. The motion passed by a vote of 5-0.

11. Approve the Disposal of Two Vehicles, One Air Compressor, and One Traffic Message Board

— Recommendation: that the City Council approve the sale of two vehicles, one air compressor, and one traffic message board through the City's standard public auction process facilitated by Ken Porter Auctions in Carson, California.

Public Works Director Rodriguez presented the staff report.

A motion was made by Mayor Pro Tem Kearney and seconded by Councilmember Cuevas to approve the sale of two vehicles, one air compressor, and one traffic message board through the City's standard public auction process facilitated by Ken Porter Auctions in Carson, California. The motion passed by a vote of 5-0.

12. Discussion of the Existing Software Used by City Departments

— Recommendation: that the City Council provide City Staff with direction.

Community Development Director Kann presented the staff report.

City Manager Moore provided the history of the item and stated that further discussion was requested by the City Council.

Discussion ensued among City Councilmembers and City Manager Moore about the City's current software services received, termination clauses of current service agreements, and cost-effective firm options.

Councilmember Talavera asked for clarification on the staff recommendation and asked Municipal Services Director Reyes if he supports keeping Citizenserve.

Municipal Services Director Reyes responded that Citizenserve does not meet all the Municipal Services Department needs.

Councilmember Suarez asked if there are only two companies that provide this service and would like the system to be user friendly.

Discussion ensued among City Councilmembers and Community Development Director Kann about the types of different systems and capabilities, specialized software, compatibility of software between departments, and current services received.

Mayor Pullen-Miles opened public comments.

There was no one wishing to speak.

Mayor Pullen-Miles closed public comments.

Discussion ensued among City Councilmembers regarding the issuance of a Request for Proposal (RFP), creation of a subcommittee to review the resident facing portion of responses to the RFP and creating a survey for affected department staff to provide input.

In response to Mayor Pullen-Miles's question, City Attorney Murphy stated that creating a subcommittee to review the resident facing portion of responses to the RFP is appropriate.

In response to Mayor Pro Tem Kearney's and Mayor Pullen-Miles's questions, City Manager Moore stated that staff will provide information on the expiration date of current agreements and their termination clauses.

By Consensus, the City Council directed staff to prepare an RFP for software programs, established a Software Technology Citywide Ad Hoc Subcommittee and appointed Mayor Pro Tem Kearney and Councilmember Suarez to serve on the subcommittee.

13. Consideration of Professional Legislative Lobbyist Services RFP

— Recommendation: that City Council: 1) review the Request for Proposals (RFP) received from the responding firms and provide further direction to staff to proceed with a selection process for lobbying services, which may include establishing a selection committee; or 2) provide other direction to staff as appropriate.

Deputy City Manager/Human Resources Director Felton presented the staff report.

Mayor Pro Tem Kearney commented that a lobbyist can help procure funding for City projects.

In response to Councilmember Talavera's question, Deputy City Manager/Human Resources Director Felton responded that a lobbyist was requested to advocate at the federal level for potential grant opportunities.

Councilmember Cuevas asked if the contract will have a term limit, could the contract be terminated sooner, would the lobbyist be able to locate the funding needed for the YDC, who will oversee the position, and can candidates be interviewed.

Deputy City Manager/Human Resources Director Felton responded that the City Manager's Department would oversee the position, a plan for staffing the position and determining its goals would need to be developed; and City Councilmembers would be able to interview candidates.

City Attorney Murphy commented that the interview of the candidates can be done during a special meeting of the City Council.

In response to Councilmember Suarez's question, City Manager Moore provided the history of the City receiving an informational proposal from a firm.

Councilmember Suarez suggested submitting an RFP identifying the areas of focus, hiring on a retainer basis, and establishing a service timeframe.

Discussion ensued among City Councilmembers, City Manager Moore and City Attorney Murphy regarding hiring on a retainer basis, establishing a timeframe, identifying areas of focus, and reviewing candidates' lobbying history and asking firms that responded to the RFP to provide additional proposals.

By consensus, the City Council directed staff to request additional information from the four (4) responsive firms to include the cost to lobby for funding to close the funding gap for the Youth Development Center project; the timeframe to secure funding for the YDC project; and schedule interviews with the firms at a future City Council meeting.

14. Purchasing Policy Reorganization and Amendment to Authorize City Manager Purchases in Specified Situations

— Recommendation: that the City Council review the proposed changes and adopt Resolution No. CC-2409-095 making the changes to the purchasing policy.

City Attorney Murphy presented the staff report.

Discussion ensued among the City Councilmembers and City Attorney Murphy regarding emergency circumstances, purchasing policies of other cities, threshold purchase amounts, and recent emergency purchases.

City Manager Moore commented that the current threshold limits are sufficient.

Councilmember Suarez proposed that City Manager Moore, in conjunction with the Mayor, receive the authority to make purchases.

A motion was made by Mayor Pro Tem Kearney and seconded by Councilmember Cuevas to adopt Resolution No. CC-2409-095 with the following amendment to the purchasing policy: In case of emergency, the City Manager (with the concurrence of the Mayor, or if the Mayor is unavailable then with the concurrence of another Council Member), may dispense with bidding and procure goods or services necessary to alleviate the emergency situation. The motion passed by a vote of 5-0.

15. Approval of Senior Citizen Advisory Committee Resolution

— Recommendation: that the City Council approve Resolution No. CC 2502-008 modifying Council Policy 94-09 by reducing the number of appointed positions from twelve (12) to seven (7) for the Senior Citizen Advisory Committee.

Community Services Director Minter presented the staff report.

Mayor Pro Tem Kearney suggested reducing the number of positions appointed to five.

Councilmember Cuevas asked if the item can be brought back if the number of appointed positions needed to be reduced.

A motion was made by Mayor Pro Tem Kearney and seconded by Councilmember Cuevas to approve Resolution No. CC 2502-008 modifying Council Policy 94-09 by reducing the number of appointed positions from twelve (12) to seven (7) for the Senior Citizen Advisory Committee. The motion passed by a vote of 5-0.

I. CITY MANAGER REPORT

City Manager Moore commented that he was invited to a management meeting by a consulting firm regarding Metro, will be attending the League of California Cities City Managers Conference and thanked the City Councilmembers for making the YDC skate park all ages.

J. ITEMS FROM CITY COUNCILMEMBERS

16. Consideration of Compensation Increase for City Clerk

— Recommendation: that the City Council 1) review and discuss this report regarding the City Clerk compensation; and 2) discuss and provide direction to staff regarding the total monthly compensation amount to be added to the draft ordinance amending Chapter 2.16 of the Lawndale Municipal Code regarding compensation for the City Clerk; or 3) provide other direction to the City Manager and staff.

Deputy City Manager/ Human Resources Director Felton presented the staff report.

Councilmember Suarez asked if health benefits costs were taken into consideration.

Mayor Pro Tem Kearney provided history on the item and commented in support of increasing the City Clerk's compensation by \$350.

Discussion ensued among City Councilmembers regarding the compensation increase for the City Clerk.

Councilmember Suarez commented that she will be voting against a compensation increase because the position is ceremonial.

Mayor Pullen-Miles opened public comments.

Joshua Gorman, Resident, commented on rising living costs, stated that the last wage raise for the City Clerk position was 16 years ago, and commented in support of the City Clerk receiving a compensation increase.

Chelsea Schreiber, Resident, commented in support of the City Clerk receiving a compensation increase.

Mayor Pullen-Miles closed public comments.

A motion was made by Mayor Pro Tem Kearney and seconded by Councilmember Talavera to add the total monthly compensation amount of \$700 be added to the draft ordinance amending Chapter 2.16 of the Lawndale Municipal Code regarding compensation for the City Clerk. The motion passed by a vote of 4-1, with Councilmember Suarez voting no.

17. Code Enforcement Process

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

Municipal Services Director Reyes presented the staff report.

Councilmember Suarez asked if there is a code enforcement manual.

Municipal Services Director Reyes responded that there is no code enforcement manual, training is provided to staff on the processes and staff are certified by the California Governing Board on code enforcement regulations.

Discussion ensued among City Councilmembers and staff about internal written policies, staff procedures to be made public, and how complaints are addressed.

In response to Councilmember Suarez's questions, Municipal Services Director Reyes responded that there are multiple ways staff investigates complaints, such as reviewing City records about the property, visual inspection from the sidewalk, talking with tenants, improvements announced on home selling websites,

open houses, and when the property owner denies access to code enforcement staff to inspect the property, an inspection warrant can be obtained with sufficient evidence to request it.

Discussion ensued among Councilmembers and Municipal Services Director Reyes regarding types of complaints received, violation notices issued, timeframe of enforcement follow-up, extensions provided due to extenuating circumstances, conditionally approved plans for open cases, how complaints are handled when there is evidence that the homeowner is following up on violation notices and the process of administrative hearings.

Councilmember Suarez requested the process be outlined and a workshop be held to address the effectiveness of the process.

Mayor Pullen-Miles opened public comments.

Randall Abram, Resident, commented on how code enforcement staff have responded and assisted in enforcing City municipal codes, and would like for code enforcement to be to be proactive instead of reactive.

Mayor Pullen-Miles closed public comments.

Councilmember Suarez commented on a family member's code enforcement case, and that she would like for processes to be transparent.

Municipal Services Director Reyes commented that he aims for transparency and encouraged residents to speak with him about their violation citation process.

Councilmember Cuevas commented that residents have reported to her that they feel targeted after they receive code enforcement notices.

In response to Councilmember Cuevas's questions, Municipal Services Director Reyes stated that staff enforces the Lawndale Municipal Code in response to complaints, extensions are given when residents communicate with them, violation notices are mailed, he will look into mailing notices via certified mail, and staff cannot control the complaints they receive but must follow up.

Councilmember Talavera commented that residents should be treated with dignity and respect throughout the process and gave examples of his own experiences with Code Enforcement staff.

Councilmember Suarez requested the code enforcement process be outlined to promote transparency and to assist the residents in understanding the process and asked how many code enforcement cases are dismissed.

City Attorney Murphy responded that in general the criminal process leads to compliance with the oversight of a judge, and he will provide a report of how many cases have been dismissed since his firm was hired.

Councilmember Suarez requested that the department's policy manual be updated and shared with residents.

City Manager Moore commented that the policy manual will be updated and brought back to the City Council.

By consensus, the City Council requested a code enforcement workshop and received and filed this report.

18. Consideration and Direction Regarding Funding for Bus Transportation

— Recommendation: that the City Council: 1) review and discuss this item; 2) authorize and direct the Director of Finance/City Treasurer to appropriate \$6,200 from the General Fund to account number 100-160-530.100 Contract Services to fund bus transportation for Lawndale residents attending the Metro C Line (Green) Project meeting; OR 2) provide other direction to the City Manager and staff, if any.

Deputy City Manager/ Human Resources Director Felton presented the staff report.

City Manager Moore stated that the previous time the City provided transportation for residents, it was a success.

In response to Councilmember Cuevas's question, City Manager Moore responded that transportation was provided to Lawndale residents only.

Councilmember Cuevas requested two buses from general funds be funded and to bring the item back if a third bus is required.

Mayor Pullen-Miles opened public comments.

Chelsea Schrieber, Resident, thanked the City Council for funding transportation to the Metro meeting, commented that 282 Lawndale residents took advantage of the transportation the City funded last time, and encouraged residents to attend the Metro meeting.

Mayor Pullen-Miles closed public comments.

A motion was made by Councilmember Cuevas and seconded by Councilmember Suarez to authorize and direct the Director of Finance/City Treasurer to appropriate \$6,200 from the General Fund to account number 100-160-530.100 Contract Services to fund bus transportation for Lawndale residents attending the Metro C Line (Green) Project meeting. The motion passed by a vote of 4-1 with Mayor Pullen-Miles absent.

19. Report of Attendance at Meetings

Councilmember Talavera attended an ESMoA orientation, and the League of California Cities Mayors and Councilmembers Academy.

Councilmember Suarez attended South Bay Cities Council of Governments (SBCCOG) Board of Directors meeting.

Councilmember Cuevas requested the cost of staffing parks Thursdays and Fridays in the evening and all day Saturdays and Sundays, inquired about creating vertical parking on wide streets, asked how many open code cases there are and how long they have been open, how many residents took advantage of the 30-day Amnesty Program, and the Shop Local Rebate Program.

City Manager Moore responded that staff would follow up on the requests.

Mayor Pro Tem Kearney had no meetings to report.

Mayor Pullen-Miles had no meetings to report.

K. CLOSED SESSION

20. Conference with Legal Counsel – Existing Litigation -

— The City Council will conduct a closed session, pursuant to Government Code section 54956.9(d)(1), to discuss existing litigation: Name of Case: City of Lawndale v. LA Investment, LLC (LA Superior Court Case No. 20TRCV00065).

21. Conference with Legal Counsel – Anticipated Litigation-

— The City Council will conduct a closed session pursuant to Government Code section 54956.9(d)(4), to discuss the potential initiation of litigation: one (1) case.

City Attorney Murphy announced that Agenda Item No. K.20 Conference with Legal Counsel - Existing Litigation and Agenda Item No. K.21 Conference with Legal Counsel - Anticipated Litigation will be continued to a future meeting.

By consensus, the City Council continued Agenda Item No. K.20 Conference with Legal Counsel - Existing Litigation and Agenda Item No. K.21 Conference with Legal Counsel - Anticipated Litigation will be continued to a future meeting.

L. ADJOURNMENT

There being no further business to conduct, Mayor Pullen-Miles adjourned the meeting at 10:54 p.m.

Robert Pullen-Miles, Mayor

Erica Harbison, City Clerk

DRAFT



CITY OF LAWNDAL

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

DATE: February 18, 2025
TO: Honorable Mayor and City Council
FROM: Dr. Sean M. Moore, City Manager
PREPARED BY: Vanesa Alvarez, Administrative Assistant
Yvette Palomo, Assistant City Clerk
SUBJECT: **Beautification Committee Appointments for 2025-2027 Term**

BACKGROUND

The City Council established, by Resolution No. CC-0103-26, the seven (7) member Beautification Committee ("Committee") of the City of Lawndale.

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

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

STAFF REVIEW

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

The City received eight (8) applications for appointment to the Committee.

The following applicants have been reviewed by Mayor Pullen-Miles and have been selected for appointment:

Dezalia Solomon	Olga Sierra Gonzalez*	Judy Oldziewski*
Joshua Hofmann Gorman	Blanca Cueva*	

A reappointment is indicated by an asterisk (*).

In anticipation that the Mayor would make the appointments and that the City Council would approve the appointments, staff has prepared Resolution No. CC-2502-011 for your consideration.

The term for these appointments will start on March 1, 2025, and end February 28, 2027.

LEGAL REVIEW

The City Attorney's Office has reviewed Resolution No. CC-2502-011 and approved it as to form.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that the City Council

1. Approve the Mayor's appointments by directing staff to insert the appointees' names in Section 1 and 2 of Resolution No. CC-2502-011; and
2. Adopt Resolution No. CC-2502-011 as amended.

Attachments

[A. Resolution No. CC-2502-011 Beautification Committee](#)

[B. Beautification Applicants Redacted](#)

ATTACHMENT A

RESOLUTION NO. CC-2502-011

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

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

WHEREAS, with the adoption of Resolution No. CC-1903-014 appointing five (5) members, Resolution No. CC-1911-056 appointing one (1) member, and Resolution No. CC-2001-005 appointing one (1) member, the City Council appointed Committee members respectively to a term that ended on February 28, 2021; and

WHEREAS, on March 1, 2021, the City Council adopted Resolution No. CC-2103-010 appointing four (4) members to serve on the Beautification Committee for a term beginning March 1, 2021, and ending February 28, 2023; and

WHEREAS, on June 21, 2021, the City Council adopted Resolution No. CC-2106-026 appointing one (1) member to serve on the Beautification Committee for a term beginning immediately and ending February 28, 2023; and

WHEREAS, on September 20, 2021, the City Council adopted Resolution No. CC-2109-039 appointing one (1) member to serve on the Beautification Committee for a term beginning immediately and ending February 28, 2023; and

WHEREAS, on March 6, 2023, the City Council adopted Resolution No. CC-2303-11 appointing five (5) members to serve on the Beautification Committee for a term beginning March 6, 2023, and ending February 28, 2025.

WHEREAS, on November 6, 2023, the City Council adopted Resolution No. CC-2311-043 appointing one (1) member to serve on the Beautification Committee for a term beginning immediately and ending February 28, 2025.

WHEREAS, on May 6, 2024, the City Council adopted Resolution No. CC-2405-070 appointing one (1) member to serve on the Beautification Committee for a term beginning immediately and ending February 28, 2025.

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

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

WHEREAS, eligible residents have submitted applications for appointment to the Committee; and

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

WHEREAS, the Mayor has appointed five (5) of the applicants on the Committee and the City Council wishes to ratify the appointments.

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

SECTION 1. The City Council approves the Mayor's reappointment of _____, _____, and _____ to the Beautification Committee.

SECTION 2. The City Council approves the Mayor's appointment of _____, and _____ to the Beautification Committee.

SECTION 3. All members of the Committee shall serve a term of office to commence on March 1, 2025, and expire on February 28, 2027, unless earlier removed.

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

SECTION 5. Members of the Beautification Committee shall serve without compensation, unless the City Council by resolution, or otherwise provides, but may receive reimbursement for necessary travel and other expenses incurred in the performance of an official duty when such expenditures are first authorized by the City Council.

PASSED, APPROVED AND ADOPTED this 18th day of February, 2025.

Robert Pullen-Miles, Mayor

ATTEST:

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

I, Erica Harbison, City Clerk of the City of Lawndale, California, do hereby certify that the City Council of the City of Lawndale duly approved and adopted the foregoing Resolution No. CC-2502-011 at a regular meeting of said Council held on the 18th day of February, 2025, by the following roll call vote:

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

Erica Harbison, City Clerk

APPROVED AS TO FORM:

Gregory M. Murphy, City Attorney

ATTACHMENT B

View results

Respondent

17

Anonymous

18:14

Time to complete

1. Full name *

Blanca Cueva

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

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

3. Phone number *

4. Email address *

5. Home Address, City & Zip Code *

6. Years Lived in Lawndale *

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

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

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

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

I've been a resident of City of Lawndale for 25 years and have been a member of the Beautification Committee for 5+ year.

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

12. References (include name and phone number)

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

By signing below you affirm the statement above.

Full Name (Signature) *

14. Date *

2/9/2025



View results

Respondent

10

Anonymous

07:23

Time to complete

1. Full name *

Dezalia Solomon

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

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

3. Phone number *

[REDACTED]

4. Email address *

[REDACTED]

5. Home Address, City & Zip Code *

[REDACTED] Lawndale CA 90260

6. Years Lived in Lawndale *

4.5 years

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

Experimentally Structured Museum of Art (ESMoA)
[REDACTED]

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

A.A. English, A.A. Spanish, A.A. Arts and Humanities
El Camino College - 2024

Working towards a B.A. Linguistics and English with minor in Spanish at UCLA - 2026

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

I worked for the Lawndale Elementary School District from 2022 to 2024 as a Before and After School Program Leader and a Summer Program Leader. In this role, I organized and led activities in art, fitness, STEM, and communication, helping students develop social and leadership skills while fostering a sense of community. Currently, I work as a Museum Attendant at the Experimentally Structured Museum of Art (ESMoA), where I assist with exhibitions, events, and community programs such as the Day of the Dead festival, art workshops, and the Reading to Toddlers program. I am also a World Languages Lab Assistant at El Camino College, supporting students with Spanish and English learning materials and projects. These experiences have prepared me to actively contribute to the mission of the Beautification Committee by engaging residents of all ages in meaningful ways.

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

I am eager to serve on Lawndale's Beautification Committee because I am passionate about enhancing the community's aesthetic and cultural appeal. Having lived in Lawndale for the past four years, I have developed a strong connection to its residents and a deep understanding of the city's needs. Through my work at ESMoA, I have played a key role in community-focused initiatives such as the Day of the Dead festival, art workshops, and the Reading to Toddlers program, which bring creativity and engagement to the community. My work at El Camino College further demonstrates my ability to assist and support diverse groups, as I help students with language learning and cultural projects. My time with the Lawndale Elementary School District taught me how to lead activities that foster community, teamwork, and creativity among young residents.

As a young mother to a 2-year-old daughter, I bring a unique perspective on the needs and interests of families in Lawndale. My proficiency in English and Spanish allows me to communicate effectively with a wide range of residents, ensuring inclusivity in all initiatives.

I am committed to attending all meetings, as I live less than five minutes from City Hall. My connections with ESMoA provide an opportunity to align the museum's resources with the Beautification Committee's goals, helping to streamline efforts and amplify the impact of community projects. My dedication, diverse experience, and passion for Lawndale make me an excellent candidate to contribute to the Beautification Committee's mission of enhancing and celebrating our city's beauty.

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

resume sent separately

12. References (include name and phone number)

Eva Sweeney, [REDACTED]

Argelia Andrade, [REDACTED]

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

By signing below you affirm the statement above.

Full Name (Signature) *



14. Date *

1/18/2025



Dezalia Solomon

EDUCATION

University of California, Los Angeles — *B.A. Linguistic and English with Minor in Spanish* — Diploma anticipated 2026

El Camino College, Torrance, CA — *A.A. Spanish, A.A. English, & A.A Arts and Humanities* — 2024

Redondo Union High School, Redondo Beach, CA — 2020
Honor Roll, the Academic Pin of Achievement, and Academic Letter of Achievement.

EXPERIENCE

El Camino College — Torrance, CA

World Languages Lab Assistant– August 2024 - current

- Assist foreign language teachers during class visitations to the Language Laboratory.
- Help students with language learning materials, projects, and speaking practice for students of Spanish and English.
- Keep the lab organized and tidy, and ensure computers and other equipment are functional.

Experimentally Structured Museum of Art (ESMoA)—Lawndale, CA
Museum Attendant– August 2024- current

- Welcomed visitors and provided visitors with information about current exhibitions.
- Assisted in preparation of exhibits, activities, and special events

Story Time Reader– August 2024

- Planned and performed story time events for children aged 0-5 years old with three books and three songs, followed by an art activity related to the reading.

Lawndale Elementary School District—Lawndale, CA

Before and After School Program Leader– September 2022 - June 2024

Summer Program Leader–June 2023- August 2023

- Helped students with homework.
- Organized and led activities in art, fitness, communication, and STEM.
- Helped students develop social skills and leadership skills

Additional Information

Skills

Google Workspace, Adobe Animate and Photoshop, Intermediate Spanish Proficiency, Written and Verbal Communication

Interests

Children's Literature, Arts and Crafts, Baking

Certifications

Animation Assistant - Graduated with certificate from SoCal Regional Occupational Center 2019

View results

Respondent

16

Anonymous

05:31

Time to complete

1. Full name *

Judy Oldziewski

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

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

3. Phone number *

4. Email address *

5. Home Address, City & Zip Code *

6. Years Lived in Lawndale *

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

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

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

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

40 years of service 0

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

12. References (include name and phone number)

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

By signing below you affirm the statement above.

Full Name (Signature) *



14. Date *

2/6/2025



View results

Respondent

15

Anonymous

05:11

Time to complete

1. Full name *

Olga Sierra Gonzalez

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

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

3. Phone number *

4. Email address *

5. Home Address, City & Zip Code *

6. Years Lived in Lawndale *

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

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

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

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

I am currently a member

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

12. References (include name and phone number)

Maria Saldana
Sylvia Perez (

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

By signing below you affirm the statement above.

Full Name (Signature) *

14. Date *

2/6/2025



View results

Respondent

41

Anonymous

95:57

Time to complete

1. Full name *

Joshua Hofmann Gorman

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

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

3. Phone number *

[REDACTED]

4. Email address *

[REDACTED]

5. Home Address, City & Zip Code *

[REDACTED]

6. Years Lived in Lawndale *

29 years

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

The Walt Disney Company, the Disneyland Resort, Retail.

[REDACTED]

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

High School Graduate of Environmental Charter High School. Some college education with El Camino Community College and Bellevue University.

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

The Dexter Foundation, Dog rescue that serves the South Bay.

10. State why you wish to serve and why you believe you are qualified for the position (attach optional additional documents such as a resume or bio).

As a resident in the city, I would like to be more involved and have a better perspective on how organizations like parks and recreation to beautification help enhance our community.

I've had previous event planning experience with helping organize Lawndale High School reunions from the graduating classes from the last 70's to the 80's

Currently, I am employed by The Walt Disney Company at the Disneyland Resort. I work full-time in retail, and have worked for this company 10 years as of filling out this application.

With my work experience and seniority at my job, I do have the availability and flexibility to attend the meetings for Beautification and Parks and Recreation as well as any events both of these committees plan.

I have experience with hosted artist signings, working with food and have training in food handling, I have also utilized my artistic capabilities with helping sell hand drawn artwork on ornaments and other precious keepsakes. I've also helped organize and design displays inside stores. I'm also operated crafting equipment.

Another things I would like to note is my involvement with is that I am also a foster parent with the Dexter foundation from time to time. I've helped foster with this organization since its founding in 2007, my family was the first foster family for this rescue group. My most recent was helping a dog named Daisy find a home who was submitted to Dexter from a resident in Irvine.

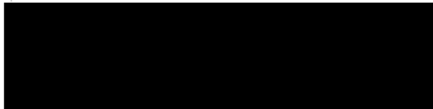
11. Optional additional information (biography, resume, experience, etc.)

12. References (include name and phone number)

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

By signing below you affirm the statement above.

Full Name (Signature) *

A solid black rectangular box used to redact the signature of the applicant.



CITY OF LAWNDALE

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

DATE: February 18, 2025

TO: Honorable Mayor and City Council

FROM: Dr. Sean M. Moore, City Manager

PREPARED BY: Vanesa Alvarez, Administrative Assistant
Yvette Palomo, Assistant City Clerk

SUBJECT: **Parks, Recreation and Social Services Commission Appointments for 2025-2027 Term**

BACKGROUND

On March 1, 2021, the City Council adopted Resolution No. CC-2103-011, appointing five (5) members to serve on the Parks, Recreation and Social Services Commission for a term beginning March 1, 2021, and ending February 28, 2023.

On April 15, 2021, Commissioners David Glass and Dan Reid resigned on April 19, 2021, leaving two unexpired vacancies.

On June 21, 2021, the City Council adopted Resolution No. CC-2106-025, appointing two (2) members to fill the vacancies for a term beginning immediately and ending February 28, 2023, and on July 11, 2022, Commissioner Sylvia Hathaway Chavez resigned leaving an unexpired vacancy.

On February 21, 2023, the City Council adopted Resolution No. CC-2302-007, appointing five (5) members to serve on the Parks, Recreation and Social Services Commission for a term beginning March 1, 2023 and ending February 28, 2025.

On April 10, 2023, Commissioner Ana Maria Grisales resigned leaving an unexpired vacancy and on November 6, 2023, the City Council adopted Resolution No. CC-2311-044, appointing one (1) member to fill the vacancy for a term beginning immediately and ending February 28, 2025.

STAFF REVIEW

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

The City received ten (10) applications for appointment to the Commission.

The following applicants have been reviewed by Mayor Pullen-Miles and have been selected for appointment:

Alma Castro	Kenneth D. Miller*	Sonrisa Wood
Dan Woods*	Jennifer Collins	

A Reappointment is indicated by an asterisk (*).

In anticipation that the Mayor would make the appointments and that the City Council would approve the appointments, we have prepared Resolution No. CC-2502-014 for your consideration.

The term for these appointments begins on March 1, 2025, and end February 28, 2027.

LEGAL REVIEW

The City Attorney's office has reviewed Resolution No. CC-2502-014 and has approved it as to form.

FISCAL IMPACT

Parks, Recreation and Social Services Commissioners receive a stipend of \$50 per meeting, not to exceed \$100 per month, and may be reimbursed for expenses related to their duties if approved by the City Council. The salary for Commissioners has already been budgeted for in the FY 2024-25 budget and there is no additional budget amendment needed.

RECOMMENDATION

Staff recommends that the City Council

1. Approve the Mayor's appointments by directing staff to insert the appointees' names in Section 1 and 2 of Resolution No. CC-2502-014; and
2. Adopt Resolution No. CC-2502-014 as amended.

Attachments

[A. Resolution No. CC-2502-014 PRSSC Appointments 2025-27](#)

[B. PRSSC Applicants Redacted](#)

ATTACHMENT A

RESOLUTION NO. CC-2502-014

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAWNDAL, CALIFORNIA CONFIRMING APPOINTMENTS TO THE LAWNDAL PARKS, RECREATION, AND SOCIAL SERVICES COMMISSION

WHEREAS, pursuant to Lawndale Municipal Code Chapter 2.40, the Parks, Recreation and Social Services Commission consists of five members who have the power, except as otherwise provided by law, to A.) Advise the City Council in matters pertaining to social and leisure programs for the city. The commission may make recommendations to the City Council on priorities for the development and provision of social and leisure programs for the residents of Lawndale and the acquisition and operation of related facilities; B.) The Commission will be responsible for assisting the City Council and Community Services Department in identifying and assessing areas of social and leisure needs, and for cooperating with other individuals and community agencies engaged in serving human needs to identify service gaps and areas of duplication within the community; C.) The Commission shall encourage the maximum availability of social and leisure opportunities within the community through appropriate scheduling of facilities and through the promotion of citizen participation in the development and operation of nontax-supported programs; and D.) Should the Commission independently act to raise funds, the Commission shall be authorized to spend such funds on social and leisure items and events within the City as more fully described in Chapter 3.10 of this code; and

WHEREAS, on March 1, 2021, with the adoption of Resolution No. CC-2103-011, the City Council appointed five (5) members of the Parks, Recreation and Social Services Commission for a term beginning March 1, 2021, and ending February 28, 2023; and

WHEREAS, on April 15, 2021, Commissioner David Glass resigned, and Commissioner Dan Reid resigned on April 19, 2021, leaving two (2) unexpired vacancies.

WHEREAS, on June 21, 2021, the City Council adopted Resolution No. CC-2106-025, appointing two (2) members to fill the vacancies for a term ending February 28, 2023; and on July 11, 2022, Commissioner Sylvia Hathaway Chavez resigned leaving an unexpired vacancy.

WHEREAS, on February 21, 2023, the City Council adopted Resolution No. CC-2302-007, appointing five (5) members to serve on the Parks, Recreation and Social Services Commission for a term beginning March 1, 2023, and ending February 28, 2025.

WHEREAS, on April 10, 2023, committee member Ana Maria Grisales resigned leaving an unexpired vacancy and on November 6, 2023, the City Council adopted Resolution No. CC-2311-044, appointing one (1) member to fill the vacancy for a term beginning immediately and ending February 28, 2025.

WHEREAS, Parks, Recreation and Social Services Commissioners serve a term beginning March 1 of each odd-numbered year and ending on February 28 of the succeeding odd-numbered year; and

WHEREAS, eligible residents have submitted applications for appointment and reappointment to the Parks, Recreation and Social Services Commission; and

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

WHEREAS, the Mayor has appointed five (5) of the applicants to the Committee and the City Council wishes to ratify the appointments.

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

SECTION 1. The City Council approves the Mayor's reappointment of _____ and _____ to the Parks, Recreation and Social Services Commission.

SECTION 2. The City Council approves the Mayor's appointment of _____, _____, and _____ to the Parks, Recreation and Social Services Commission.

SECTION 3. All members of the Parks, Recreation and Social Services Commission shall serve a term of office to commence on March 1, 2025, and expire on February 28, 2027, unless earlier removed.

SECTION 4. Pursuant to the California Political Reform Act, all newly appointed Parks, Recreation and Social Services Commissioners are required to file with the City Clerk a Statement of Economic Interests a) within 30 days of assuming office and b) annually while in office.

SECTION 5. Pursuant to Council Policy No. 93-09, a newly appointed commissioner must submit to a background check upon appointment.

SECTION 6. Pursuant to Council Policy No. 93-09, each commissioner will receive a stipend of \$50 per meeting attended, not to exceed \$100 per month, and may receive reimbursement for necessary travel and other expenses incurred in the performance of an official duty, when such expenditures are first authorized by the City Council.

PASSED, APPROVED AND ADOPTED this 18th day of February, 2025.

Robert Pullen-Miles, Mayor

ATTEST:

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

I, Erica Harbison, City Clerk of the City of Lawndale, California, do hereby certify that the City Council of the City of Lawndale duly approved and adopted the foregoing Resolution No. CC-2502-014 at a regular meeting of said Council held on the 18th day of February, 2025, by the following roll call vote:

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

Erica Harbison, City Clerk

APPROVED AS TO FORM:

Gregory M. Murphy, City Attorney

ATTACHMENT B

View results

Respondent

14

Anonymous

11:21

Time to complete

1. Full name *

Jennifer Collins

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

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

3. Phone number *

4. Email address *

5. Home Address, City & Zip Code *

6. Years Lived in Lawndale *

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

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

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

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

I have had two daughters while in Lawndale and use the Parks & Recreation resources often. We go to a Lawndale park every weekend and participate in the Recreation classes provided by the city (Gymnastics at the Community Center). We also love going to the city events throughout the year, like the Angel Tree Lighting, Easter Egg Hunt, and others. I am so impressed with the quality of events the city hosts and I would like to help contribute to the success and health of our community. Additionally, I've witnessed a number of young families move out of Lawndale due to untenable rent increases and would like to help advocate for the additional building of higher density housing in the area.

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

For my work, I manage a union factory of 30+ people. I am accustomed to working with people of different educational backgrounds to achieve a common goal. I am experienced with planning events and facilities renovations within stringent budget controls and OSHA standards.


12. References (include name and phone number)

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

By signing below you affirm the statement above.

Full Name (Signature) *

14. Date *

JENNY COLLINS

Lawndale, CA | ()

EXPERIENCE

RAYTHEON- AN RTX COMPANY

El Segundo, CA

Value Stream Leader, Airborne Electro-Optical & Lasers

March 2023- Present

- Manage a team of ~30 technicians and ~20 support staff for production of a classified airborne radar system
- Coordinate with the program office, manufacturing engineering, quality engineering, production control, & supply chain to meet safety, cost, & schedule goals to double production rates from previous year
- Security custodian for the classified area, ensuring all staff on the program followed security protocols for electronic systems, safes, offices and production areas

Value Stream Leader, Space Electronics Assembly

May 2022- Feb 2023

- Managed a team of ~30 highly skilled union technicians & salaried employees in order to safely build Mission Class A-D satellite electronics within schedule, quality, & cost
- Provided factory and hardware tours to RTX executives, programmatic, government & commercial customers
- Led AS9100 audits with no findings to date; factory characterized as “stellar” from a NASA Audit Outbrief

Front Line Leader, Space Electronics Manual Assembly

Sept 2020- April 2022

- Supervised a team of ~20 operators at the Circuit Card Assembly Factory with a WIP of ~200 CCAs
- Led efforts to revamp the factory, resulting in reductions of 40% HPU's & 50% DPMO for select programs
- Liaised with programs to develop & disseminate priorities in order to enable the operators' success

NOVO SPACE

Hawthorne, CA

Chief Executive Officer & Co-founder

July 2018- May 2020

- Raised capital from venture, government, and customer sources to aid in prototype development and functional testing of reliable, COTS-based, open architecture satellite electronics
- Won and led two Air Force SBIRs on the topics of satellite electronics and on-board cybersecurity
- Selected to participate in the inaugural class of 10 startups for the Techstars Starburst Space Accelerator out of >400 applicants; also selected to participate in the AFRL Hyperspace Challenge; winner of MIT \$100k Pitch Competition

RAYTHEON MISSILE SYSTEMS

Tucson, AZ

Research Fellow

June 2018 – Dec 2018

- Published thesis on, “Modeling Manufacturing On-Time Delivery (OTD) Performance”
- Evaluated data quality, availability, collection, and metrics for high-mix, low-volume production processes
- Developed a diagnostic model for OTD using machine learning methods in RStudio

RENAISSANCE STRATEGIC ADVISORS

Arlington, VA

Senior Analyst / Analyst

Jan 2014 - April 2017

- Created strategy analysis and models for C-Suite clients in the aerospace and defense industries
- Contributed to multiple diligence reports for >\$100M worth of successful transactions
- Led model forecasting for US procurement and R&D budgets for defense, civil, & the intelligence community

EDUCATION

MASSACHUSETTS INSTITUTE OF TECHNOLOGY

Cambridge, MA

LGO Fellow- MS in Aeronautics & Astronautics, MBA

June 2017 – May 2019

UNIVERSITY OF ILLINOIS

Urbana - Champaign, IL

Bachelor of Science Degree in Aerospace Engineering

Aug 2009 – Dec 2013

ADDITIONAL INFORMATION

- Active Top Secret Clearance
- Notable software skills in Microsoft Analysis, Power Query Editor, Excel, PRISM, Shop Floor Control Software
- Beach volleyball player, sourdough baker, and people-person



25 JAN 28 1:34 PM

JAN 28 1:34 PM

CITY OF LAWDALE
APPLICATION FOR APPOINTMENT TO
CITY COMMISSIONS, COMMITTEES AND BOARDS

I am applying for appointment to: (check all boxes that apply)

- | | |
|--|--|
| <input type="checkbox"/> Planning Commission | <input type="checkbox"/> Beautification Committee |
| <input checked="" type="checkbox"/> Parks, Recreation & Social Services Commission | <input type="checkbox"/> Senior Citizen Advisory Committee |
| <input type="checkbox"/> | <input type="checkbox"/> Personnel Board |

Name: DAN Woods Daytime Phone: [REDACTED]

Home Address: [REDACTED] City: LAWDALE Zip: 90260

E-mail Address: [REDACTED] Yrs. Lived in Lawndale: 9 - This time
over 18 All Tim

Occupation (briefly describe your duties): CONTRACTOR

Employer: Self Work Phone: [REDACTED]

Work Address: [REDACTED] City: LAWDALE Zip: 90260

Educational Background/Degrees: TRADE SCHOOL Deg. (HIGH SCHOOL) CET

Licenses or Special Certificates Held: C-5, C-6 CONTRACTOR

List any other committees/commissions on which you have served, and the year(s) of service: _____

PARKS & Rec & Social Services

Organizations to which you belong (professional, technical, community, services): _____

N/A

State why you wish to serve and why you believe you are qualified for the position. (Use additional paper, if necessary).

Current ~~Commissioner~~ Commissioner

References (include name and daytime phone number):

(1) JIM OSBOURNE [REDACTED]

(2) Steve Lombardi [REDACTED]

I hereby certify that this application is complete and true in all respects and understand that any falsification or omission may be cause for disqualification. I understand and agree to the following: a) that I am disqualified from appointment to any advisory body if I am a relative of a councilmember, a city employee or a person appointed to the same advisory body to which I am applying; b) that any or all information on this form may be verified; c) that this document is a public record subject to release under the California Public Records Act; d) that, if I am appointed, I will be required to submit to a background check.

Signature: [REDACTED]

Date: 1-28-25

The City of Lawndale advises the public, employees and job applicants that it does not discriminate on the basis of race, color, religion, national origin, sex, age or handicap status in providing its services, programs, benefits and employment.

RETURN THIS FORM TO:

CITY CLERK, CITY OF LAWDALE, 14717 BURIN AVENUE, LAWDALE, CA. 90260
For information call (310) 973-3213

'25 JAN 6 11:43AM

View results

Respondent

39

Anonymous

48:58

Time to complete

1. Full name *

Sonrisa Wood

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

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

3. Phone number *

[REDACTED]

4. Email address *

[REDACTED]

5. Home Address, City & Zip Code *

[REDACTED]

6. Years Lived in Lawndale *

32

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

LAUSD

[REDACTED]

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

BS: Parks, Rec and Tourims; Sport Management emphasis- University of Missouri
MS Literacy Instruction- CSU Fullerton

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

Volunteer: LA Conservancy, 3 years
(Last Remaining Seats series)
Instructional Leadership Team (school site), 5 years
Volunteer: Columbia, MO Parks and Rec, 2 years (Cheer and dance team coach)

10. State why you wish to serve and why you believe you are qualified for the position (attach optional additional documents such as a resume or bio).

As a 3rd generation, long-term resident of Lawndale, with a family who has lived here since the 1950's, I would like to be more involved in my community. I prefer to spend some of my free time volunteering and for the last 5 years, that extra time has been spent acquiring and clearing my teaching credential, as well as earning a Master's degree and second credential, and working on getting Nationally Board certified. With the majority of that work under my belt, I have time once again to offer to my community.

I earned a Bachelor's of Science in Parks, Recreation and Tourism, with an emphasis in Sport Management from the University of Missouri and my choice of career change as a 5th grade teacher in South LA does give me much use of my undergrad degree. Before becoming a public school teacher, I taught dance and gymnastics for five years with a company called Jazzy Gym. This was a mobile company that traveled to different community centers and schools, including the old recreation building in Lawndale. I lived in Missouri for some time, where I volunteered as a cheer/dance coach for the City of Columbia for 2 years. I have worked with children for 25 years total. In that time, my favorite jobs or volunteer opportunities have been those which encourage physical activity, building bonds within a community and providing a safe space for youth to go. In earning my Master's in Literacy Instruction, and through teacher development at my school site, I have done a great deal of work around anti-racism, inclusivity and social justice. Lawndale is an extremely diverse community and this work will serve it very well.

I believe that having a place on this commission will bring an expertise and passion to the social and community-building aspect of our city and contribute to the work of building a safe and inclusive sense of togetherness for all residents, especially the youth of Lawndale.

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

12. References (include name and phone number)

Jeanna Harkenrider (CFO, Hometown Fair Committee, Manhattan Beach; friend)

Leslie Gomez (former owner, Jazzy Gym, Inc)

Camren Cross (Community Recreation Manager, City of Columbia, MO)

Aleta Williams (Principal, 107th St Elementary)

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

By signing below you affirm the statement above.

Full Name (Signature) *

View results

Respondent

3

Anonymous

07:21

Time to complete

1. Full name *

Kenneth Darrell Miller

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

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

3. Phone number *

[REDACTED]

4. Email address *

[REDACTED]

5. Home Address, City & Zip Code *

[REDACTED]

6. Years Lived in Lawndale *

25

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

City of Inglewood

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

Some College

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

Cuyahoga Arts & Culture Board Executive
Chairman Our Global Humanity Inc.

10. State why you wish to serve and why you believe you are qualified for the position (attach optional additional documents such as a resume or bio).

I have served on the commission for two years and believe that continuing is in the best interest of both the commission and the community because of the multiple relationships that I have with elected officials and organizations that would be beneficial to the commission going forward

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

I have served on governmental staffs, owner of small business, chairman of non-profit, more than 45 years of experience as journalist, recreational service leader and coordinator.

12. References (include name and phone number)

Lawndale Mayor Robert Pullen Myles

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

By signing below you affirm the statement above.

Full Name (Signature) *

A solid black rectangular box used to redact the signature of the applicant.

View results

Respondent

9

Anonymous

09:11

Time to complete

1. Full name *

Alma Castro

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

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

3. Phone number *

[REDACTED]

4. Email address *

[REDACTED]

5. Home Address, City & Zip Code *

[REDACTED] Lawndale CA 90260

6. Years Lived in Lawndale *

8

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

Early Head Start, Inglewood CA

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

BA in Human Services
Certifications:
Brest feeding
Infant massage
Child development
First Aid
CPR

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

Phi Sigma Sigma, 4 years
Spirit and fundraising chair

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

As I continue to live in Lawndale I fall in love more with our community. I hope to be able to help our community on a bigger scale.

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

I have previously worked for community centers. I am currently working in Inglewood and I am familiar with many resources in the nearby areas. I have worked with different age ranges from babies and toddlers to elementary and middle school children as well as adults.

12. References (include name and phone number)

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

Full Name (Signature) *

14. Date *

1/17/2025





CITY OF LAWDALE

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

DATE: February 18, 2025
TO: Honorable Mayor and City Council
FROM: Dr. Sean M. Moore, City Manager
PREPARED BY: Vanesa Alvarez, Administrative Assistant
Yvette Palomo, Assistant City Clerk
SUBJECT: **Personnel Board Appointments for 2025-2027 Term**

BACKGROUND

Due to the nature of the Personnel Board's duties, the Board meets infrequently. They are to meet solely on an as needed basis. To date, the Board has not convened since 2008.

On March 1, 2021, the City Council adopted Resolution No. CC-2103-008 extending the terms of the then-current members to begin March 1, 2021, and end February 28, 2023.

On February 21, 2023, the City Council adopted Resolution No. CC-2302-008 appointing five (5) members to serve on the Personnel Board for a term beginning March 1, 2023, and ending February 28, 2025.

STAFF REVIEW

Lawndale Municipal Code Section 2.40.020 states that "The City Council shall endeavor to appoint qualified professional persons with education, training, and experience in the field of labor management, personnel relations and employee discipline."

The City received seven (7) applications for appointment to the Personnel Board.

The following applicants have been reviewed by Mayor Pullen-Miles and have been selected for appointment:

Marco Delgado	Marcela Paez*	George Pelzl*
Mercedes Santacruz*	John Clark*	

A Reappointment is indicated by an asterisk (*).

In anticipation that the Mayor would make the appointments and that the City Council would approve the appointments, we have prepared Resolution No. CC-2502-013 for your consideration.

The term for these appointments begins on March 1, 2025, and expires on February 28, 2027.

LEGAL REVIEW

The City Attorney's office has reviewed Resolution No. CC-2502-013 and has approved it as to form.

FISCAL IMPACT

Personnel Board members do not receive compensation, though the City may reimburse them if authorized by the City Council for necessary travel and other expenses incurred in the performance of their official duties. The Deputy City Manager/Human Resources Director who acts as liaison to the board, includes sufficient funding in the annual Administrative Services Department. No additional funding is needed at this time.

RECOMMENDATION

Staff recommends that the City Council:

1. Approve the Mayor's appointments by directing staff to insert the appointees' names in Section 1 and 2 of Resolution No. CC-2502-013; and
2. Adopt Resolution No. CC-2502-013 as amended.

Attachments

[A. Resolution No. CC-2502-013 Personnel Board Appointments 2025-27](#)

[B. Personnel Board Applications Redacted](#)

ATTACHMENT A

RESOLUTION NO. CC-2502-013

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWNDALE, CALIFORNIA CONFIRMING
APPOINTMENTS TO THE PERSONNEL BOARD**

WHEREAS, Section 2.40 of the Lawndale Municipal Code establishes the Personnel Board of the City of Lawndale, California to hear appeals by employees regarding disciplinary action, dismissal, demotion, charge of discrimination or alleged violation of the municipal code or the rules and regulations of the classified service; and

WHEREAS, on March 1, 2021, with the adoption of Resolution No. CC-2103-008, the City Council extended the terms of the then-current Personnel Board members to end February 28, 2023; and

WHEREAS, on February 21, 2023, the City Council adopted Resolution No. CC-2302-008 appointing five (5) members to serve on the Personnel Board for a term beginning March 1, 2023, and ending February 28, 2025; and

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

WHEREAS eligible residents have submitted applications for appointment to the Personnel Board; and

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

WHEREAS, the Mayor has appointed four (4) of the applicants to fill the Personnel Board and the City Council wishes to ratify the appointments.

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

SECTION 1. The City Council approves the Mayor's reappointment of _____, _____, _____ and _____, to the Personnel Board.

SECTION 2. The City Council approves the Mayor's appointment of _____, to the Personnel Board.

SECTION 3. All members of the Board shall serve a term of office to commence on March 1, 2025, and expire on February 28, 2027, unless earlier removed.

SECTION 4. Pursuant to Council Policy No. 93-09, each member of the Personnel Board shall serve without compensation but may receive reimbursement for necessary travel and other expenses incurred in the performance of an official duty, when such expenditures are first authorized by the City Council.

SECTION 5. Pursuant to Council Policy No. 93-09, a newly appointed commissioner must submit to a background check upon appointment.

PASSED, APPROVED AND ADOPTED this 18th day of February, 2025.

Robert Pullen-Miles, Mayor

ATTEST:

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

I, Erica Harbison, City Clerk of the City of Lawndale, California, do hereby certify that the City Council of the City of Lawndale duly approved and adopted the foregoing Resolution No. CC-2502-013 at a regular meeting of said Council held on the 18th day of February, 2025, by the following roll call vote:

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

Erica Harbison, City Clerk

APPROVED AS TO FORM:

Gregory M. Murphy, City Attorney

ATTACHMENT B



25 JAN 27 2:13PM

CITY OF LAWDALE APPLICATION FOR APPOINTMENT TO CITY COMMISSIONS, COMMITTEES AND BOARDS

I am applying for appointment to: (check all boxes that apply)

<input type="checkbox"/> Planning Commission	<input type="checkbox"/> Beautification Committee
<input type="checkbox"/> Parks, Recreation & Social Services Commission	<input type="checkbox"/> Senior Citizen Advisory Committee
<input type="checkbox"/>	<input checked="" type="checkbox"/> Personnel Board

Name: Mercedes Santacruz Daytime Phone: [REDACTED]

Home Address: [REDACTED] City: Torrance Zip: 90504

E-mail Address: [REDACTED] Yrs. Lived in Lawndale: NA

Occupation (briefly describe your duties): Real Estate Broker Accountant

Employer: Self Work Phone: [REDACTED]

Work Address: [REDACTED] City: Lawndale Zip: 90260

Educational Background/Degrees: AA Business

Licenses or Special Certificates Held: Broker Lic. Insurance Broker Lic. CTEC

List any other committees/commissions on which you have served, and the year(s) of service:

N/A

Organizations to which you belong (professional, technical, community, services):

NRBA, CAR, NAR

State why you wish to serve and why you believe you are qualified for the position. (Use additional paper, if necessary).

References (include name and daytime phone number):

(1) Stanley Levy [REDACTED]

(2) Mayra Santacruz [REDACTED]

I hereby certify that this application is complete and true in all respects and understand that any falsification or omission may be cause for disqualification. I understand and agree to the following: a) that I am disqualified from appointment to any advisory body if I am a relative of a councilmember, a city employee or a person appointed to the same advisory body to which I am applying; b) that any or all information on this form may be verified; c) that this document is a public record subject to disclosure under the Public Records Act; and d) that, if I am appointed, I will be required to submit to a background check by the City.

Signature: [REDACTED] Date: 1/23/2025

The City of Lawndale advises the public, employees and job applicants that it does not discriminate on the basis of race, color, religion, national origin, sex, age or handicap status in providing its services, programs, benefits and employment.

RETURN THIS FORM TO:

CITY CLERK, CITY OF LAWDALE, 14717 BURIN AVENUE, LAWDALE, CA. 90260

For information call (310) 973-3213

View results

Respondent

4

Anonymous

1165:42

Time to complete

1. Full name *

George Pelzl

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

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

3. Phone number *

[REDACTED]

4. Email address *

[REDACTED]

5. Home Address, City & Zip Code *

[REDACTED] Garden Grove ca 92843

6. Years Lived in Lawndale *

11 years

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

retired

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

Master in business admin.
Certification in Procurement

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

President of Lawndale Little League 10 yes

Involved in Lawndale Little League since 1999Held the position for the last three terms

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

I have been in the position for four terms.

Dealing with people for the last 23 years in little league as well as 30 years professionally.

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

12. References (include name and phone number)

Pat Kearney

Sirley Cuevas

5

Mr Mayor Robert Pulen-Miles

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

By signing below you affirm the statement above.

Full Name (Signature) *

[REDACTED]

14. Date *

1/7/2025





CITY OF LAWNDAL
APPLICATION FOR APPOINTMENT TO
CITY COMMISSIONS, COMMITTEES AND BOARDS

- I am applying for appointment to: (check all boxes that apply)
- | | |
|---|--|
| <input type="checkbox"/> Planning Commission | <input type="checkbox"/> Beautification Committee |
| <input type="checkbox"/> Parks, Recreation & Social Services Commission | <input type="checkbox"/> Senior Citizen Advisory Committee |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> Personnel Board |

Name: Marcela Perez Daytime Phone: [REDACTED]

Home Address: [REDACTED] City: Hawthorne Zip: 90250

E-mail Address: [REDACTED] Yrs. Lived in Lawndale: _____

Occupation (briefly describe your duties): Human Resources Consultant / Realtor

Employer: C21 Union Realty / MP HR Solutions Work Phone: () _____

Work Address: _____ City: _____ Zip: _____

Educational Background/Degrees: BA

Licenses or Special Certificates Held: HR Management Certificate / CA Dept of Realtors Estate #0212996

List any other committees/commissions on which you have served, and the year(s) of service: Personnel Board

Organizations to which you belong (professional, technical, community, services): Lawndale Rotary Club

State why you wish to serve and why you believe you are qualified for the position. (Use additional paper, if necessary).
I'm an active volunteer w/ Lawndale Rotary Club and LESD.

References (include name and daytime phone number):
(1) Shirley Giltzow [REDACTED]
(2) Robert Patten-Miles, Mayor

I hereby certify that this application is complete and true in all respects and understand that any falsification or omission may be cause for disqualification and agree to the following: a) that I am disqualified from appointment to any advisory body if I am a councilmember, a city employee or a person appointed to the same advisory body to which I am applying; b) that the information on this form may be verified; c) that this document is a public record subject to the provisions of the California Public Information Act; and d) that, if I am appointed, I will be required to submit to a background check.

Signature: [REDACTED] Date: 1/10/25

The City of Lawndale certifies that it does not discriminate on the basis of race, color, religion, sex, or national origin in providing its services, programs, benefits and employment.

RETURN THIS FORM TO:
CITY CLERK, CITY OF LAWNDAL, 14717 BURIN AVENUE, LAWNDAL, CA. 90260
For information call (310) 973-3213

View results

Respondent

8

Anonymous

06:14

Time to complete

1. Full name *

Marco Delgado

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

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

3. Phone number *

[Redacted]

4. Email address *

[Redacted]

5. Home Address, City & Zip Code *

[Redacted] Lawndale CA 90260

6. Years Lived in Lawndale *

8 years

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

Self Employed

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

Accounting & Marketing bachelor degrees from Cal State Northridge

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

Currently am a coordinator for adult sports. Territory includes West LA to Torrance. I am also the HOA president of my condo complex.

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

I like to be involved as much as possible! I have more time now so I want to be involved in my own city now!

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

12. References (include name and phone number)

CAC Management - Mauro Gonzalez - [REDACTED]

Leon Webers - [REDACTED]

Nate Polzin - [REDACTED]

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

By signing below you affirm the statement above.

Full Name (Signature) *

[REDACTED]

14. Date *

1/15/2025





25 FEB 12 3:40 PM

CITY OF LAWDALE APPLICATION FOR APPOINTMENT TO CITY COMMISSIONS, COMMITTEES AND BOARDS

I am applying for appointment to: (check all boxes that apply)

- | | |
|---|--|
| <input type="checkbox"/> Planning Commission | <input type="checkbox"/> Beautification Committee |
| <input type="checkbox"/> Parks, Recreation & Social Services Commission | <input type="checkbox"/> Senior Citizen Advisory Committee |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> Personnel Board |

Name: John Clark Daytime Phone: [REDACTED]

Home Address: [REDACTED] City: Redondo Beach Zip: 90278

E-mail Address: [REDACTED] Yrs. Lived in Lawndale: 12

Occupation (briefly describe your duties): Realtor, Sales & Property Management

Employer: Self-Employed Work Phone: [REDACTED]

Work Address: [REDACTED] City: Hawthorne Zip: 90250

Educational Background/Degrees: AA-Degree-El Camino & BA-Degree-Cal State Dominguez Hills

Licenses or Special Certificates Held: Real Estate - Brokers License

List any other committees/commissions on which you have served, and the year(s) of service: Parks,

Recreation & Social Services Commission and Planning Commission 1988-1990

Organizations to which you belong (professional, technical, community, services): California Association of Realtors

State why you wish to serve and why you believe you are qualified for the position. (Use additional paper, if necessary).

I like the City of Lawndale and just want to stay involved and connected with the City.

References (include name and daytime phone number):

(1) Shirley Rudolph [REDACTED]

(2) Pat Kearney [REDACTED]

I hereby certify that this application is complete and true in all respects and understand that any falsification or omission may be cause for disqualification. I understand and agree to the following: a) that I am disqualified from appointment to any advisory body if I am a relative of a councilmember, a city employee or a person appointed to the same advisory body to which I am applying; b) that any or all information on this form may be verified; c) that this document is a public record subject to disclosure under the Public Records Act; and d) that, if I am appointed, I will be required to submit to a background check by the City.

Signature: [REDACTED]

Date: 2-12-2025

The City of Lawndale advises the public, employees and job applicants that it does not discriminate on the basis of race, color, religion, national origin, sex, age or handicap status in providing its services, programs, benefits and employment.

RETURN THIS FORM TO:

CITY CLERK, CITY OF LAWDALE, 14717 BURIN AVENUE, LAWDALE, CA. 90260
For information call (310) 973-3213



CITY OF LAWDALE

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

DATE: February 18, 2025

TO: Honorable Mayor and City Council

FROM: Dr. Sean M. Moore, City Manager

PREPARED BY: Vanesa Alvarez, Administrative Assistant
Yvette Palomo, Assistant City Clerk

SUBJECT: **Planning Commission Appointments for 2025-2027 Term**

BACKGROUND

On March 1, 2021, the City Council adopted Resolution No. CC-2103-012, appointing five (5) members to serve on the Planning Commission for a term beginning March 1, 2021, and ending February 28, 2023.

On February 21, 2023, the City Council adopted Resolution No. CC-2302-006 appointing five (5) members to serve on the Planning Commission for a term beginning March 1, 2023, and ending February 28, 2025.

STAFF REVIEW

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

The City received nine (9) applications for appointment to the Commission.

The following applicants have been reviewed by Mayor Pullen-Miles and have been selected for appointment:

Madonna L. Sitka*	John Martinez*	Ni Kal S. Price*
Ignatius Lin	Dr. Daniel Urrutia*	

A reappointment is indicated by an asterisk (*).

In anticipation that the Mayor would make the appointments and that the City Council would approve the appointments, we have prepared Resolution No. CC-2502-010 for your consideration.

The term for these appointments would start on March 1, 2025, and end February 28, 2027.

LEGAL REVIEW

The City Attorney's office has reviewed Resolution No. CC-CC-2502-010 and approved it as to form.

FISCAL IMPACT

Planning Commissioners receive a stipend of \$50 per meeting, not to exceed \$100 per month, and may be reimbursed for expenses related to their duties if approved by the City Council. As there is sufficient funding in the Community Development Department budget, no additional funding will be needed.

RECOMMENDATION

Staff recommends that the City Council

1. Approve the Mayor's appointments by directing staff to insert the appointees' names in Section 1 and 2 of Resolution No. CC-2502-010; and
2. Adopt Resolution No. CC-2502-010 as amended.

Attachments

[A. Resolution No. CC-2502-010 Planning Commission 2025-2027 Appointments](#)

[B. Planning Commission Applications Redacted](#)

ATTACHMENT A

RESOLUTION NO. CC-2502-010

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWNSDALE, CALIFORNIA
CONFIRMING APPOINTMENTS TO
THE LAWNSDALE PLANNING COMMISSION**

WHEREAS, pursuant to Lawnsdale Municipal Code Chapter 2.40, the Lawnsdale Planning Commission consists of five members who have the power, except as otherwise provided by law, to: (a) recommend to the proper office plans for the regulation of the future growth, development and beautification of the city; (b) recommend to the proper office of the city plans consistent with the future growth and development of the city; and (c) do such other things as shall be necessary to carry out the provisions of this code and the provisions of the Conservation and Planning Act of the state; and

WHEREAS, on March 1, 2021, the City Council adopted Resolution No. CC-2103-012, appointing five (5) members to serve on the Planning Commission for a term beginning March 1, 2021 and ending February 28, 2023; and

WHEREAS, on February 21, 2023, the City Council adopted Resolution No. CC-2302-006 appointing five (5) members to serve on the Planning Commission for a term beginning March 1, 2023 and ending February 28, 2025; and

WHEREAS, Planning Commissioners serve a term beginning March 1 of each odd-numbered year and ending on February 28 of the succeeding odd-numbered year; and

WHEREAS, eligible residents have submitted applications for appointment and reappointment to the Planning Commission; and

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

WHEREAS, the Mayor has reappointed four (4) of the applicants and appointed one (1) applicant to fill the Planning Commission and the City Council wishes to ratify the appointments.

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

SECTION 1. The City Council approves the Mayor's reappointment of _____, _____, _____, and _____, to the Planning Commission.

SECTION 2. The City Council approves the Mayor's appointment of _____, to the Planning Commission.

SECTION 3. All members of the Planning Commission shall serve a term of office to commence on March 1, 2025 and expire on February 28, 2027, unless earlier removed.

SECTION 4. Pursuant to the California Political Reform Act, all newly appointed planning commissioners are required to file with the city clerk a Statement of Economic Interests a) within 30 days of assuming office and b) annually while in office.

SECTION 5. Pursuant to Council Policy No. 93-09, a newly appointed commissioner must submit to a background check upon appointment.

SECTION 6. Pursuant to Council Policy No. 93-09, each commissioner will receive a stipend of \$50 per meeting attended, not to exceed \$100 per month, and may receive reimbursement for necessary travel and other expenses incurred in the performance of an official duty, when such expenditures are first authorized by the City Council.

PASSED, APPROVED AND ADOPTED this 18th day of February, 2025.

Robert Pullen-Miles, Mayor

ATTEST:

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

I, Erica Harbison, City Clerk of the City of Lawndale, California, do hereby certify that the City Council of the City of Lawndale duly approved and adopted the foregoing Resolution No. CC-2502-010 at a regular meeting of said Council held on the 18th day of February, 2025, by the following roll call vote:

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

Erica Harbison, City Clerk

APPROVED AS TO FORM:

Gregory M. Murphy, City Attorney

ATTACHMENT B

View results

Respondent

7

Anonymous

23:23

Time to complete

1. Full name *

John Martinez

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

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

3. Phone number *

[Redacted]

4. Email address *

[REDACTED]

5. Home Address, City & Zip Code *

[REDACTED] Lawndale 90260

6. Years Lived in Lawndale *

20

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

Self-employed Realtor, under 310 Realty Club. [REDACTED]

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

High school graduate with some college experience.
Salesperson- CA

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

Lawndale's Beautification Committee (2 years) & Planning Commission (8 years).
N.A.R., C.A.R., South Bay Board of Realtors & V.P. for Lawndale Little League.

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

I get a satisfaction of serving the community. I believe ethics and good moral should be applied when making decisions for the community. You also need people that are not afraid to make those decisions. I have these qualities. Also being a Realtor, understanding building and land use with Planning Commission duties go hand in hand.

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

None.

12. References (include name and phone number)

Kevin Sullivan - [REDACTED]

Frank Rodriguez - [REDACTED]

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

By signing below you affirm the statement above.

Full Name (Signature) *

[REDACTED]

14. Date *

1/14/2025



View results

Respondent

11

Anonymous

17:27

Time to complete

1. Full name *

Ni Kal S. Price

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

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

3. Phone number *

[REDACTED]

4. Email address *

[REDACTED]

5. Home Address, City & Zip Code *

[REDACTED] Lawndale 90260

6. Years Lived in Lawndale *

19

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

FUSE Corps,
[REDACTED]
Consultant on a project withing the LA County CEO Office

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

Bachelor of Science, Electrical Engineering
Howard University

Master of Business Administration
University of Southern California

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

Lawndale Council of PTAs, Mark Twain Elementary PTA (7 years and counting)
Roles include President, Treasurer, Audit Chair, Family Engagement Chair, Scholarship Committee Chair

Lawndale Elementary School District (7 years and counting)
Parent Advisory Committee, African American Parent Advisory Council, Superintendent's Taskforce
Roles include President, Founding Member

Rolling Hills/Palos Verdes Alumnae Chapter, Delta Sigma Theta Sorority, Inc. (5 years)
Roles: Internal Audit Chair, Technology Chair, Community Relations Co-chair, Policies and Procedures Co-chair

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

I have served on the Planning Commission since 2021, and have led the commission and chairperson for the last two year. I attended the Planning Commission Academy held in Long Beach in March 2024 to expand my knowledge and understanding of the role so there's more to apply. My desire is to continue serving the city in this capacity to advise city council on related matters.

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

My complete professional profile can be found at <https://www.linkedin.com/in/nikalsprice/>


12. References (include name and phone number)

Dr. Betsy Hamilton, [REDACTED]

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

Full Name (Signature) *

14. Date *

View results

Respondent

6

Anonymous

11:57

Time to complete

1. Full name *

MADONNA L. SITKA

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

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

3. Phone number *

[Redacted]

4. Email address *

[REDACTED]

5. Home Address, City & Zip Code *

[REDACTED] LAWNDAL, CA. 90260

6. Years Lived in Lawndale *

30+ YEARS

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

SCOTT ROBINSON HONDA, AND MADONNA L. SITKA INSURANCE AGENCY

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

HIGH SCHOOL
INSURANCE LICENSE

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

PARKS & REC COMMISSION 15+ YEARS AND PLANNING COMMISSION FOR APROX 4+ YEARS

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

I HAVE LIVED IN LAWNDAL, MY WHOLE LIFE. I AM A PRODUCT OF LAWNDAL, I LOVE THIS CITY AND FEEL THAT BEING INVOLVED IN THE CITY MAKES AN IMPORTANT IMPACT TO MAKE THIS CITY THE BEST IT CAN BE. I WOULD LOVE THE OPPORTUNITY TO CONTINUE ON THIS PATH TO MAKE A DIFFERENCE.

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

12. References (include name and phone number)

ROBERT MULLEN MILES
PAT KEARNY

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

Full Name (Signature) *

14. Date *

1/12/2025



View results

Respondent

5

Anonymous

54:27

Time to complete

1. Full name *

Daniel Urrutia

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

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

3. Phone number *

[REDACTED]

4. Email address *

[REDACTED]

5. Home Address, City & Zip Code *

[REDACTED] Lawndale, CA 90260

6. Years Lived in Lawndale *

34

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

Centinela Valley UHSD
[REDACTED]

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

AA - Political Science, El Camino College
BA - Political Science, CSU Dominguez Hills
MA - Conflict Resolution, CSU Dominguez Hills
EdD - Organizational Change & Leadership, University of Southern California
Certificate - School Business Management, University of Southern California

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

City of Lawndale, Planning Commissioner | 5/2023 - Present

City of Lawndale, Parks, Recreation, and Social Services Commissioner | 4/2014 - 4/2016

Alliance of Schools for Cooperative Insurance Programs (ASCIP), Finance Committee Member | 1/2020 - Present

Centinela Valley Union High School District, Governing Board Member | 11/2015 - 7/2022

Lawndale Educational Foundation, Board Member | 9/2014 - 12/2022

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

I wish to continue serving as a Planning Commissioner because I am dedicated to ensuring that Lawndale's growth is guided by thoughtful planning and responsible decision-making. As a lifelong resident, I have a deep understanding of our city's needs, and my service on committees—including the City of Lawndale's Parks, Recreation, and Social Services Commission—as well as my tenure as a school district Trustee, underscores my steadfast commitment to public service. My extensive work in school district administration has strengthened my leadership, strategic oversight, and community engagement skills, positioning me well for this role. Moreover, my formal education in political science, conflict resolution, and organizational change and leadership provides a robust foundation for evaluating complex issues and collaborating effectively with diverse stakeholders.

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

Dr. Urrutia is the Assistant Superintendent of Business Services for the Centinela Valley Union High School District, where he acts as the Chief Business Officer overseeing strategic fiscal planning and operational initiatives. A lifelong resident of the community he serves, Dr. Urrutia began his career in the Lawndale Elementary School District, working in both human resources and business services. He is passionate about fostering educational excellence and has demonstrated this commitment by serving as a Trustee, Commissioner, and Board Member. Dr. Urrutia earned an Associate's and Bachelor's degree in Political Science, a Master's degree in Conflict Resolution, and a Doctorate from the University of Southern California. Through these diverse experiences, he continues to advocate for equitable opportunities, sound governance, and community-centered decision-making.

12. References (include name and phone number)

Dr. Stephen Nellman
Superintendent, Centinela Valley UHSD
[REDACTED]

Dr. Keith Butler
Chief Business Officer, Torrance USD
[REDACTED]


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

Full Name (Signature) *

[REDACTED]

14. Date *

1/8/2025



View results

Respondent

1

Anonymous

86:47

Time to complete

1. Full name *

Ignatius Lin

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

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

3. Phone number *

[REDACTED]

4. Email address *

[REDACTED]

5. Home Address, City & Zip Code *

[REDACTED] Lawndale, CA 90260

6. Years Lived in Lawndale *

10

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

Los Angeles Unified School District

[REDACTED]

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

B.A. - Economics - Amherst College
Teacher License - Career and Technical Education
Adobe Certified Video Specialist

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

Parks, Recreation & Social Services Commission (3.5 years)

10. State why you wish to serve and why you believe you are qualified for the position (attach optional additional documents such as a resume or bio).

I wish to continue serving as a commissioner for Parks, Recreation, and Social Services because I am passionate about fostering inclusive, accessible, and vibrant spaces that enhance the well-being of our community. During my tenure, I have demonstrated a commitment to community engagement, strategic planning, and advocating for programs that address diverse recreational, cultural, and social needs.

My qualifications include a deep understanding of community priorities, collaborative leadership experience, and a proven track record of driving initiatives that promote sustainability, equity, and public participation. I am eager to build on the progress made, champion innovative programs, and ensure our parks and services remain a cornerstone of community life.

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

12. References (include name and phone number)

Gabby Sanchez -
Ruben Sanchez -

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

By signing below you affirm the statement above.

Full Name (Signature) *

[REDACTED]



CITY OF LAWDALE

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

DATE: February 18, 2025

TO: Honorable Mayor and City Council

FROM: Dr. Sean M. Moore, City Manager

PREPARED BY: Vanesa Alvarez, Administrative Assistant
Yvette Palomo, Assistant City Clerk

SUBJECT: **Senior Citizen Advisory Committee Appointments for 2025-2027 Term**

BACKGROUND

On June 5, 2023, the City Council adopted Resolution No. CC-2306-023 appointing five (5) members to serve on the Senior Citizen Advisory Committee (Committee) for a term beginning June 5, 2023, and ending February 28, 2025.

On November 6, 2023, the City Council adopted Resolution No. CC-2311-042 appointing two (2) members to serve on the Committee for a term beginning immediately and ending February 28, 2025.

In 2024, the City Council adopted Resolution No. CC-2403-060, Resolution No. CC-2406-084 and Resolution No. CC-2408-088 appointing four (4) members respectively to serve on the Committee for a term ending February 28, 2025.

On February 3, 2025, the City Council adopted Resolution No. CC-2502-008 reducing the number of members from twelve (12) members to seven (7) members.

STAFF REVIEW

To be appointed to the Senior Citizen Advisory Committee, a person must submit an application, must be at least 55 years of age, and must reside in the City, or participate in the City's senior citizen program and reside within any of the cities commonly known as the South Bay cities for at least 30 consecutive days before submitting the application. Pursuant to Lawndale Municipal Code Section 2.40.030, the Mayor appoints new members with the approval of the City Council.

The City received six (6) applications for appointment to the Committee.

The following applicants have been reviewed by Mayor Pullen-Miles and have been selected for appointment:

Adriana Heidman*	Larry Stouch*	Evelyn Legarda*
Lisa Gould*	Ann Drown	Timothy Hudson Roberts*

A reappointment is indicated by an asterisk (*).

In anticipation that the Mayor would make the appointments and that the City Council would approve the appointments, staff has prepared Resolution No. CC-2502-012 for your consideration.

The term for these appointments will start on March 1, 2025, and end February 28, 2027.

LEGAL REVIEW

The City Attorney's office has reviewed Resolution No. CC-2502-012 and approved it as to form.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that the City Council:

1. Approve the Mayor's appointments by directing staff to insert the appointees' names in Section 1 and 2 of Resolution No. CC-2502-012; and
2. Adopt Resolution No. CC-2502-012 as amended.

Attachments

[A. Resolution No. CC-2502-012 Senior Citizen Advisory Committee](#)

[B. Senior Citizen Advisory Committee Applications Redacted](#)

ATTACHMENT A

RESOLUTION NO. CC-2502-012

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWNDAL, CALIFORNIA,
CONFIRMING APPOINTMENTS TO
THE SENIOR CITIZEN ADVISORY COMMITTEE**

WHEREAS, the City Council established, by Resolution No. CC-1407-032, the 12-member Senior Citizen Advisory Committee ("Committee") of the City of Lawndale; and

WHEREAS, with the adoption of Resolution No. CC-1903-013, Resolution No. CC-1906-029, and Resolution No. CC-1911-054, the City Council appointed eleven (11) Committee members to a term that ended on February 28, 2021; and

WHEREAS, with the adoption of Resolution No. CC-2103-009, the Mayor and City Council extended the Committee members' terms through February 28, 2023; and

WHEREAS, on June 5, 2023, the City Council adopted Resolution No. CC-2306-023 appointing five (5) members to serve on the Committee from June 5, 2023, to February 28, 2025; and

WHEREAS, on November 6, 2023, the City Council adopted Resolution No. CC-2311-042 appointing two (2) members to serve on the Committee from November 6, 2023, to February 28, 2025; and

WHEREAS, in 2024, the City Council adopted Resolution No. CC-2403-060, Resolution No. CC-2406-084 and Resolution No. CC-2408-088 appointing four (4) members respectively to serve on the Committee for a term ending February 28, 2025; and

WHEREAS, on February 3, 2025, the City Council adopted Resolution No. CC-2502-008 reducing the number of members from twelve (12) members to seven (7) members; and

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

WHEREAS, eligible residents have submitted applications for appointment to the Committee; and

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

WHEREAS, the Mayor has appointed six (6) of the applicants to the Committee and the City Council wishes to ratify the appointments.

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

SECTION 1. The City Council approves the Mayor's reappointment of _____, _____, _____, _____, and _____ to the Senior Citizen Advisory Committee.

SECTION 2. The City Council approves the Mayor's appointment of _____, to the Senior Citizen Advisory Committee.

SECTION 3. All members of the Committee shall serve a term of office to commence on March 1, 2025, and expire on February 28, 2027, unless earlier removed.

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

SECTION 5. The members of the Senior Citizen Advisory Committee shall serve without compensation, unless the City Council, by resolution or otherwise provides, but may receive reimbursement for necessary travel and other expenses incurred in the performance of an official duty, when such expenditures are first authorized by the City Council.

PASSED, APPROVED AND ADOPTED this 18th day of February, 2025

Robert Pullen-Miles, Mayor

ATTEST:

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

I, Erica Harbison, City Clerk of the City of Lawndale, California, do hereby certify that the City Council of the City of Lawndale duly approved and adopted the foregoing Resolution No. CC-2502-012 at a regular meeting of said Council held on the 18th day of February, 2025, by the following roll call vote:

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

Erica Harbison, City Clerk

APPROVED AS TO FORM:

Gregory M. Murphy, City Attorney

ATTACHMENT B



25 JAN 6 12:55PM

CITY OF LAWDALE
APPLICATION FOR APPOINTMENT TO
CITY COMMISSIONS, COMMITTEES AND BOARDS

I am applying for appointment to: (check all boxes that apply)

- | | |
|---|---|
| <input type="checkbox"/> Planning Commission | <input type="checkbox"/> Beautification Committee |
| <input type="checkbox"/> Parks, Recreation & Social Services Commission | <input checked="" type="checkbox"/> Senior Citizen Advisory Committee |
| <input type="checkbox"/> | <input type="checkbox"/> Personnel Board |

Name: LARRY STOUCH

Daytime Phone: [REDACTED]

Home Address: [REDACTED]

City: LAWDALE Zip: 90260

E-mail Address: [REDACTED]

Yrs. Lived in Lawndale: 24

Occupation (briefly describe your duties): RETIRED

Employer: —

Work Phone: (7) —

Work Address: —

City: —

Zip: —

Educational Background/Degrees: SOME COLLEGE

Licenses or Special Certificates Held: —

List any other committees/commissions on which you have served, and the year(s) of service: LAWDALE TRAVEL CLUB 4 YEARS

Organizations to which you belong (professional, technical, community, services): SCAC

State why you wish to serve and why you believe you are qualified for the position. (Use additional paper, if necessary).

AS A SENIOR I SEE THE NEED TO BRING THE CONCERNS OF SENIORS NEEDS TO THE CITY

References (include name and daytime phone number):

(1) MARY SMITH [REDACTED]

(2) PHYLLIS BURTON [REDACTED]

I hereby certify that this application is complete and true in all respects and understand that any falsification or omission may be cause for disqualification. I understand and agree to the following: a) that I am disqualified from appointment to any advisory body if I am a relative of a councilmember, a city employee or a person appointed to the same advisory body to which I am applying; b) that any or all information on this form may be verified; c) that this document is a public record subject to the provisions of the California Public Records Act; d) that, if I am appointed, I will be required to submit to a background check.

Signature: [REDACTED]

Date: 1-3-25

The City of Lawndale certifies that it does not discriminate on the basis of race, color, religion, national origin, sex, age or handicap status in providing its services, programs, benefits and employment.

RETURN THIS FORM TO:

CITY CLERK, CITY OF LAWDALE, 14717 BURIN AVENUE, LAWDALE, CA. 90260

For information call (310) 973-3213



25 JAN 23 2:50PM

CITY OF LAWDALE
APPLICATION FOR APPOINTMENT TO
CITY COMMISSIONS, COMMITTEES AND BOARDS

I am applying for appointment to: (check all boxes that apply)

- | | |
|---|---|
| <input type="checkbox"/> Planning Commission | <input type="checkbox"/> Beautification Committee |
| <input type="checkbox"/> Parks, Recreation & Social Services Commission | <input checked="" type="checkbox"/> Senior Citizen Advisory Committee |
| <input type="checkbox"/> Cable Commission | <input type="checkbox"/> Personnel Board |

Name: EVELYN Legarda Daytime Phone: [REDACTED]

Home Address: [REDACTED] City: Lawndale Zip: 90260

E-mail Address: [REDACTED] Yrs. Lived in Lawndale: 53

Occupation: 0

Duties: 0

Employer: 0 Work Phone: () 0

Address: 0 City: 0 Zip: 0

Educational Background/Degrees: High School

Licenses or Special Certificates Held: _____

List any other committees/commissions on which you have served, and the year(s) of service: PTA Green Smith

Leuzinger Corps Evaluation

Organizations to which you belong (professional, technical, community, services): _____

State specifically why you wish to serve and why you believe you are qualified for the position. (Use additional paper, if necessary). _____

References (include name and daytime phone number: (1) Dolores Foster [REDACTED]

(2) Helen Walker [REDACTED]

I hereby certify that this application is complete and true in all respects and understand that any falsification or omission may be cause for disqualification. I understand and agree to the following: a) that any or all information on this form may be verified; b) that this document is a public record subject to disclosure under the Public Records Act c) that, if I am appointed, I will be required to submit to a background check by the City.

Signature: [REDACTED] Date: 1-22-25

The City of Lawndale advises the public, employees and job applicants that it does not discriminate on the basis of race, color, religion, national origin, sex, age or handicap status in providing its services, programs, benefits and employment.

RETURN THIS FORM TO:

CITY CLERK, CITY OF LAWDALE, 14717 BURIN AVENUE, LAWDALE, CA. 90260
For information call (310) 973-3213

View results

Respondent

2

Anonymous

106:54

Time to complete

1. Full name *

Timothy Hudson Roberts

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

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

3. Phone number *

[REDACTED]

4. Email address *

[REDACTED]

5. Home Address, City & Zip Code *

[REDACTED]

6. Years Lived in Lawndale *

13

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

N/A

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

High School Diploma

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

[REDACTED]

10. State why you wish to serve and why you believe you are qualified for the position (attach optional additional documents such as a resume or bio).

I want to help the Seniors in our community. Almost in a daily basis, I socialize and interact with Seniors at various community centers, therefore I'm in a position to address their concerns.

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

12. References (include name and phone number)

Leilani Ikahihifo [REDACTED]

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

By signing below you affirm the statement above.

Full Name (Signature) *

[REDACTED]



JAN 23 2:50PM

CITY OF LAWDALE
APPLICATION FOR APPOINTMENT TO
CITY COMMISSIONS, COMMITTEES AND BOARDS

I am applying for appointment to: (check all boxes that apply)	
<input type="checkbox"/> Planning Commission	<input type="checkbox"/> Beautification Committee
<input type="checkbox"/> Parks, Recreation & Social Services Commission	<input checked="" type="checkbox"/> Senior Citizen Advisory Committee
<input type="checkbox"/> Cable Commission	<input type="checkbox"/> Personnel Board

Name: Adriana Heidman Daytime Phone: [REDACTED] (Land Line)
Home Address: [REDACTED] City: Lawndale Zip: 90260
E-mail Address: [REDACTED] Yrs. Lived in Lawndale: 50+
Occupation: retired

Duties: _____

Employer: _____ Work Phone: _____

Address: _____ City: _____ Zip: _____

Educational Background/Degrees: AA

Licenses or Special Certificates Held: various through BSA & PTA

List any other committees/commissions on which you have served, and the year(s) of service: BSA, PTA - 3yrs 20+ years

Organizations to which you belong (professional, technical, community, services): _____

State specifically why you wish to serve and why you believe you are qualified for the position. (Use additional paper, if necessary). believe I could contribute ideas that would benefit the seniors

References (include name and daytime phone number: (1) _____
(2) _____

I hereby certify that this application is complete and true in all respects and understand that any falsification or omission may be cause for disqualification. I understand and agree to the following: a) that any or all information on this form may be verified; b) that this document is a public record subject to disclosure under the Public Records Act c) that, if I [REDACTED] background check by the City.

Signature: [REDACTED] Date: 1/22/25

The City of Lawndale advises the public, employees and job applicants that it does not discriminate on the basis of race, color, religion, national origin, sex, age or handicap status in providing its services, programs, benefits and employment.

RETURN THIS FORM TO:
CITY CLERK, CITY OF LAWDALE, 14717 BURIN AVENUE, LAWDALE, CA. 90260
For information call (310) 973-3213



725 JAN 23 2:50PM

CITY OF LAWDALE
APPLICATION FOR APPOINTMENT TO
CITY COMMISSIONS, COMMITTEES AND BOARDS

I am applying for appointment to: (check all boxes that apply)

<input type="checkbox"/> Planning Commission	<input type="checkbox"/> Beautification Committee
<input type="checkbox"/> Parks, Recreation & Social Services Commission	<input checked="" type="checkbox"/> Senior Citizen Advisory Committee
<input type="checkbox"/> Cable Commission	<input type="checkbox"/> Personnel Board

Name: LISA GOULD Daytime Phone: [REDACTED]
Home Address: [REDACTED] City: HAWTHORNE Zip: 90250
E-mail Address: [REDACTED] Yrs. Lived in Lawndale: _____
Occupation: RETIRED
Duties: DOCUMENT CONTROL REP
Employer: LOCKHEED-MARTIN Work Phone: _____
Address: _____ City: _____ Zip: _____
Educational Background/Degrees: _____
Licenses or Special Certificates Held: _____
List any other committees/commissions on which you have served, and the year(s) of service: _____

Organizations to which you belong (professional, technical, community, services):
WIDOWED FRIENDSHIP GROUP & NEWCOMERS OF SOUTH BAY

State specifically why you wish to serve and why you believe you are qualified for the position. (Use additional paper, if necessary). LIKE TO MAKE THINGS BETTER FOR SENIORS

References (include name and daytime phone number):
(1) JOAN BOOKE [REDACTED]
(2) BARBARA MUNTZ [REDACTED]

I hereby certify that this application is complete and true in all respects and understand that any falsification or omission may be cause for disqualification. I understand and agree to the following: a) that any or all information on this form may be verified; b) that this document is a public record subject to disclosure under the Public Records Act • c) that, if I am appointed, I will be required to submit to a background check by the City.

Signature: [REDACTED] Date: 1-22-25

The City of Lawndale advises the public, employees and job applicants that it does not discriminate on the basis of race, color, religion, national origin, sex, age or handicap status in providing its services, programs, benefits and employment.

RETURN THIS FORM TO:
CITY CLERK, CITY OF LAWDALE, 14717 BURIN AVENUE, LAWDALE, CA. 90260
For information call (310) 973-3213



25 JAN 16 1:52PM

CITY OF LAWNDALE
APPLICATION FOR APPOINTMENT TO
CITY COMMISSIONS, COMMITTEES AND BOARDS

I am applying for appointment to: (check all boxes that apply)

- | | |
|---|---|
| <input type="checkbox"/> Planning Commission | <input type="checkbox"/> Beautification Committee |
| <input type="checkbox"/> Parks, Recreation & Social Services Commission | <input checked="" type="checkbox"/> Senior Citizen Advisory Committee |
| <input type="checkbox"/> Cable Commission | <input type="checkbox"/> Personnel Board |

Name: Ann Drown Daytime Phone: [REDACTED]

Home Address: [REDACTED] City: Lawndale Zip: 90260

E-mail Address: [REDACTED] Yrs. Lived in Lawndale: 17

Occupation (briefly describe your duties): retired

Employer: _____ Work Phone: () _____

Work Address: _____ City: _____ Zip: _____

Educational Background/Degrees: high school diploma

Licenses or Special Certificates Held: yoga instructor

* List any other committees/commissions on which you have served, and the year(s) of service: I have volunteered in classrooms and admin for GATE education in Torrance Unified

Organizations to which you belong (professional, technical, community, services): _____

State why you wish to serve and why you believe you are qualified for the position. (Use additional paper, if necessary).

** As a senior living in Lawndale I am interested in what our city has to offer the senior community.

References (include name and daytime phone number): (1) Jackie Kiles [REDACTED]
(3) Michael Ruccolo [REDACTED] (2) Grace Jovelace [REDACTED]

I hereby certify that this application is complete and true in all respects and understand that any falsification or omission may be cause for disqualification. I understand and agree to the following: a) that I am disqualified from appointment to any advisory body if I am a relative of a councilmember, a city employee or a person appointed to the same advisory body to which I am applying; b) that any or all information on this form may be verified; c) that this document is a public record subject to disclosure under the Public Records Act; and d) that, if I am appointed, I will be required to submit to a background check by the City.

Signature: [REDACTED] Date: 1-9-25

The City of Lawndale advises the public, employees and job applicants that it does not discriminate on the basis of race, color, religion, national origin, sex, age or handicap status in providing its services, programs, benefits and employment.

RETURN THIS FORM TO:
CITY CLERK, CITY OF LAWNDALE, 14717 BURIN AVENUE, LAWNDALE, CA. 90260
For information call (310) 973-3213

* Committees - when my children were in school.

- I taught senior chair yoga at Sunrise Senior Center.
- I was volunteer desk staff at Lyfe Yoga Center for 15 plus years.
- I taught senior yoga for Redondo Beach Parks and Recreation for six plus months
- I participated in Hawthorne ~~planning~~ planning meetings in the last few months.

** why I enjoy working with others in a positive way and am open to new ideas and sharing my experiences as a Jawndate senior.



CITY OF LAWNDALE

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

DATE: February 18, 2025

TO: Honorable Mayor and City Council

FROM: Dr. Sean M. Moore, City Manager

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

SUBJECT: **Introduction and First Reading of Ordinance No. 1209-25, Amending Section 2.04.040 of Title 2 of the Lawndale Municipal Code Regarding City Clerk Compensation**

BACKGROUND

At the December 2, 2024, City Council meeting, Mayor Pro Tem, Pat Kearney, requested that City Council review and discuss the compensation for the elected City Clerk. During the regular City Council meeting held on February 3, 2025, City Council further discussed the City Clerk's compensation and directed staff to prepare an ordinance amending Chapter 2.16 of the Lawndale Municipal Code Regarding the Compensation for the City Clerk position.

STAFF REVIEW

Government Code section 36517 allows for the city clerk to receive compensation at set times, as determined by an ordinance. The Lawndale Municipal Code, Chapter 2.16, Section 2.16.010 sets the current City Clerk's compensation at \$350 per month, as established by Ordinance No. 1003-07. On February 3, 2025, City Council approved an increase to the City Clerk's compensation from its current rate of \$350 per month to \$700 per month. As such, Ordinance No. 1209-25 has been prepared for introduction to increase City Clerk's compensation to \$700 per month, which will take effect 30 days after the second reading of the ordinance.

LEGAL REVIEW

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

FISCAL IMPACT

The salary for the City Clerk is currently budgeted at \$4,200 per fiscal year. The cost to increase the City Clerk's compensation will be \$2,100 for the remainder of Fiscal Year 2024-25.

RECOMMENDATION

Staff recommends that City Council: 1) Introduce for first reading by title only and waive further reading of Ordinance No. 1209-25, amending Chapter 2.16 of the Lawndale Municipal Code Regarding Compensation for Elected City Clerk to become effective 30 days after the second reading of the ordinance; and 2) authorize the Director of Finance/City Treasurer to appropriate \$2,100 from the General Fund to the Salaries – Elected Officials line item 100.130.501.200; OR 3) provide other direction to the City Manager and staff, if any.

Attachments

[Attachment A - Ord No 1209-25 Amend LMC Ch 2.16 City Clerk Compensation](#)

ATTACHMENT A

ORDINANCE NO. 1209-25

**AN ORDINANCE OF THE CITY COUNCIL OF THE
CITY OF LAWNSDALE, CALIFORNIA, AMENDING
CHAPTER 2.16 OF THE LAWNSDALE MUNICIPAL
CODE REGARDING COMPENSATION FOR THE
ELECTED CITY CLERK**

SUMMARY: This ordinance will increase the monthly compensation paid to the elected City Clerk.

WHEREAS, Lawnsdale Municipal Code Section 2.16.010 describes the compensation given the City Clerk of the City of Lawnsdale; and

WHEREAS, pursuant to California Government Code Section 36517, the City Council may increase the compensation of the City Clerk; and

WHEREAS, pursuant to Ordinance 1003-07, the monthly compensation for the City Clerk was previously adjusted from \$250 per month to \$350 per month; and

WHEREAS, the City Council desires to amend Lawnsdale Municipal Code Section 2.16.010 to increase the City Clerk's monthly stipend.

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

SECTION 1. Section 2.16.010 of the Lawnsdale Municipal Code is hereby amended, in its entirety, to read as follows:

"2.16.010 Election -- Qualifications -- Salary.

The office of city clerk shall be filled by election by the voters of the city. No person shall hold the office of city clerk unless such person has the qualifications for office provided in Title 4, Division 3, Part 1 of the Government Code of the State of California. The city clerk shall receive as compensation the sum of ~~three hundred fifty~~ **seven hundred** dollars per month, as prescribed in Government Code Section 36517."

SECTION 2. Any portion of any resolution or ordinance in conflict herewith, including Ordinance No. 1003-07, is superseded and repealed as of the effective date of this ordinance.

SECTION 3. If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of any competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance, and each and every

section, subsection, sentence, clause and phrase thereof not declared invalid or unconstitutional without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

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

INTRODUCED this 18th day of February, 2025, PASSED, APPROVED, AND ADOPTED this ___th day of March, 2025.

Robert Pullen-Miles, Mayor

ATTEST:

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

I, Erica Harbison, City Clerk of the City of Lawndale, California, do hereby certify that the foregoing Ordinance No. 1209-25 was duly introduced at a regular meeting of the City Council held on the 18th day of February, 2025, and was duly approved and adopted said Ordinance No. 1209-25 at its regular meeting held on the __th day of March, 2025, by the following roll call vote:

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

Erica Harbison, City Clerk

Date

APPROVED AS TO FORM:

Gregory M. Murphy, City Attorney



CITY OF LAWDALE

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

DATE: February 18, 2025
TO: Honorable Mayor and City Council
FROM: Dr. Sean M. Moore, City Manager
PREPARED BY: Hrant Manuelian, Finance Director/City Treasurer
SUBJECT: **Mid-Year Budget Update for Fiscal Year 2024-2025**

BACKGROUND

The Mid-Year report summarizes the status of the City's FY 24-25 budget at the halfway point of the fiscal year. This mid-year report will focus on revenues and expenditures of the General Fund through December 31, 2024. The focus is on the General Fund since spending is at the discretion of the City Council to support the day to day activities of the City.

The Fiscal Year 2024-2025 budget was adopted by City Council on June 3, 2024, Resolution No. CC-2406-079.

STAFF REVIEW

The Mid-Year for Fiscal Year 2024–2025 budget update has been prepared to provide City Council with an overall update of the City's budget with an emphasis on the General Fund as of December 31, 2024. Budget adjustments are being proposed to increase General Fund appropriations.

GENERAL FUND YTD SUMMARY			
	<i>Amended Budget</i>	<i>Actual YTD</i>	<i>Actual % to Budget</i>
Total Revenue	\$ 21,029,753	\$ 9,781,854	47%
Total Expenditures	21,010,222	8,346,845	40%

LEGAL REVIEW

None.

FISCAL IMPACT

If the City Council approves the proposed budget amendments, General Fund revenues will decrease by \$258,219 bringing total revenues budget to \$20,771,534 and General Fund expenditures will increase by \$156,500 bringing the total expenditure budget to \$21,166,722 for FY 24-25. As noted in the Budget Review attachment this will create a budget deficit of \$395,188, however we have identified salary, contract service, supplies, and maintenance savings of over \$400K to offset this deficit.

RECOMMENDATION

Staff recommends that the City Council approve all recommended budget amendments noted in the Mid-Year Update for FY 2024-2025.

Attachments

[Mid Year Budget Review FY 24-25.pdf](#)

ATTACHMENT A



City of Lawndale

Budget Update

Mid-Year Fiscal Year 2024-25

OVERVIEW

This Mid-Year report summarizes the status of the City's FY 24-25 budget at the halfway point of the fiscal year. The data represents budget activities through December 31, 2024.

GENERAL FUND

The General Fund supports the day-to-day activities of the City, which includes general government, public safety, municipal services, and public works. The General Fund activities are primarily tax-supported.

General Fund Financial Condition: As of December 31, General Fund revenues are at 47% and expenditures are at 40% of the amended budget.

GENERAL FUND YTD SUMMARY			
	Amended Budget	Actual YTD	Actual % to Budget
Total Revenue	\$ 21,029,753	\$ 9,781,854	47%
Total Expenditures	21,010,222	8,346,845	40%

The chart below summarizes the budget amendments proposed and the effect on the General Fund Balance for FY 24/25.

GENERAL FUND PROJECTED BUDGET			
	Amended Budget	Budget Amendments	Projected Budget
Total Revenue	\$ 21,029,753	\$ (258,219)	\$ 20,771,534
Total Expenditures	21,010,222	156,500	21,166,722
		Budget Surplus/(Deficit)	(395,188)

As a result of the proposed budget amendments, it is projected that there will be a budget deficit in the General Fund of \$395,188. However, it is noted that this deficit will be offset by savings identified of over \$400K. These savings include salary savings from vacant positions, including the Accounting Manager, Public Works Director, Community Development Manager and Director. These salary savings account for \$153K of the identified savings to offset the deficit. We have also identified about \$135K in savings from several contracts that were related to these vacancies as we used outside temporary services and as these positions were filled the contracts were terminated. Finally, an additional \$120K in savings was identified which were for items such as supplies, travel/meeting, staff development, and maintenance related to both building and vehicles. As a result of these saving identified it is expected that at year-end the budget will be balanced and the City will not have a deficit.

Revenue

The General Fund accounts for roughly half of the City's total revenue budget. Overall, General Fund revenue as of December 31, was 2% lower or \$204K than the same period last fiscal year. The most significant decrease was in Sales and Use Tax including Measure L Sales Tax which decreased \$800K or 22%. Community Development Fees decreased \$94K or 16% as compared to the same period in 2024. These decreases were partially offset by the sale of the multimedia van for just over \$100K, increase in Motor Vehicle In-Lieu of Property Tax by \$246K or 11.4%, an increase in Interest Income by \$208K or 49.8%, increase in Property Tax by \$44K or 5%, and an increase Utility Users Tax of \$49K or 4.7%.



City of Lawndale
Budget Update
Mid-Year Fiscal Year 2024-25

Below are the budgeted and projected revenue for the fiscal year by source.

GENERAL FUND REVENUE BY SOURCE				
Revenue Source	Amended Budget	Actual YTD	FY Estimate	Anticipated Budget Variance
Motor Vehicle In-Lieu Tax	\$ 4,847,303	\$ 2,549,897	\$ 4,847,303	\$ -
Sales & Use Tax	3,991,172	1,461,524	3,775,011	(216,161)
Sales Trans Tax	2,973,816	1,296,842	2,831,258	(142,558)
Utility Users Tax	2,116,500	1,093,750	2,116,500	-
Other Taxes	2,101,250	679,859	2,101,250	-
Property Tax	1,863,724	870,777	1,863,724	-
Court & Traffic Fines	670,000	393,499	670,000	-
Other Financing Sources	1,255,000	626,147	1,255,000	-
Charges for Services	218,320	63,867	218,320	-
Use of Money & Property	19,668	19,668	19,668	-
Licenses & Permits	45,000	18,676	45,000	-
Other Revenue	90,000	162,759	190,500	100,500
Community Service Fees	85,000	49,721	85,000	-
Community Development Fees	750,000	491,869	750,000	-
Operating Transfers In	3,000	3,000	3,000	-
Total General Fund	\$21,029,753	\$ 9,781,855	\$20,768,534	\$ (258,219)

- **Property Tax:** Property taxes have remained fairly constant, and the City is on track to meet the budgeted amount.
- **Sales and Use Taxes:** Based on current year-to-date revenues and projections provided by HdL our third-party sales tax consultant we expect to come in below the original budgeted revenues for the fiscal year. Therefore, we are proposing an amendment to decrease the revenue budget in Sales and Use Tax by \$216,161 and in Sales Transfer Tax by \$142,558.
- **Utility Users Tax:** UUT is a tax imposed on user consumption of utility services, including communication, electric, gas, water, and cable television. Based on actual year-to-date collections, revenue is in line with the budget and the city is on target to meet its budgeted revenues from UUT.
- **Other Taxes:** Franchise Fees, Transient Occupancy Tax (TOT) and Business License revenue are the most significant revenue sources included in Other Tax. Other taxes are in line with budgeted amounts and no further amendments are needed.
- **Court and Traffic Fines:** Court and Traffic Fines are made up of Parking Fines, DMV Bail and False Alarm fees. For the most part we expect to be in line with the budget.
- **Other Financing Sources:** Other Financing Sources is made up of interest oncome from City investments. Based on year-to-date revenues the City is on track to meet budgeted amounts.
- **Other Revenue:** Other revenues accounts for all other miscellaneous revenues the City collects. This includes code enforcement tickets, donations, and insurance rebates. These revenues are on track to meet the budgeted amounts.



City of Lawndale
Budget Update
Mid-Year Fiscal Year 2024-25

General Fund Revenue Budget Adjustments

Based on year-to-date collections, the General Fund revenues are at 47% of the budgeted amount. As noted above we expect a decrease in Sales Tax Revenues and an increase in Other Revenues due to the sale of the multimedia van.

See below the detailed list of accounts and proposed budget amendments.

General Fund Revenue Budget Amendments		
Account	Description	Increase/ (Decrease)
100-000-400.200	Sales & Use Tax	(216,161)
100-000-400.210	Sales Tax Measure L	(142,558)
100-000-435.300	Sale of City Property	100,500
	Total	(258,219)

Expenditures

At mid-year General Fund expenditures overall are on target. We are recommending a total expenditure budget amendment of \$156,500 in the General Fund. Below is a chart of expenditures by department as of December 31, 2024. We are at 40% of the General Fund budgeted expenditures. Budget adjustments are proposed and described in detail on the following pages.

GENERAL FUND EXPENDITURES BY DEPARTMENT			
Department	Amended Budget	Actual YTD	Actual % to Budget
City Council	\$ 258,552	\$ 92,159	36%
City Attorney	660,000	244,682	37%
City Clerk	405,607	148,033	36%
City Manager	597,307	269,796	45%
Administrative Svcs	301,928	107,975	36%
General Operations	2,054,887	1,782,597	87%
Cable Television	259,040	108,476	42%
Information Systems	232,650	125,613	54%
Finance	992,893	350,114	35%
Police Services	7,440,014	2,491,317	33%
Municipal Services	1,563,646	661,825	42%
Public Works Admin.	1,149,751	326,072	28%
Grounds Maintenance	1,809,205	587,583	32%
Street Maintenance	416,519	185,997	45%
Engineering	105,390	38,504	37%
Community Services	1,107,306	375,576	34%
Special Events	151,946	42,163	28%
Community Development	1,503,581	408,363	27%
Total General Fund	\$ 21,010,222	\$ 8,346,845	40%



City of Lawndale
Budget Update
Mid-Year Fiscal Year 2024-25

General Fund Expenditure Budget Adjustments

Based on year-to-date expenditures, the General fund is expected to expend \$21,166,722 by fiscal year-end. This is an increase of \$617,996 as compared to the original budgeted amount of \$20,548,726. Most of this increase (\$461,496) was approved through budget amendments approved during council meetings. For mid-year we are recommending a budget amendment of \$156,500 to the General Fund.

See the below-detailed list of accounts and proposed budget amendments/reclassifications.

General Fund Expenditure Budget Amendments			
Account	Department	Description	Increase/ (Decrease)
100-320-515.400	Public Works- Grounds	Water	\$ 110,000
100-330-515.400	Public Works- Streets	Water	46,500
		Total	\$ 156,500

Budget Amendments by Department

Public Works – Amendment is needed to account for incorrect meter reading at one location. The average monthly charge was \$800 and has now increased to \$3,000. Also they are claiming back charges for the past year and a half for \$38,000.



CITY OF LAWNDALE

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

DATE: February 18, 2025
TO: Honorable Mayor and City Council
FROM: Dr. Sean M. Moore, City Manager
PREPARED BY: Hrant Manuelian, Finance Director/City Treasurer
SUBJECT: **2025 Fireworks Applications Approval**

BACKGROUND

Each year, the City Council approves the award of up to eight (8) fireworks sales permits pursuant to a specific application and review process. These permits are issued to non-profit community and youth-based organizations according to the criteria set forth in Lawndale Municipal Code ("LMC") Chapter 8.12.

STAFF REVIEW

This year's application period concluded on January 30, 2025. Three applications for fireworks sales were received. Chapter 8.12 of the Lawndale Municipal Code (also known as the "Fireworks ordinance") and Council Policy 83-04 serve to regulate the fireworks process. The Fireworks ordinance provides for a maximum of eight conditional fireworks permits to be issued as follows: five are to be awarded to youth-based organizations, and three are to be awarded to community-based organizations. In the event that there are more than the maximum eligible applicants for either the youth-based or community-based category, the excess applicants may fill the space of the other category if vacancies exist. It should be noted that a "ninth" booth is annually granted, without the traditional application requirements, to the Parks and Recreation Social Services Commission (PRSSC) per Chapter 8.12.060 (E) of the Municipal Code.

At this time, three applicants have submitted their applications and complied with the initial requirements. These three applications have been submitted for your conditional approval. They are:

1. Lawndale Parks and Recreation Social Services Commission (PRSSC)
2. Lawndale Little League
3. Wesleyan Church of Lawndale

It was noted the the Lawndale Little League fireworks permit was revoked last year, per LMC Chapter 8.12.040(B)3. All three of the applicants did attend the required opening orientation meeting and are being submitted for approval per Council Policy 83-04 which requires attendance at the January meeting.

LEGAL REVIEW

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

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that City Council approve or deny conditional permits to sell fireworks to the three applicants listed above or take other action if deemed appropriate.



CITY OF LAWNDALE

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

DATE: February 18, 2025
TO: Honorable Mayor and City Council
FROM: Dr. Sean M. Moore, City Manager
PREPARED BY: Lucho Rodriguez, Public Works Director
SUBJECT: **Measure M Application**

BACKGROUND

The South Bay Local Travel Network (LTN) is a regional initiative of the South Bay Cities Council of Governments (SBCCOG) to provide a network of slower speed streets that support the use of zero-emission transportation modes, which include electric vehicles, pedal bikes, e-bikes, and e-scooters. On January 6, 2025, City Council approved the City's LTN in Lawndale. Now, the SBCCOG is helping cities participating in the LTN to obtain Metro's Measure M funding for their portion of the network.

STAFF REVIEW

The Local Travel Network (LTN) is a network of slower speed streets that support the use of zero-emission transportation modes, which includes walking, biking, and the usage of other micromobility devices like electric vehicles, e-bicycles, and scooters. The LTN in Lawndale extends throughout the City as shown on the maps in attachment 1. The improvements for the network include street signage, wayfinding signs, pavement markings and striping. The LTN does not propose any dedicated bicycle lanes or removal of existing car-oriented infrastructure in Lawndale but will be mainly based on Class III routes that share the road. The LTN uses a directional and wayfinding overlay signage program to help safely guide LTN users around neighborhoods, to and from destinations, and across higher speed streets. Measure M funding is available for the design, construction and implementation of the network, and funds and the application process are managed by the South Bay Cities Council of Governments (SBCCOG). Staff is ready to submit a Measure M application requesting \$1,648,000 in funding to design and implement the network in Lawndale (Attachment 2). The cost estimate for this project is prepared using a cost estimating tool prepared by consultants to help with the application process.

LEGAL REVIEW

N/A

FISCAL IMPACT

The funding for the Local Travel Network will come directly from Metro's Measure M funds. There is no impact to the General Fund.

RECOMMENDATION

Staff recommend that the City Council authorizes staff to submit the application requesting Measure M funding for the Local Travel Network.

Attachments

[LTN MAPS.pdf](#)

[Lawndale LTN Application.pdf](#)

ATTACHMENT 1
LTN MAPS

PHASE I

City of Lawndale LTN Route Refinements

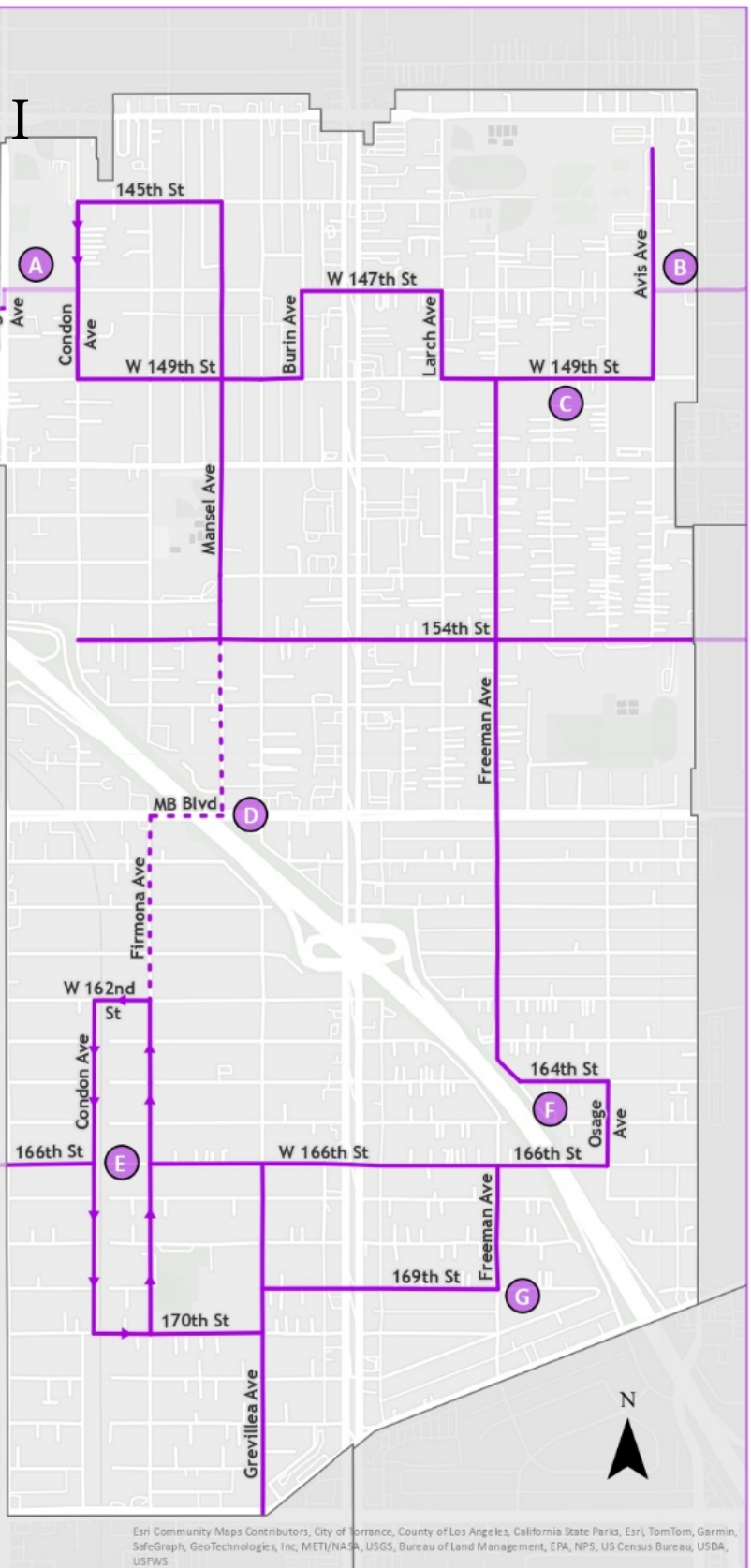
Ad Hoc Committee Rev. 9/10/24

- A** Consider on City of Hawthorne LTN implementation
- B** Consider on City of Hawthorne LTN implementation
- C** Replace 147th St with Larch / 149th / Avis
- D** Contingent on Mansel/MB Blvd crossing facility improvement
- E** Wayfinding signage to accommodate Condon Ave 1-way
- F** Removed 165th/Freeman segment
- G** Consider 4-way stop signs

Proposed LTN Lawndale

- Phase 1 Implementation
- - - Future Implementation
- Future Contingent on Adjacent City Plans

0 0.1 0.2 0.4 Miles



Esri Community Maps Contributors, City of Torrance, County of Los Angeles, California State Parks, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau, USDA, USFWS

PHASE II

City of Lawndale LTN Route Refinements

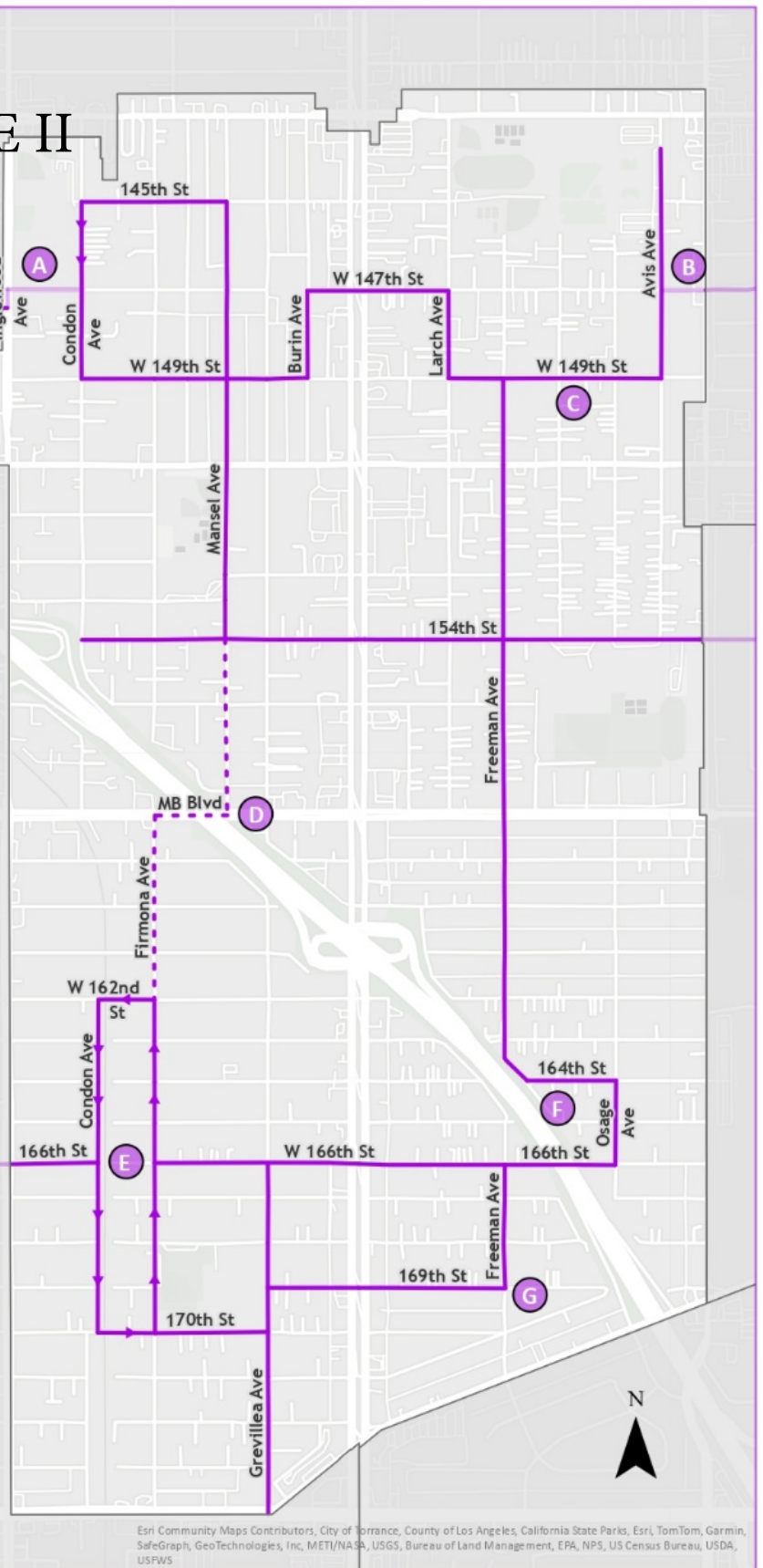
Ad Hoc Committee Rev. 9/10/24

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Proposed LTN Lawndale

- Phase 1 Implementation
- - - Future Implementation
- Future Contingent on Adjacent City Plans

0 0.1 0.2 0.4 Miles



Esri Community Maps Contributors, City of Torrance, County of Los Angeles, California State Parks, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc., METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau, USDA, USFWS

ATTACHMENT 2
MEASURE M APPLICATION

South Bay MSP Candidate Project Fact Sheet

PROJECT TITLE: South Bay Local Travel Network (LTN) in the City of Lawndale

PROJECT LOCATION:

The project is located in the City of Lawndale.

PROJECT LIMITS:

This project limits are citywide. Specific street segments are available in the spreadsheet included as Exhibit 1 with the project maps. Phase 1 is city-wide; Phase 2 – traffic calming/safety facilities (between Mansel Ave., west on Manhattan Beach Blvd., and South at Firmona Avenue).

PROJECT DESCRIPTION INCLUDING MULTI-YEAR SUBREGIONAL PROGRAM AND PROJECT NEXUS:

The purpose of this project is to support the goals of active transportation, reduce vehicle miles travelled and greenhouse gas emissions, and support the adoption of zero-emission micro-mobility vehicles. This project will be a phased implementation of the City's Local Travel Network. Phase 1 will be the deployment of 7.8 LTN route miles (see Exhibit 1) as a Class III shared lane (sharrow) network and branded wayfinding system on low-speed neighborhood streets to connect individuals with key destinations. Phase 2 (1 mile approximately) will include the design and cost estimates of additional street calming facilities at the intersections of Mansel, Manhattan Beach Blvd., and Firmona Avenue. These enhancements will serve to fully connect the LTN on the west side of the city through additional safety and street calming enhancements.

PROJECT BACKGROUND:

Over the past 15 years, research conducted by the South Bay Cities Council of Governments (SBCCOG) demonstrated that approximately 70% of trips in the South Bay are within 3 miles of an individual's home, and 90% are within 10 miles. The data showed that these trips are too short for the frequency and quality of the transit service in the South Bay, but too far to walk. Micro-mobility, however, does offer a solution. By replacing the trips that are currently being made with internal combustion engine powered cars with zero-emission micro-mobility vehicles, greenhouse gas emissions (GHG) would be reduced. Micro-mobility devices are generally low-speed pedal/battery powered devices including, but not limited to, pedal bikes, e-bikes, e-scooters, e-skateboards, and neighborhood electric vehicles (street legal golfcarts). The market and use of these types of vehicles continues to grow. E-bike use has exploded through the COVID-19 pandemic and is likely with the implementation of the State of California e-bike rebate program.

The initial conceptual plan for a “slow-speed” network to support micro-mobility modes was funded by Metro in 2017. From this effort a Caltrans Sustainability grant provided funding to refine the concept into what is now called the South Bay Local Travel Network (LTN). A route network of South Bay streets which connects neighborhoods to neighborhoods to destinations both within and between South Bay cities. The plan proposes a system of low-speed neighborhood streets with crossings of major streets at controlled intersections. The network was specifically designed to operate predominately on 25 mph streets, but never on streets above 35 mph. Although many micro-mobility devices, such as bikes and e-bikes, can travel on streets with posted speeds higher than 35 mph, the mixing of these slow-moving vehicles with significantly higher speed and heavier weighted automobile traffic on major streets poses significant safety concerns.

Through a collaborative process, the SBCCOG worked with the City of Lawndale to develop the network of neighborhood streets as shown in the city’s project maps (below). Through a Class III shared lane (sharrow) network and a branded wayfinding system, users will be able to reach destinations such as schools, parks, civic centers, business/employment centers, and other destinations throughout the city and, ultimately, as the LTN is implemented, between adjacent South Bay cities. Phase I of the City’s phased approach to this project will provide implementation of branded LTN signs along the rights of way with wayfinding signs and MUTCD Class III road markings (Map – Phase 1).

Conceptual planning has indicated that additional street calming, and intersection facilities (Map Phase 2) will be necessary to fully implement a safe and complete network on the west side of the City. Phase 2 of this application will study and provide design and cost data for the LTN route segments found on Mansel (south of 154th Street), to cross Manhattan Beach Blvd. at Firmona Avenue. The design and facilities will address safety enhancements for speed, volume, and turning considerations on route segments that would otherwise result in an LTN network gap.

Phase 2 of the project could also provide design and estimating for parking facilities and amenities as future LTN enhancements. The project’s scope will include extensive community workshops; outreach; and consensus building events. Subsequent LTN and wayfinding implementation goals may include the use of QR codes to further guide travelers if they so desire. A subsequent goal could eventually add the LTN to electronic wayfinding (e.g. Google Maps, Apple Maps, etc.).

REQUESTED FUNDING SOURCE:

Please indicate the program from which you are requesting funds.

☐ Measure R South Bay Highway Program

☐ Measure M Highway Efficiency and Operational Improvements Program

☒ Measure M Transportation System and Mobility Improvements Program

PROJECT BUDGET:

Funding Source	Total Amount	Requested
PA/ED	\$	\$
PS&E	\$	\$
R/W Support	\$	\$
R/W Capital	\$	\$
Construction Support	\$309,000	\$309,000
Construction Capital	\$1,339,000	\$1,339,000
Total	\$1,648,000	\$1,648,000

QUALITATIVE PROJECT PERFORMANCE EVALUATION *(FOR MEASURE M MSP PROJECT REQUESTS ONLY)*:

[For Measure M MSP project requests, please use the Harvey Ball assessment process to include a projection of the anticipated performance of the project for each of the following five themes: mobility, economy, accessibility, safety, and sustainability/quality of life. Within each of the five themes, the appropriate Harvey Ball should be used to reflect the following criteria:

To achieve the following score in a single theme:	Project must meet the corresponding criterion:
● HIGH BENEFIT (100% score)	Significantly benefits one or more theme goals or metrics on a <u>subregional</u> scale
◐ MEDIUM BENEFIT (50% score)	Significantly benefits one or more theme goals or metrics on a <u>corridor or activity center</u> scale
◑ LOW BENEFIT (25% score)	Address one or more theme goals or metrics on a <u>limited/localized scale</u> (e.g., at a single intersection)
○ NEUTRAL BENEFIT (0% score)	Has no cumulative positive or negative impact on theme goals or metrics

— NEGATIVE IMPACT	Results in cumulative negative impact on one or more theme goals or metrics
-------------------	---

Copy and paste the following into the chart below for this project:



Project's Harvey Ball Assessment Projection:

Mobility	Economy	Accessibility	Safety	Sustainability/ Quality of Life
●	●	●	●	●

SCOPE:

Deploy a Class III shared lane system (sharrow markings) on the identified street segments. The city will also implement an accompanying wayfinding system.

DESIGN (Phase 1 and Phase 2)

I. Final Design – Plans, Specifications and Estimates

Tasks to be performed include, but are not limited to, the following:

- A. City selection process to solicit project consultant(s).
- B. City engagement of SBCCOG to provide capacity, planning, and support for outreach and engagement support services for the project. Scope will include and is not limited to the following tasks: community workshops; micro-mobility events and safety trainings; inter-city meetings/planning for sub-regional LTN connectivity between Lawndale and adjacent South Bay communities.
- C. Design the ultimate build out of Multiple Roads (See exhibit 1)
- D. Prepare civil roadway plans for the required improvements, consistent with City format. At a minimum, the Phase 1 plan set shall include Title Sheet, Site Plan, General Construction Notes, Horizontal Control, Typical Sections and Details, Plan and Profile, Drainage/BMP Structure(s) Details, Traffic Striping/Signage/Signal Plans, Street Lighting/Electrical, Bike Lane/Sharrow Plans, and Median/Landscaping Plans.
- E. Phase 2 plan will include the above detail up-to 35% completion. Plan will provide preliminary cost estimates for future construction funding.

- F. Submittal of Phase 1 plan set shall be delivered at 50% and 90% complete and final (five (5) sets per submittal). When project is complete, the Consultant shall provide AutoCAD files for all plan sheets.
- G. For Phase 1 implementation, prepare construction specifications consistent with City format (SSPWC "Greenbook" APWA, current edition with updates).
- H. Submittal of specifications shall be delivered to the City at 90% complete and final. When project is complete, the Consultant shall provide a digital file of specification package in Microsoft Word format for Windows.
- I. Prepare an engineer's construction cost estimate based on the itemized quantity take-off from the contract documents.
- J. Submittal of the engineer's construction cost estimate shall be delivered to the City at 90% complete and final in a spreadsheet format.

II. Project Management (Consultants + SBCCOG) and Preparation of Periodic Updated Schedule, Deliverables and Meetings

Tasks to be performed include, but are not limited to, the following:

- A. Meet as needed with the City to accomplish Project tasks as outlined. Meetings expected between the Consultant, and City, shall be and not be limited to: Project Kick-off Meeting, progress meetings and preparation for the Community Information Workshops and outreach events at 90% design completion; additional events, in support of the project implementation, will be planned and produced in advance of Phase 1 Ribbon Cutting events as well as Phase 2 engagement activities.
- B. Provide periodic schedule updates on deliverables and meetings as changes to original schedule occur or as needed based on the needs of the project.

CONSTRUCTION:

Grantee expects to provide construction oversight, procure a consultant for construction management, award a contract for construction and to perform the following tasks:

- A. Contract with a separate engineering firm to provide Construction Management for the Project. This will be accomplished through an RFP.
- B. Contract with a Contractor for construction or have City Staff do the installation or a combination of both.
- C. Phase 1 Deliverables to include:
 - i. City-Wide Wayfinding and Signage Plan
 - ii. Community workshops; Outreach; and consensus building events
 - iii. Installation of LTN signage and wayfinding signs (see Exhibit 1)
- D. Phase 2 Deliverables to include:

	Phase 1 LTN + Wayfinding		Phase 2 – PS&E 35%	
	START DATE	COMPLETION DATE	START DATE	COMPLETION DATE
PS&E				
65% PS&E				
Civil Design Plans	February 2026	June 2026	February 2027	June 2027
Right-of-Way Engineering				
Structural Design				
Prepare Project Cost Estimate		June 2026	June 2024	June 2027
95% PS&E				
Civil Design Plans	June 2026	December 2026	June 2027	November 2027
Structural Design				

Mansel/Manhattan Beach/Firmona Intersection Facilities Design + Cost Estimate:	
Traffic Speed/Volume Counts	Community Engagement Meetings
Bicycle/NEV Parking Study	35% Design + Costs for Intersection Enhancements

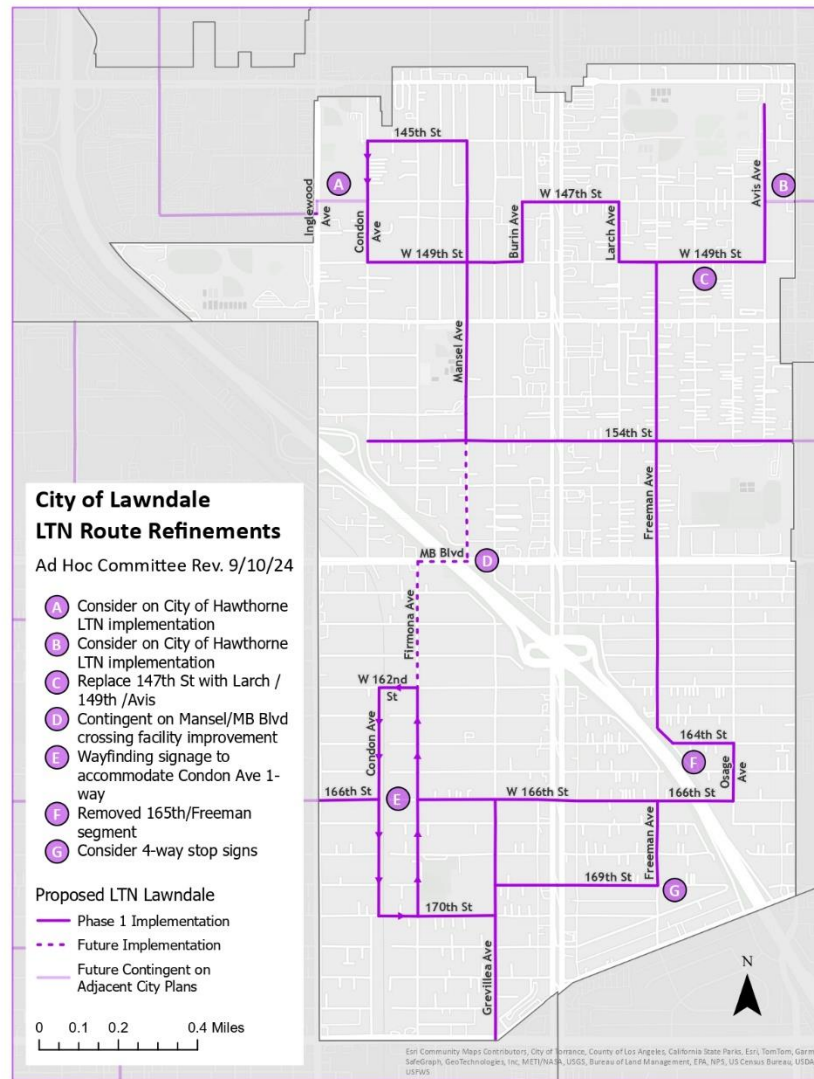
MILESTONES: The implementation schedule for this project will be as follows.

CONSTRUCTION MILESTONES: The implementation schedule for this project will be as follows.

	Phase 1		Phase 2	
	START DATE	COMPLETION DATE	START DATE	COMPLETION DATE
Solicitation (Bid/Proposal)				
Develop Solicitation Package	February 2027	February 2027	TBD	TBD
Solicitation Response	April 2027	April 2027	TBD	TBD
Evaluations	April 2027	April 2027	TBD	TBD
Selection	April 2027	April 2027	TBD	TBD
Board Approval Process	June 2027	June 2027	TBD	TBD
Contract Award	July 2027	July 2027	TBD	TBD
Fully Executed Contract	August 2027	August 2027	TBD	TBD
Traffic Control			TBD	TBD
TMP	October 2026	October 2026	TBD	TBD
Materials			TBD	TBD
Long-Lead Equipment			TBD	TBD
Staging			TBD	TBD

Material Lay Down Area			TBD	TBD
Signage	September 2027	September 2027	TBD	TBD
Street Calming Materials			TBD	TBD
			TBD	TBD
General Construction/close out project	June 2028	November 2028	TBD	TBD
Project Outreach/Engagement	January 2028	June 2028	TBD	TBD
Ribbon-Cutting	June 2028	November 2028	TBD	TBD
Change Orders			TBD	TBD
P.O. Processing Time			TBD	TBD
Weather			TBD	TBD
Third Party Issues			TBD	TBD
Strike Labor Walk Outs			TBD	TBD
Force Majeure				
Claims				

Map – Phase 1



Map - Phase 2

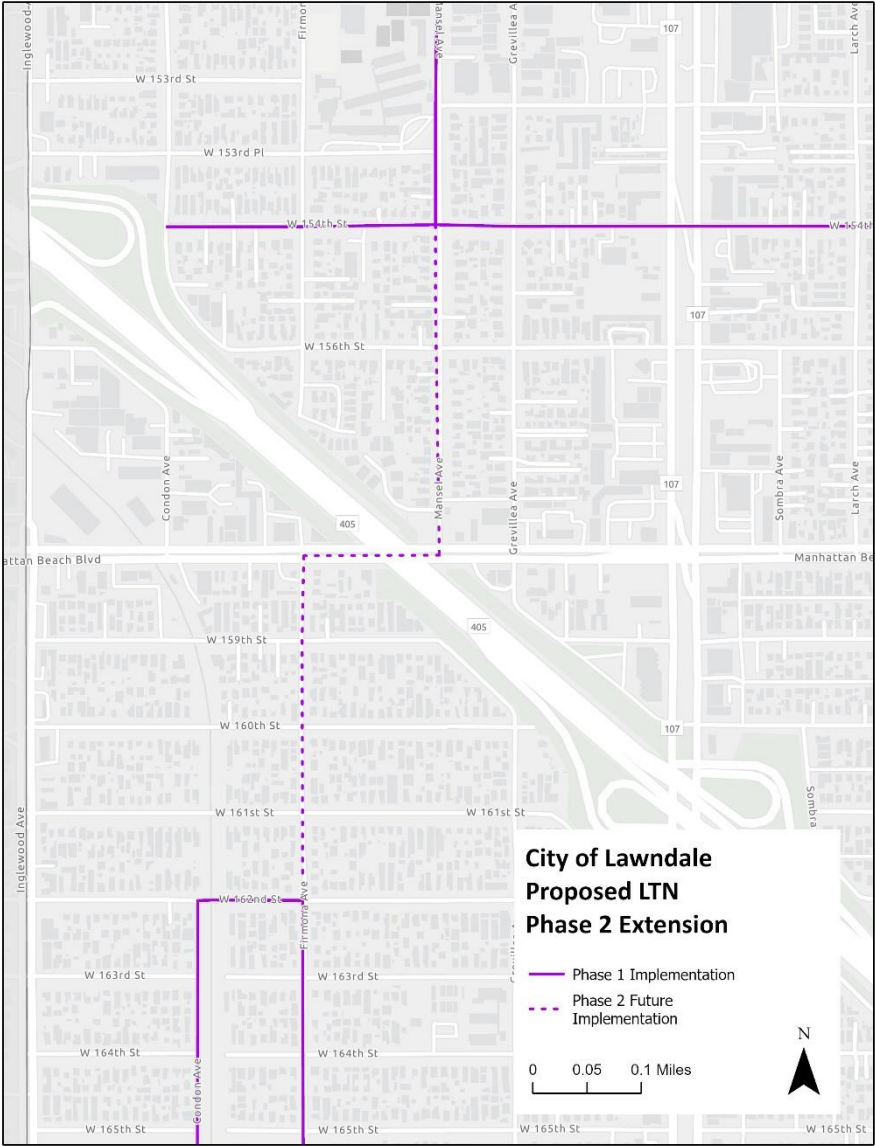


Exhibit 1 – LTN Route Segment Mileage

Street	From	To	Distance (Miles)	Existing Class III (Miles)
Grevillea Ave	Redondo Beach Blvd	W 166th St	0.50	0
170th St	Condon Ave	Grevillea Ave	0.24	0
169th St	Grevillea Ave	Freeman Ave	0.34	0
Freeman Ave	W 166th St	169th St	0.18	0
W 166th St	Inglewood Ave	Condon Ave	0.13	0
W 166th St	Firmona Ave	Osage Ave	0.66	0
W 162nd St	Condon Ave	Firmona Ave	0.08	0
Condon Ave	W 162nd St	170th St	0.48	0
Firmona Ave	W 162nd St	170th St	0.48	0
Osage Ave	164th St	166th St	0.12	0
164th St	Freeman Ave	Osage Ave	0.13	0
Freeman Ave	W 149th St	164 St	1.02	0
154th St	Condon Ave	Prairie Ave	0.89	0
Mansel Ave	145th St	154th St	0.62	0
Avis Ave	Leuzinger HS Entrance	W 149th St	0.33	0
W 149th St	Condon Ave	Burin Ave	0.32	0
W 149th St	Larch Ave	Avis Ave	0.38	0
Burin Ave	W 147th St	W 149th St	0.12	0
Larch Ave	W 147th St	W 149th St	0.12	0
W 147th St	Burin Ave	Larch Ave	0.20	0
Condon Ave	145th St	W 149th St	0.25	0
145th St	Condon Ave	Mansel Ave	0.21	0
		Total Miles	7.80	0



CITY OF LAWDALE

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

DATE: February 18, 2025

TO: Honorable Mayor and City Council

FROM: Dr. Sean M. Moore, City Manager

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

SUBJECT: **Discussion of South Bay Cities Council of Governments Membership Dues Increase for FY 2025-26**

BACKGROUND

This item is being brought to City Council for discussion at the request of Mayor Pro Tem Pat Kearney regarding the increase to the South Bay Cities Council of Governments (SBCCOG) annual membership dues increase for fiscal year 2025-2026.

STAFF REVIEW

On January 25, 2025, Jacki Bacharach, SBCCOG Executive Director, distributed a *Notice of Intention to Consider an Increase in Dues* memorandum dated February 22, 2024, notifying the City of Lawndale of the SBCCOG Board of Directors' approval of the annual membership dues increase of 3.3%, with an automatic reoccurring annual CPI increase every fiscal year thereafter, with a maximum cap of 5%. (Attached) The proposed change will increase Lawndale's membership dues from the current \$19,636 paid during FY 2024-25 to \$20,284 for FY 2025-26. The City has yet to receive the final invoice regarding this anticipated increase and expect to receive a invoice sometime in May 2025.

LEGAL REVIEW

N/A

FISCAL IMPACT

N/A

RECOMMENDATION

Staff recommends that the City Council: 1) discuss the SBCCOG annual membership dues increase for fiscal year 2025-2026; and 2) provide direction to staff, if necessary.

Attachments

[Attachment A - SBCCOG Notice of Intention dated Feb. 22_24 w/attachment.pdf](#)

ATTACHMENT A

South Bay Cities Council of Governments

February 22, 2024

TO: SBCCOG Board of Directors

FROM: SBCCOG Steering Committee

SUBJECT: Dues Calculation and Reserve Policy &
2024-2025 Dues – Notice of Intention to Consider an Increase in Dues

BACKGROUND

The Finance Committee has reviewed the dues and reserve policy and brought their recommendations to the February Steering Committee. The Steering Committee concurred with their recommendation.

Reserve Policy

Instead of our current policy, which is based on the SBCCOG's overall operational shutdown costs, the new reserve policy will be based on 3 months of operational expenses (this year, based on FY 2022-23 year-end close). Currently, our reserves are \$405,000 and the 3 months of expenses would be \$347,884. We will keep the current reserves and not go below the minimum of 3 months of operational expenses. We will continue to reassess this policy every 5 years (the next assessment would be FY 2028-29).

Dues Calculation

FY 2024-25 dues will be based on the total amount paid to the SBCCOG for FY2023-2024 with an increase using the annual 2023 CPI of 3.5%. Additionally, there would be an annual CPI increase every FY, following the respective annual CPI, with a cap (a maximum increase limit) of 5%.

Bylaws Notification

In order to comply with the SBCCOG By-Laws, if there is going to be a dues increase, there needs to be a notice of intention to increase the dues sent 60 days before such an action.

The actual Bylaws provision reads as follow: Dues. The Members of the Council shall be responsible for the payment to the Council annually, of dues and the amounts periodically budgeted by the Governing Board, as and for the operating costs of the Council ("Dues"). Sixty (60) days' notice shall be provided to Members of the date of the meeting at which any increase in the Dues is to be determined for the following year. If an increase in dues is proposed from the previous year, an affirmative vote of two-thirds (2/3) of the total voting membership of the Governing Board is required to set the new dues.

RECOMMENDATION

The Steering Committee recommends that the Board state its intention to consider a dues increase for the coming year and notify all member agencies. The vote on this issue will be on the April 25 Board meeting agenda and will guide the development of the FY 2024-2025 budget.

Additionally, the Steering Committee recommends a reserve policy based on a minimum of 3 months of operational revenues and annual dues increases based on the annual CPI not to exceed 5%.


And finally, if the dues recommendation is adopted, the 60 day notice and 2/3 vote requirement in the Bylaws will not apply to the automatic CPI adjustment.

	City of/Entity	FY2024-25 Membership Dues	FY2025-26 Membership Dues with 2024 CPI of 3.3%
1	Carson	35,153	36,313
2	El Segundo	20,883	21,572
3	Gardena	28,146	29,075
4	Hawthorne	35,806	36,988
5	Hermosa Beach	15,787	16,308
6	Inglewood	50,834	52,512
7	Lawndale	19,636	20,284
8	Lomita	14,284	14,755
9	Los Angeles	57,136	59,021
10	Manhattan Beach	23,180	23,945
11	Palos Verdes Estates	13,602	14,051
12	Rancho Palos Verdes	21,012	21,705
13	Redondo Beach	30,910	31,930
14	Rolling Hills	8,091	8,358
15	Rolling Hills Estates	12,269	12,674
16	Torrance	57,136	59,021
17	County of Los Angeles	58,435	60,363
		502,300	518,876


Databases, Tables & Calculators by Subject

 [Special Notices](#) 4/25/2024

Change Output Options:

From: To: 

☒ include graphs ☐ include annual averages

[More Formatting Options](#) 

Data extracted on: January 30, 2025 (2:43:06 PM)

Consumer Price Index for All Urban Consumers (CPI-U)

12-Month Percent Change

Series Id: CUURS49ASA0

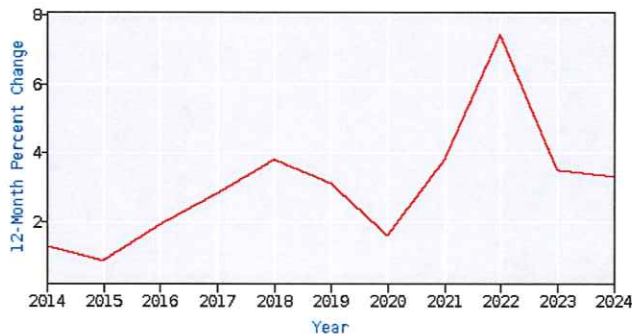
Not Seasonally Adjusted

Series Title: All items in Los Angeles-Long Beach-Anaheim, CA, all urban consumers, not seasonally adjusted

Area: Los Angeles-Long Beach-Anaheim, CA

Item: All items

Base Period: 1982-84=100



Download:  [xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2014	0.8	0.5	1.0	1.4	1.7	1.8	2.0	1.8	1.7	1.4	1.3	0.7	1.3	1.2	1.5
2015	-0.1	0.1	0.5	0.5	1.1	0.8	1.4	1.1	0.7	1.0	1.6	2.0	0.9	0.5	1.3
2016	3.1	2.4	1.7	2.0	1.4	1.8	1.1	1.4	1.9	2.2	1.8	2.0	1.9	2.1	1.7
2017	2.1	2.7	2.7	2.7	2.5	2.2	2.5	2.8	3.1	3.1	3.6	3.6	2.8	2.5	3.1
2018	3.5	3.6	3.8	4.0	4.1	4.0	3.9	3.9	3.9	4.1	3.6	3.2	3.8	3.8	3.8
2019	3.2	2.5	2.7	3.3	3.1	3.3	3.3	3.0	3.0	3.2	3.2	3.0	3.1	3.0	3.1
2020	3.1	3.4	1.9	0.7	0.9	1.4	1.9	2.0	1.2	0.7	1.0	1.5	1.6	1.9	1.4
2021	0.9	1.0	2.2	3.6	3.9	4.0	3.9	4.0	4.6	5.4	6.0	6.6	3.8	2.6	5.1
2022	7.5	7.4	8.5	7.9	8.0	8.6	7.7	7.6	7.8	7.5	6.0	4.9	7.4	8.0	6.9
2023	5.8	5.1	3.7	3.8	3.2	2.5	2.7	3.3	3.2	2.4	2.8	3.5	3.5	4.0	3.0
2024	2.5	3.4	4.0	3.9	3.9	3.2	3.4	2.9	2.8	3.0	3.2	3.4	3.3	3.5	3.1

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