

MINUTES
LA PUENTE CITY COUNCIL AND SUCCESSOR AGENCY
REGULAR MEETING OF
APRIL 13, 2021

Per *Robert's Rules of Order Newly Revised 11th Edition*, minutes are a record of the actions taken by the body. These minutes do not include a summary of the discussion but only reflect the action taken by the body. A complete audio recording of this meeting is available on the City's website www.lapueente.org.

A Regular Meeting of the City Council of the City of La Puente was held in the Council Chambers of City Hall, 15900 East Main Street, La Puente, California, on Tuesday, April 13, 2021, at 7:00 p.m.

CALL TO ORDER

Mayor Klinakis called the meeting to order at 7:06 p.m.

ROLL CALL

Members present: Klinakis, Argudo, Quinones.

Members absent: Munoz, Lewis.

Staff members present: City Manager Bob Lindsey, City Attorney Victor Ponto (via teleconference), City Clerk Garcia (via teleconference), Assistant City Attorney Marc Tran (via teleconference), Director of Administrative Services Troy Grunklee, Director of Development Services John Di Mario, Director of Community Services Roxanne Lerma (via teleconference) and Management Assistant Cece Dunlap.

PLEDGE OF ALLEGIANCE

Mayor Klinakis led the Pledge of Allegiance.

PRESENTATIONS

Jackie Luna, Workman Elementary School student, spoke regarding learning about ongoing City projects, her experience with distance learning, her achievement in raising her grades and receiving a language arts award, and her school's current special programs and events.

Kelsey Perez, Sunset Elementary School student, spoke regarding the Speaker Series event and inquired regarding the La Puente park, La Puente Live, and Council Members' experiences in serving the community.

ORAL COMMUNICATIONS

Laura Hernandez, founder of La Puente Runners, invited the community to join the free community running group, which meet every Thursday at various locations.

Manuel Maldonado expressed his concern regarding code enforcement practices, the Industry Sheriff's Station response time, and spoke regarding the upcoming general municipal election in 2022.

Veronica Zamora expressed her concern regarding code enforcement and the City's code on placement and removal of waste containers.

Council Member Argudo requested that Staff look into the City's code for the placement and removal of waste containers.

Joe Bautista expressed his concern regarding the City's public safety department, the audio of the City Council meetings, the COVID-19 safety guidelines at the La Puente Park, the City's EGGstravaganza Easter event, and inquired regarding Linc Housing in the Los Angeles County unincorporated area of Avocado Heights.

Newly appointed Captain Rick Rector of the Industry Sheriff's Station introduced himself.

BOARDS/COMMISSION/COMMITTEE REPORTS – None

A. MINUTES OF PREVIOUS CITY COUNCIL AND SUCCESSOR AGENCY MEETINGS

A-1 READ AND APPROVE THE MINUTES OF THE CITY COUNCIL AND SUCCESSOR AGENCY MEETING OF MARCH 23, 2021

A motion was made by Council Member Argudo, seconded by Council Member Quinones, to waive the reading and approve the Minutes of the City Council and Successor Agency meeting of March 23, 2021. The motion carried by the following roll call vote:

AYES: Klinakis, Argudo, Quinones
NOES: None
ABSTAIN: None
ABSENT: Munoz, Lewis

B. PUBLIC HEARINGS BEFORE THE CITY COUNCIL – None

C. UNFINISHED BUSINESS OF THE CITY COUNCIL

C-1 UPDATE REGARDING INTERPRETIVE SERVICES AT MEETINGS (COUNCIL MEMBER ARGUDO)

Council Member Argudo inquired regarding the staff recommendation of the item, requested an additional breakdown of the non-Hispanic Asian statistics, and suggested moving forward with the costs for Spanish translation services.

City Attorney Ponto stated that the City Council may provide direction to Staff to prepare the item for approval for the next City Council meeting.

Discussion ensued regarding providing translation services to all publicly noticed City meetings.

Council Member Quinones suggested a trial period for translation services to monitor and analyze how many members of the public utilize the translation services.

Council Member Argudo suggested providing translation services for a minimum-period of one year.

Direction was given to Staff to bring back the following to present to the City Council for action: in-person and dial-in interpretive services for City Council meetings, Planning Commission meetings, and all publicly noticed meetings, statistical breakdown of the non-Hispanic Asian community. City Attorney Ponto noted the City Council can examine and augment additional interpretative services, if needed.

D. CITY COUNCIL AND SUCCESSOR AGENCY CONSENT CALENDAR

Mayor Klinakis pulled item D-4 for further discussion.

Council Member Argudo pulled item D-5 for further discussion.

A motion was made by Council Member Argudo, seconded by Mayor Klinakis, to approve Consent Calendar Items D-1 through D-3, and D-6. The motion carried by the following roll call vote:

AYES: Klinakis, Argudo, Quinones
NOES: None
ABSTAIN: None
ABSENT: Munoz, Lewis

D-1 CONSIDERATION OF A RESOLUTION APPROVING WARRANT REGISTER NO. 1506

Action taken: The City Council and Successor Agency adopted Resolution No. 21-5617 approving Warrant Register No. 1506.

D-2 CONSIDERATION OF A RESOLUTION TO ADOPT THE COVID-19 EXPOSURE CONTROL POLICY

Action taken: The City Council adopted Resolution No. 21-5618 adopting the COVID-19 Exposure Control Policy.

D-3 CONSIDERATION OF RELEASE OF BONDS FOR TRACT MAP NO. 77117
LOCATED AT 1067 LARIMORE AVENUE – BOCO HOLDINGS

Action taken: The City Council: (1) accepted the public improvements completed for Tract Map No. 77117; (2) authorized the City Clerk to execute a Notice of Completion; and (3) authorized staff to release the Faithful Performance Bond, Material and Labor Bond, and Warranty Bond to the developer.

D-4 CONSIDERATION OF A RESOLUTION DESIGNATING MAY AS GANG
AWARENESS AND PREVENTION MONTH (MAYOR KLINAKIS)

Mayor Klinakis pulled this item for further discussion.

Mayor Klinakis introduced the resolution as part of the Coalition of Mayors.

City Manager Lindsey provided background regarding the City's creation of the Coalition of Mayors against gang violence and stated that all the cities in the Coalition agreed to take the resolution to their City Councils for approval.

Council Member Argudo highlighted sections of the resolution and spoke regarding the related work being done by the Community Safety and Welfare ad hoc committee.

A motion was made by Mayor Klinakis, seconded by Council Member Argudo, to adopt Resolution No. 21-5619 designating May as Gang Awareness and Prevention Month. The motion carried by the following roll call vote:

AYES: Klinakis, Argudo, Quinones
NOES: None
ABSTAIN: None
ABSENT: Munoz, Lewis

D-5 CONSIDERATION OF ACCEPTANCE OF NOTICE OF COMPLETION FOR LITTLE
LEAGUE FIELDS FENCING AT LA PUENTE PARK

Council Member Argudo pulled this item for further discussion. He stated this item is a notice of completion for the completion of the Little League fields fencing at the La Puente Park.

A motion was made by Council Member Argudo, seconded by Council Member Quinones, to: (1) accept the project as complete; and (2) authorize the City Clerk to execute the Notice of Completion. The motion carried by the following roll call vote:

AYES: Klinakis, Argudo, Quinones
NOES: None
ABSTAIN: None
ABSENT: Munoz, Lewis

D-6 CONSIDERATION OF APPROVAL OF A FOURTH AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH HDL COREN & CONE FOR PROPERTY TAX MANAGEMENT SERVICES

Action taken: The City Council approved the fourth amendment to the professional services agreement with HdL, Coren and Cone and authorized the City Manager to execute the Agreement on behalf of the City.

E. NEW BUSINESS TO BE CONSIDERED BY THE CITY COUNCIL

E-1 UPDATE REGARDING OPENING OF LA PUENTE PARK (MAYOR KLINAKIS)

Mayor Klinakis announced that the sports fields at the La Puente Park will be opening May 1, 2021 and sports teams wanting to reserve the fields can contact Director of Community Services Lerma. He inquired regarding updates on unfinished areas of the park.

City Manager Lindsey stated that benches, bleachers and flagpoles still need to be installed and some of those items are currently in transit.

Director of Development Services Di Mario noted that the design of the service road of the Park would be ready for Staff to review in approximately two to three weeks and the item would then be put out to bid.

Council Member Argudo noted that there would be continued construction at the park throughout the remainder of the year, and majority of the park would be accessible to the public.

E-2 DISCUSSION AND DIRECTION REGARDING HIRING A COMMUNITY ENGAGEMENT SUPERVISOR AND UPDATE ON LA PUENTE COMMUNITY FOUNDATION

Director of Administrative Services Grunklee provided background regarding the La Puente Community Foundation. At the November 19, 2020, City Council meeting, City Council provided direction to Staff to bring back the item before hiring for the community engagement supervisor position.

Director Grunklee noted that the position was opened internally for City employees and four applications were received.

Discussion ensued regarding the job application process and the job description of the position.

Council Member Argudo requested that the Foundation and the community engagement supervisor job description are revisited by legal counsel to ensure they are set up appropriately.

City Attorney Ponto noted that the City Attorney's office could bring back a fresh legal analysis and recommendation at the next City Council meeting.

Direction was given to Staff to bring back the item with the requested information at the next City Council meeting.

E-3 DISCUSSION AND DIRECTION REGARDING THE USE OF FUNDS RECEIVED FROM THE AMERICAN RESCUE PLAN ACT OF 2021

Director of Administrative Services Grunklee provided a staff report regarding various programs and services that can be funded through the funds received by the City through the American Rescue Plan Act of 2021.

Discussion ensued regarding the various programs and services as outlined in the staff report.

Council Member Argudo suggested that Staff continue looking into the various programs and services as discussed and requested additional input from the community.

Direction was provided to Staff to bring back the item at a future City Council meeting with additional information.

E-4 DISCUSSION AND DIRECTION REGARDING RE-OPENING OF LA PUENTE LIVE

City Manager Lindsey provided a staff report and noted that La Puente Live has been approved by the Public Health department to re-open.

Council Member Quinones inquired regarding the location of La Puente Live.

City Manager Lindsey clarified that La Puente Live would operate by City Hall.

Mayor Klinakis requested that Staff reach out to the owner of La Puente Live to discuss including the option for La Puente businesses to have a spot during the event.

City Manager Lindsey noted that La Puente Live would follow all COVID-19 safety guidelines.

A motion was made by Council Member Argudo, seconded by Mayor Klinakis, to reopen La Puente Live and waive business license application and related fees for La Puente Live vendors through June 30, 2021. The motion carried by the following roll call vote:

AYES:	Klinakis, Argudo, Quinones
NOES:	None
ABSTAIN:	None
ABSENT:	Munoz, Lewis

AD HOC COMMITTEE REPORTS

Code Enforcement: Nothing to report.

La Puente Park Master Plan and Youth Program Oversight: Nothing to report.

Comprehensive Fee Schedule: Nothing to report.

Park Ordinance Oversight: Council Member Argudo reported that the ad hoc committee continues to meet and discuss the rules for the La Puente Park.

Public Health: Nothing to report.

Business Outreach and Reopening: Nothing to report.

Project LEAD: Council Member Quinones reported that he and Director of Community Services Lerma have continued meeting with elementary and middle school students and reported that they are working on expanding the Project LEAD program for high school students.

Community Safety and Welfare: Council Member Argudo reported that the ad hoc committee have met with several organizations and would have a collaborative session with all the committees at a future date.

Mayor Klinakis reported that the Coalition of Mayors met with Los Angeles County District Attorney George Gascón on Tuesday, April 6, 2021, to discuss the Coalition's goals in combatting gang violence in their cities and surrounding areas.

AB 1234 REPORTS – None

ORAL COMMENTS FROM COUNCIL

Mayor Klinakis thanked Staff for their hard work in the Easter Extravaganza event.

ORAL COMMENTS FROM STAFF

City Manager Lindsey thanked Staff for their hard work and thanked the City Council for their direction.

Director of Administrative Services Grunklee reported that the City has received the Government Finance Officers Association award for the budget and congratulated Staff for their work.

Code Enforcement Manager Guerrero provide information from the City's Municipal Code section regarding the placement of waste containers.

Council Member Argudo requested that Staff provide an update on the waste container code enforcement case and suggested that the waste container section in the City's Municipal Code be reviewed.

There being no further business before the City Council, Mayor Klinakis adjourned the meeting at 9:50 p.m.

Approved this 27th day of April, 2021.

Sheryl Garcia
City Clerk

Charlie Klinakis
Mayor/Chair



City of La Puente AGENDA REPORT

To: Mayor and City Council

For meeting of: April 27, 2021

From: Bob Lindsey, City Manager

By: Marc Tran, Assistant City Attorney

SUBJECT: UPDATE AND DISCUSSION REGARDING INTERPRETATIVE SERVICES AT CITY COUNCIL MEETINGS (COUNCILMEMBER ARGUDO)

BACKGROUND

On March 23, 2021, the City Council discussed the implementation of interpretive services at meetings and requested that Staff research and report back on the following: (1) available technology; (2) cost to provide interpretive services; and (3) data on current population and ethnicities in the City.

On April 13, 2021, the City Council continued discussing implementation of interpretive services at meetings and provided additional direction to Staff regarding the matter. More specifically, the City Council requested that Staff prepare a contract for interpretative services for Spanish translation services and obtain additional data regarding demographics for other non-English speakers.

DISCUSSION

Staff has prepared an agreement for interpretative services and a resolution setting the threshold at which the City's obligation to provide interpretative services is triggered for various non-English speaking demographics. Each is discussed in greater detail below.

1. Agreement for Interpretive Services

The attached agreement for interpretive services includes a term of one year and allows the City Council to select various interpretive services.

2. Additional Information Regarding Demographics for Non-English Speakers

The information regarding non-English speakers is sparse. However, there are some measurable benchmarks that provide insight into the issue.

Southern California Association of Governments (SCAG) Local Profile

2018 Total Population 40,686
2018 Population Density (Persons per Square Mile)
11,691
2018 Median Age (Years) 32.8
2018 Hispanic 84.7%
2018 Non-Hispanic White 3.4%
2018 Non-Hispanic Asian 10.3%
2018 Non-Hispanic Black 0.9%
2018 Non-Hispanic American Indian or Alaska Native
0.1%
2018 All Other Non-Hispanic 0.6

November 3, 2020 Election Data

The following is a breakdown of La Puente voters who requested materials in a language other than English for the November 3, 2020 election. La Puente had over 18,000 registered voters for the November 3, 2020 election.

Armenian	0
Chinese	195
Farsi	0
Hindi	2
Japanese	1
Khmer	1
Korean	67
Russian	0
Spanish	1,792
Tagalog	37
Thai	5
Vietnamese	221

2020 Census Data

The results of the 2020 Census provides that La Puente has an Asian population of 11.8%. The Census defines “Asian” as “A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam. This includes people who reported detailed responses such as: "Asian Indian," "Chinese," "Filipino," "Korean," "Japanese," "Vietnamese," and "Other Asian" or provide other detailed Asian responses.” The Census does not provide sub-categories, nor does it provide information regarding whether respondents are non-English speakers. The Census does show that the percent of persons ages 5 years and older that speak a language other than English at

home is 78.8%, but does not provide additional detail regarding what those languages are, or if these are multi-lingual households.

3. Resolution Establishing Policy Regarding Adoption of a Language Access Policy

Based on the foregoing and potential growth of the communities discussed above, the City Council may adopt a policy that establishes a threshold that triggers an obligation to provide interpretive services.

As an initial matter, the City's existing practice of providing translation services upon request complies with the law. There are two statutory schemes at play: (1) the Brown Act (Gov. Code, §§ 54950 et seq.) and (2) the Dymally-Alatorre Bilingual Services Act (Gov. Code, §§ 7290 et seq.). Both purport to prioritize access to public meetings and related materials, but neither imposes a specific requirement on cities to provide translation services.

The Brown Act is silent on use of translation services for non-English-speakers. (See generally Gov. Code, § 54950 et seq.) This can be contrasted with the Brown Act's discussion of translation services for people with disabilities. (Gov. Code, § 54953.2 ["[a]ll meetings of a legislative body of a local agency that are open and public shall meet the protections and prohibitions contained in Section 220 of the Americans with Disabilities Act".]) Presumably, if the Brown Act wanted to require translation services, it would have implied it (as is the case for translation services for people with disabilities) or even addressed the issue explicitly. Of course, the Brown Act also provides that a local agency "may impose requirements upon themselves which allow greater access to their meetings than prescribed by the minimal standards set forth in this chapter." (Gov. Code, § 54953.7.)

The Dymally-Alatorre Bilingual Services Act addresses translation requirements for state agencies and local agencies. State agencies have a mandatory obligation to provide such services, but local agencies have more flexibility. (See Gov. Code, § 7293 ["[t]he determination of what constitutes a substantial number of non-English-speaking people and a sufficient number of qualified bilingual persons shall be made by the local agency"]; see also Gov. Code, § 7295 ["[t]he determination of when [translated] materials are necessary when dealing with local agencies shall be left to the discretion of the local agency"]; cf. Gov. Code, § 7296.2 [excluding sections applicable to local agencies].) For reference, the mandatory obligation to provide translation services for state agencies is triggered when "members of a group who either do not speak English, or who are unable to effectively communicate in English because it is not their native language, and who comprise 5 percent or more of the people served by the statewide or any local office or facility of a state agency." (Gov. Code, § 7296.2.) The Dymally-Alatorre Bilingual Services Act further provides that "[i]t is not the intent of the Legislature in enacting this chapter to prohibit the establishment of bilingual positions, or printing of materials, or use of qualified interpreters, where less than 5 percent of the people served do not speak English or are unable to communicate effectively, as determined appropriate by the state or local agency." (Gov. Code, § 7299.8.)

Accordingly, the City has the authority to determine for itself what constitutes a substantial number of non-English-speaking people sufficient to trigger an obligation to provide interpretive services. Staff has prepared a draft resolution for the City Council's consideration and discussion.

FISCAL IMPACT

The fiscal impact depends on the scope of interpretive services the City wishes to provide.

RECOMMENDATION

It is recommended that the City Council: (1) authorize the City Manager to further negotiate and execute an agreement for interpretive services; and (2) establish a policy for interpretive services for non-English speakers and adopt Resolution No. 21-5620.

ATTACHMENTS

Attachment A:	Agreement for Interpretive Services
Attachment B:	Resolution No. 21-5620

**CITY OF LA PUENTE
AGREEMENT
FOR
SPANISH TRANSLATION SERVICES**

THIS AGREEMENT FOR SPANISH TRANSLATION SERVICES ("Agreement") is made and entered into on _____ ("Effective Date") by and between the CITY OF LA PUENTE, a municipal corporation, ("City"), and _____ ("Translator") (City and Translator are collectively referred to as "Parties").

RECITALS

WHEREAS, City desires to obtain Spanish translation services from a qualified translator;

WHEREAS, the City Council has authorized the City Manager to enter into agreements with qualified Spanish translators to provide Spanish translation services to the City as set forth in Section 1 of this Agreement; and

WHEREAS, the City has determined that Translator is qualified to provide Spanish translation services to the City, and the City desires to retain Translator upon the terms and conditions contained herein.

NOW THEREFORE, in consideration of the provisions and mutual benefits which will accrue to the Parties hereto in carrying out the terms of this Agreement, and for other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, it is mutually understood and agreed as follows:

1. SCOPE OF SERVICES

A. Translator agrees to perform Spanish translation services for the City including Spanish translation services for City Council and Planning Commission meetings, as well as any other Spanish translation services that may be assigned to Translator by the City Manager from time to time, subject at all times to the policies established by the City and applicable laws, ordinances, regulations, policies and administrative procedures of the United States, the State of California, City or any agency thereof.

B. The City Manager shall have the right to provide general supervision of all work and services performed by Translator and shall be the City's agent with respect to obtaining Translator's compliance hereunder. No payment for services rendered under this Agreement shall be made without the prior approval of the City Manager, or his designee.

2. COMPENSATION

A. Translator shall perform the tasks described and set forth in Exhibit A, attached hereto and incorporated herein as though set forth in full ("Scope of Services"). Tasks other than those specifically described in the Scope of Services shall not be performed without prior written approval of the City. In the event of conflict or inconsistency between the terms of this Agreement and Exhibit A, the terms of this Agreement shall prevail.

B. City shall have the right to request, in writing, changes to the Scope of Services. Any such changes mutually agreed upon by the Parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement.

3. TERM

The City intends for Translator to serve in the capacity of Spanish Translator for a term of one (1) year from the effective date of this Agreement. Translator shall serve at the pleasure of the City Manager, and the City shall have the right to terminate this Agreement, with or without cause, upon giving a ten (10) day written notice to Translator. Translator may terminate this Agreement upon giving a thirty (30) day written notice to City. In the event of such termination, the City will pay Translator compensation for services performed prior to receipt of notice of termination pursuant to the terms of this Agreement.

4. NOTICE

Notice pursuant to this Agreement shall be given by United States mail, postage prepaid, addressed to the Parties hereto as follows:

City: Bob Lindsey, City Manager
City of La Puente
15900 E. Main Street
La Puente, CA 91744

Translator: _____

5. INDEPENDENT CONTRACTOR

Translator is and shall, at all times, remain as to the City a wholly independent contractor, and as such, shall have no power or authority to incur any debt, obligation or liability on behalf of City. Neither the City nor any of its officers, employees or agents shall have control over the conduct of Translator except as expressly set forth in the Agreement. Except as otherwise stated herein, Translator shall not at any time or in any fashion represent that Translator is in any manner an officer, employee or agent of the City. No employee benefits shall be available to Translator in connection with the performance of this Agreement. Except as provided in this Agreement, City shall not pay salary, wages, or other compensation to Translator for performance hereunder for

City. City shall not be liable for compensation to Translator for injury or sickness arising out of performing services hereunder.

6. NON-LIABILITY OF OFFICIALS AND EMPLOYEES OF THE CITY

No official or employee of the City shall be personally liable to Translator in the event of any default or breach by City, or for any amount which may become due to Translator.

7. INDEMNIFICATION AND INSURANCE

City agrees to defend, indemnify and hold Translator free and harmless from liability for loss, damage or injury to persons or property arising out of Translator's performance of services hereunder to the same extent as if Translator was an employee of City; provided, however, that Translator shall procure and maintain during the term of this Agreement a full coverage automobile insurance with minimum limits of One Hundred Thousand Dollars (\$100,000.00) per occurrence and subject to City's standard insurance requirements including naming City, its officers and employees as an additional insured. Copies of such insurance policies shall be delivered to City upon demand.

8. LEGAL RESPONSIBILITIES

Translator shall at all times observe and comply with all applicable laws, ordinances, codes and regulations of the federal, state and local governments including, but not limited to the La Puente Municipal Code.

9. ATTORNEYS' FEES

Disputes regarding the interpretation or application of any provision of this Agreement shall, to the extent reasonably feasible, be resolved through good faith negotiations between the Parties. If any action at law or in equity is required to enforce or interpret the provisions of this Agreement, the prevailing party in such litigation shall be entitled to an award of reasonable attorney's fees in addition to any other relief to which it may be entitled.

10. GENERAL PROVISIONS

A. Waiver by any party hereto of any term, condition or covenant of this Agreement shall not constitute the waiver of any other term, condition, or covenant hereof.

B. This Agreement shall be binding upon each of the Parties hereto.

C. This Agreement shall be interpreted and construed according to the laws of the State of California and venue shall be in the County of Los Angeles, State of California.

D. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provision nevertheless will continue in full force and effect without being impaired or invalidated in any way.

E. This Agreement contains the entire understanding between the City and Translator. Any prior agreements, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by each party.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed and attested by their respective duly authorized officers.

“CITY”
City of La Puente

“TRANSLATOR”

By: _____
Bob Lindsey, City Manager

By: _____

By: _____
Sheryl Garcia, City Clerk

By: _____
Victor Ponto, City Attorney

EXHIBIT “A”

SCOPE OF SERVICES

[to be attached]

RESOLUTION NO. 21-5620

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF LA PUENTE, CALIFORNIA ADOPTING A LANGUAGE
ACCESS POLICY**

WHEREAS, the City of La Puente (“City”) currently provides translation services upon advance request in accordance with State law; and

WHEREAS, the Dymally-Alatorre Bilingual Services Act (Gov. Code, §§ 7290 et seq.) states that local agencies may determine what constitutes a substantial number of non-English-speaking and may determine when translation services should be provided; and

WHEREAS, the City Council recognizes that there are people who live, work, and pay taxes in the City who are unable to communicate effectively in English because their primary language is not English; and

WHEREAS, the City Council desires to increase access to information for non-English-speaking community stakeholders; and

WHEREAS, the City Council also desires to promote participation in local government by non-English-speaking community stakeholders; and

WHEREAS, in furtherance of these goals, the City Council desires to adopt a language access policy.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LA PUENTE
HEREBY FINDS, DETERMINES AND RESOLVES AS FOLLOWS:**

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

SECTION 2. The City Council hereby declares and establishes that a substantial number of non-English-speaking persons shall mean _____ percent or more non-English-speaking persons residing in the City who speak a shared language other than English.

SECTION 3. The City Council shall endeavor to provide interpretive services for any substantial number of non-English-speaking persons residing in the City.

SECTION 4. The provisions of this Resolution are severable and if any provision, clause, sentence, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstances, such illegality, invalidity, unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, sections, words or parts thereof of the Resolution or their applicability to other persons or circumstances.

SECTION 5. That the City Clerk shall certify to the adoption of this Resolution and that the same shall be in full force and effect.

PASSED, APPROVED AND ADOPTED this 23rd day of April, 2021, by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

Charlie Klinakis, Mayor

ATTEST:

Sheryl Garcia, City Clerk



City of La Puente AGENDA REPORT

To: Mayor and City Council

For meeting of: April 27, 2021

From: Bob Lindsey, City Manager

SUBJECT: DISCUSSION AND DIRECTION REGARDING HIRING A COMMUNITY
ENGAGEMENT SUPERVISOR AND UPDATE ON LA PUENTE
COMMUNITY FOUNDATION

BACKGROUND

On November 19, 2020, the City Council approved a revised job description for the position of Community Engagement Supervisor to serve as a liaison between the La Puente Community Foundation and City Staff.

On April 13, 2021, Staff provided the City Council with an update regarding the hiring of a community engagement supervisor and an update regarding the La Puente Community Foundation. Also on April 13, 2021, the City Council tabled the discussion, requested additional information regarding the La Puente Community Foundation, and requested revisions to the job description.

DISCUSSION

1. La Puente Community Foundation

The use of nonprofit public benefit community organizations allow local agencies to enjoy a number of benefits, including, but not limited to: access to alternative revenue sources, access to fundraising opportunities, and access to valuable partnerships to further projects that benefit the public good.

The La Puente Community Foundation is “a nonprofit public benefit community organization and is not organized for the private gain of any person.” (La Puente Community Foundation Bylaws, Art. III.) Its purpose and mission “is to enhance the quality of life for the La Puente community through the funding of community-based programs”, which generally pertain to recreation, athletic, wellness, enrichment, and education programs. (La Puente Community Foundation Bylaws, Art. III.)

While the La Puente Community Foundation has an active Board of Directors, Directors are unable to engage in the critical day-to-day operations required to further the purpose and mission of the La Puente Community Foundation and there is no single point of contact to facilitate communications between the City and the La Puente Community Foundation. Accordingly, there is a need for a liaison between the two entities.

The Community Foundation was duly established under the California Nonprofit Public Benefit Corporation Law. Its creation and operation is compliant with various public accountability and transparency statutes, including the Brown Act, the Political Reform Act, the Public Records Act, and various conflict of interest regulations.

2. Revised Community Engagement Supervisor Job Description

City Staff has revised the Community Engagement Supervisor Job Description to clarify that the position is expected to serve as a liaison with the Director of Community Services and only authorized to provide direction to City of La Puente staff, including volunteers during La Puente Community Foundation events.

FISCAL IMPACT

The Community Engagement Supervisor position salary and benefits were included in the operating budget for fiscal year 2020/2021 and will be included in the operating budget for fiscal year 2021/2022, no additional funds will need to be set aside.

Additionally, now that the La Puente Community Foundation has received its 501C3 exemption status, the entity now can begin accepting donations that are a tax write-off to the donor.

RECOMMENDATION

It is recommended that the City Council provide direction to City Staff regarding filling the Community Engagement Supervisor position and allow City Staff to move forward with the hiring process including interviewing potential candidates and making an offer.

ATTACHMENTS

Attachment A: Community Engagement Supervisor Job Description (Revised)



Community Engagement Supervisor

Department/Division:	City Manager's Office
Reports To:	City Manager
Liaisons with:	Director of Community Services, Community Services Coordinators, Community Services Specialists, Community Services Leaders
FLSA Exemption Status:	Classified, Exempt
Employment Exemption Status:	At-Will
Date Prepared:	April 27, 2021

GENERAL PURPOSE

Under general direction of the City Manager, the Community Engagement Supervisor has full responsibility for the La Puente Community Foundation community engagement efforts; develops, leads, and champions a comprehensive strategic community engagement plan along with a global effort that that will build public awareness of City initiatives, programs, services, and events related to the La Puente Community Foundation; assists in the planning and coordinating of events meant to raise funds through the La Puente Community Foundation; coordinates assigned activities and liaisons with the Director of Community Services and other departments to accomplish goals.

DISTINGUISHING CHARACTERISTICS

The Community Engagement Supervisor is distinguished from the Community Services Coordinators by its broader scope of responsibility for local and global programs and services, greater range of external interfaces, direct reporting relationship to the City Manager, and its liaison role and responsibility to the La Puente Community Foundation, community groups, non-profit organizations, and other bodies. In addition, the Community Engagement Supervisor plays a direct integral role with City fiscal operations to ensure the integrity of processing, collecting, verifying, and reporting of all associated monetary endeavors, gifts, and collections associated with the La Puente Community Foundation.

ESSENTIAL FUNCTIONS

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the class.

1. Coordinates, administers, and assists with La Puente Community Foundation meetings and procedural discussions regarding agenda items; assists in taking minutes at meetings, tracks follow-up actions, and ensures recordation of any official meetings; researches and prepares items requested by the City Manager and the La Puente Community Foundation.
2. Researches and prepares staff reports; establishes and coordinates agenda actions and distributes agenda packets for the La Puente Community Foundation meetings.
3. Provides administrative and executive support to the La Puente Community Foundation, including preparing correspondence, coordinating programs or projects, processing confidential and official materials and documents.

4. Develop and implement a strategic plan with the La Puente Community Foundation to accomplish broader community awareness and engagement.
5. Develop and coordinate community programs efforts with the La Puente Community Foundation; compile or develop materials to submit to granting or other funding organizations; develop strategies to encourage new or increased contributions.
6. Serves as a liaison between the La Puente Community Foundation and the City Manager, Director of Community Services, other City departments, elected officials, and the public.
7. Identify and build relationships with potential donors; maintain media and donor contact lists which will benefit the La Puente Community Foundation.
8. Recruit sponsors, participants, or volunteers for events hosted or scheduled by the La Puente Community Foundation.
9. Direct or supervisor staff, including volunteer staff members for all La Puente Community Foundation events.
10. Collaborate with the La Puente Community Foundation and other organizations/groups within the community to build partnerships.
11. Represent the La Puente Community Foundation in a positive and effective manner; make presentations; attend meetings and events; participate in community and professional organizations as a representative of the Foundation.
12. Serve as a resource to the La Puente Community Foundation in the development and implementation of plans regarding capital projects, events, services and program efforts, among others.
13. Provide leadership for development of organizational goals and strategies; complete special projects as assigned that collate with the City and the Foundation.
14. Stay current with emerging technologies and methods related to open communication and community engagement; develop specific communication and outreach strategies to reach diverse population groups such seniors and youth, non-profit organizations, and those who may need assistance in connecting with City services and programs.
15. Respond to and resolve difficult and sensitive citizen inquiries and complaints.
16. Perform related duties as assigned.

QUALIFICATIONS GUIDELINES

Knowledge of:

Strong project management skills, including ability to balance multiple projects and prioritize effectively; goal setting and budget management; non-profit entities and possible tax advantages for donors and in-kind contributions; various business fiscal year and donation abilities; key players in the community where connections can be leveraged; ability to complete accurate work with detailed information in paper and electronic format. Principles, practices, methods, and techniques of public/community engagement, organizational behavior and program management; best practices in open government and community engagement practices, including cutting edge principles of

interactive strategies and technologies and how to translate practices into innovative and effective solutions; business letter writing and financial report preparation.

Ability to:

Speak confidently with the ability to communicate skillfully and effectively with diverse audiences in both oral and written formats; effectively communicate clearly and concisely, both in person and in writing; successfully explain complex issues in a manner that is easily communicated and understood; formulate and accomplish strategic community awareness and engagement goals and objectives; successfully function in a dynamic and fast paced environment; build and maintain donor relationships; meet financial targets; motivate others and work as a part of a team.

Education/Training/Experience:

Four or more years of increasingly responsible experience in public relations, outreach, business or public administration, marketing or journalism, or a related field. Candidates with experience managing community engagement for a governmental agency, public utility or non-profit organization will be given priority consideration.

Equivalent to a Bachelor's degree from an accredited college or university with major coursework in Business Administration, Public Administration, Communications, Public Relations, Marketing, or a related field. A Master's degree in a related field is highly desirable.

Licenses, Certificates; Special Requirements:

Ability to attain a valid Class C California driver's license, acceptable driving record, and proof of auto insurance in compliance with the City's Vehicle Insurance Policy standards.

Ability to work extended hours, including evenings, weekends, and holidays in order to attend meetings and functions and perform related work.

Occasional overnight travel for meetings and conferences.

In accordance with California Government Code Section 3100, City of La Puente employees, in the event of a disaster, are considered disaster service workers and may be asked to protect the health, safety, lives, and property of the people of the State.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands

While performing the duties of this job, the employee is frequently required to sit, talk, and hear; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to stand, walk, stoop, kneel, and crouch.

The employee must frequently lift and/or move up to 10 pounds and occasionally lift or move up to 50 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

Mental Demands

While performing the duties of this class, the employee is regularly required to use oral and written communication skills; read and interpret data; thoroughly analyze and solve problems; exercise sound judgment in the absence of specific guidelines; use math and mathematical reasoning; establish priorities and work on multiple assignments and projects concurrently and meet changing deadlines given interruptions; and interact appropriately with staff, management, City board members, officials, contractors, consultants, business owners, public and private representatives, and others in the course of work.

WORK ENVIRONMENT

The employee frequently works in office conditions with controlled temperature settings. The noise level is moderate, typically below 70 decibels.

The employee frequently drives to program, event, and service sites and meeting locations, and is subject to traffic and variable weather conditions.

RESOLUTION NO. 21-5621

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF LA PUENTE ALLOWING CERTAIN CLAIMS AND
DEMANDS IN THE AMOUNT \$1,255,656.00 (WARRANT
REGISTER 1507)**

THE CITY COUNCIL OF THE CITY OF LA PUENTE DOES HEREBY RESOLVE,
DETERMINE AND ORDER AS FOLLOWS:

SECTION 1: That in accordance with Section 37202 of the Government Code, the Director of Administrative Services, or designated representative, hereby certifies, and the City Manager hereby approves the accuracy of the following demands and the availability of funds for payment thereof.

APPROVED

EXAMINED

Bob Lindsey, City Manager

Troy Grunklee, CPA
Director of Administrative Services

SECTION 2: That the following claims and demands numbered 5295 through 5360 ACH(s) numbered 230 through 236 and Draft numbered 01237 through 01249 have been audited as required by law and the same are hereby allowed in the amounts hereinafter set forth on the attached check registers.

CERTIFIED, PURSUANT TO GOVERNMENT CODE, SECTION 37208, AS CONFORMING TO ADOPTED BUDGET, EXCEPT WARRANT NOS: NONE

Sheryl Garcia, City Clerk

PASSED, APPROVED AND ADOPTED this 27th day of April 2021, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

Charlie Klinakis, Mayor

ATTEST:

Sheryl Garcia, City Clerk



City of La Puente

Check Register Report

By Payment Number

Payment Dates 4/6/2021 - 4/16/2021

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
230	4/9/2021	ENTFMT	ENTERPRISE FM TRUST		10,022.36
	FBN4169482	04/21 MTCE MONTHLY FEE		555-3150-53812	6,705.23
	FBN4169482	04/21 LEASE MONTHLY FEE		555-3150-53912	3,317.13
231	4/9/2021	TANKO	TANKO LIGHTING		1,620.00
	63585	01/21 MTCE SVC		285-3330-53111	1,620.00
232	4/16/2021	SEIU	COPE FUND		10.00
	INV0005602	COPE FUND CONTRIBUTION		100-20380	2.57
	INV0005602	COPE FUND CONTRIBUTION		260-20380	2.43
	INV0005659	COPE FUND CONTRIBUTION		100-20380	2.63
	INV0005659	COPE FUND CONTRIBUTION		260-20380	2.37
233	4/16/2021	SEIU	SEIU - LOCAL 721		911.41
	INV0005601	EMPLOYEE DUES		100-20380	281.42
	INV0005601	EMPLOYEE DUES		200-20380	35.62
	INV0005601	EMPLOYEE DUES		203-20380	17.05
	INV0005601	EMPLOYEE DUES		205-20380	7.89
	INV0005601	EMPLOYEE DUES		210-20380	35.43
	INV0005601	EMPLOYEE DUES		215-20380	1.38
	INV0005601	EMPLOYEE DUES		260-20380	21.71
	INV0005601	EMPLOYEE DUES		285-20380	54.19
	INV0005658	EMPLOYEE DUES		100-20380	287.08
	INV0005658	EMPLOYEE DUES		200-20380	27.69
	INV0005658	EMPLOYEE DUES		203-20380	15.80
	INV0005658	EMPLOYEE DUES		205-20380	15.00
	INV0005658	EMPLOYEE DUES		210-20380	38.22
	INV0005658	EMPLOYEE DUES		215-20380	3.71
	INV0005658	EMPLOYEE DUES		260-20380	21.26
	INV0005658	EMPLOYEE DUES		285-20380	47.96
234	4/16/2021	SIEIND	SIEMENS INDUSTRY INC.		1,954.40
	5610262831	REPAIR LED BOARD RADAR SPEED SIGN		200-3120-53821	1,954.40
235	4/16/2021	TANKO	TANKO LIGHTING		3,763.50
	66532	03/21 MTCE SVC		285-3330-53111	1,620.00
	66562	03/21 ST LIGHT REP-HACIENDA		285-3330-53111	2,143.50
236	4/16/2021	THYSSE	TK ELEVATOR		1,606.98
	3005852469	04/01-06/30 CC ELEVATOR MTCE		100-4100-53811	471.46
	3005853210	04/01-06/30 CH ELEVATOR SVC		100-1150-53811	1,135.52
5295	4/9/2021	ESCALE	ALEXANDER ESCOBEDO		200.00
	INV0005635	BOOT REIM-ESCOBEDO		100-3330-53015	200.00
5296	4/9/2021	ALLIAN	ALLIANT INSURANCE SERVICES		385.00
	1605249	01/21 SPECIAL EVENT INSURANCE		100-1135-53613	385.00
5297	4/9/2021	AMERLE	AMERICAN LEGAL		32.86
	7336	UPDATE- ORD# 948 970 971		100-1120-53412	32.86
5298	4/9/2021	ANGAUD	ANGELCOM AUDIO		1,000.00
	02313	SOUND FOR EGGSTRAVAGANZA EVENT		100-4140-53979	1,000.00
5299	4/9/2021	ATT	AT&T		630.14
	000016238047	02/2/8-03/27 PHONE-PRIMARY RATE ISDN		100-1150-53715	166.16
	000016238049	02/2/-03/27 PHONE-MTCE YARD-ALARM		285-3330-53715	21.38

Check Register Report

Payment Dates: 4/6/2021 - 4/16/2021

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	000016238050	02/28-03/27 PHONE-CH FAX LINE		100-1150-53715	111.16
	000016238051	02/28-03/27 PHONE-CITY HALL LINE		100-1150-53715	331.44
5300	4/9/2021 002365	BRATOW TOWING SVC-GRAFFITI TRUCK	BRAVO'S TOWING	555-3150-53812	190.00 190.00
5301	4/9/2021 5748	CMPINC REPAINTING OF SNACK BAR AND RESTROOM	C & M PAINTERS, INC.	100-5596-59300	12,300.00 12,300.00
5302	4/9/2021 5014452156	CBEEQU 04/11-05/10 FACILITY COPIER LEASE	CELL BUSINESS EQUIPMENT	100-1150-53911	1,046.41 1,046.41
5303	4/9/2021 70821183 70891536	CONCEN 03/21 PRE EMPLOYMENT EXAMS 03/21 PRE EMPLOYMENT EXAMS	CONCENTRA	100-1135-53406 100-1135-53406	636.00 424.00 212.00
5304	4/9/2021 3301-1000996	CED FLUOR LAMP	CONSOLIDATED ELECTRICAL DISTRIBUTORS, INC	100-4100-53813	450.67 450.67
5305	4/9/2021 6921812	DAKT OUTDOOR ELECTRONIC MESSAGE CENTER	DAKTRONICS	275-5591-59300	32,462.11 32,462.11
5306	4/9/2021 INV1247 INV1247	DELCOM 03/21 NATURE PARK SVC 03/21 CAR DETAILING	DELHAVEN COMMUNITY CENTER	100-4100-53111 555-3150-53812	590.00 350.00 240.00
5307	4/9/2021 INV0005616 INV0005617 INV0005619 INV0005620 INV0005621 INV0005622	EDISON 02/08-03/10 ELEC-VARIOUS 03/01-03/25 ELEC-15612 TEMPLE 03/01-03/25 ELEC-15614 TEMPLE 03/01-04/01 ELEC-VARIOUS 03/01-04/01 ELEC-ST LIGHTS LS-2B 03/01-03/25 ELEC-14416 AMAR	EDISON CO	200-3120-53713 285-3330-53712 285-3330-53712 200-3120-53713 200-3120-53713 200-3120-53713	17,644.81 1.34 167.05 26.67 14,446.87 2,965.94 36.94
5308	4/9/2021 3320	FRAEXO CARDBOARD CUTOUTS-EGGSTRAVAGANZA EVENT	FRANCISCO'S EXOTIC DECO INC.	100-4140-53979	1,149.75 1,149.75
5309	4/9/2021 SIN007442	HDLASS 2ND QTR-TRANSACTION TAX	HINDERLITER DE LLAMAS & ASSOCIATES	100-1130-53111	300.00 300.00
5310	4/9/2021 2070842 2371858 2521936 5343729 6022685 6371857 7060052 8023048 8270099 9043929 INV0005634	HMEDEP CORE BIT/REBAR CONCRETE MIX PAINT-EGGSTRAVAGANZA EVENT MTCE TOOLS LUMBER/REBAR GRAFFITI REMOVAL SUPPLIES MTCE TOOLS 60LB CONCRETE MIX MTCE SUPPLIES MTCE YARD-BALL FIELD MTRL SUPPLIES	HOME DEPOT CRC	285-3330-53822 285-3330-53822 100-4140-53979 100-3330-53012 285-3330-53822 200-3120-53016 100-3330-53012 285-3330-53822 100-3330-53012 285-3330-53822 100-3330-53012	1,928.43 267.55 142.13 35.98 262.06 378.10 4.36 288.81 246.53 87.28 199.72 15.91
5311	4/9/2021 1407 1414	KSKFAC 04/21 YLAC/COMM CTR JANITORIAL SVC 04/21 SR CENTER JANITORIAL SVC	KSK FACILITIES	285-3330-53813 100-4130-53813	2,600.00 2,035.00 565.00
5312	4/9/2021 211310AL 211310AL	LACSHF 01/21 LAW ENF SVC 01/21 LIABILITY INSURANCE	LA CO SHERIFF'S DEPT	100-2100-53110 100-2100-53186	577,451.51 522,499.82 54,951.69
5313	4/9/2021 INV0005623 INV0005624	LPVCWD 01/19-03/19 WTR-CITY HALL MAIN 01/19-03/19 WTR-CH LANDSCAPE	LA PUENTE VALLEY CO WATER	100-1150-53714 100-1150-53714	2,903.77 1,045.80 61.96

Check Register Report

Payment Dates: 4/6/2021 - 4/16/2021

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	INV0005626	01/19-03/19 WTR- N GLENDORA		200-3120-53714	66.53
	INV0005627	01/19-03/19 WTR-N GLENDORA		200-3120-53714	85.08
	INV0005628	01/19-03/19 WTR-TEMPLE AVE PARK		285-3330-53714	1,285.25
	INV0005629	01/19-03/19 WTR-116 N FIRST ST		200-3120-53714	74.48
	INV0005630	01/19-03/19 WTR-S FIRST		200-3120-53714	66.53
	INV0005631	01/19-03/19 WTR-S SECOND ST		200-3120-53714	66.53
	INV0005632	01/19-03/19 WTR-S SECOND ST		200-3120-53714	66.53
	INV0005633	01/19-03/19 WTR-120 S FIRST ST		200-3120-53714	85.08
5314	4/9/2021	LACREGISTRAR	LOS ANGELES COUNTY REGISTRAR-RECORDER/COUNTY CLERK		59,509.56
	21-2059	11/20 PRESIDENTIAL GENERAL ELECTION		100-1120-53115	59,509.56
5315	4/9/2021	SITEON	SITEONE LANDSCAPE SUPPLY, LLC		4,994.34
	106668029-001	IRRIGATION SUPPLIES		285-3330-53822	941.50
	106668029-002	IRRIGATION SUPPLIES		285-3330-53822	184.56
	106669535-001	IRRIGATION SUPPLIES		285-3330-53822	232.75
	106815014-001	IRRIGATION SUPPLIES		285-3330-53822	284.96
	106850429-001	IRRIGATION SUPPLIES		285-3330-53822	13.81
	106883375-001	IRRIGATION SUPPLIES		285-3330-53822	470.42
	106884508-001	IRRIGATION SUPPLIES		285-3330-53822	52.83
	106884969-001	IRRIGATION SUPPLIES		285-3330-53822	509.83
	106896547-001	IRRIGATION SUPPLIES		285-3330-53822	48.28
	106918773-001	IRRIGATION SUPPLIES		285-3330-53822	131.75
	106923798-001	IRRIGATION SUPPLIES		285-3330-53822	52.14
	106938960-001	IRRIGATION SUPPLIES		285-3330-53822	100.03
	106951167-001	IRRIGATION SUPPLIES		285-3330-53822	56.80
	106966908-001	IRRIGATION SUPPLIES		285-3330-53822	1,126.07
	106978390-001	IRRIGATION SUPPLIES		285-3330-53822	192.65
	107231187-001	IRRIGATION SUPPLIES		285-3330-53822	595.96
5316	4/9/2021	SMART	SMART & FINAL		202.54
	128133	EGGSTRAVAGANZA EVENT SUPPLIES		100-4140-53979	179.58
	721944	WATERS-EGGSTRAVAGANZA EVENT		100-4140-53979	22.96
5317	4/9/2021	STANLE	STANLEY PEST CONTROL, INC.		165.00
	238650	03/21 SNACK BAR PEST CONTROL		100-3330-53822	80.00
	238653	03/21 ABBEY PEST CONTROL		200-3120-53814	85.00
5318	4/9/2021	TCFNAT	TCF NATIONAL BANK		1,512.00
	6971711	TORO REELMASTER LEASE		285-3330-53911	1,512.00
5319	4/9/2021	TCS	TOTAL COMPENSATIONS SYSTEMS INC		945.00
	9109	GASB 75 VALUATION SVC-2ND PYMT		100-1130-53111	945.00
5320	4/9/2021	CALCARD	US Bank CalCard		13,147.84
	INV0005637	MEMBERSHIP		100-1130-53971	49.50
	INV0005637	VESTA AT & T		100-2130-53011	40.59
	INV0005637	VESTA AT & T		100-2130-53011	40.59
	INV0005637	VESTA AT & T		100-2130-53011	40.59
	INV0005637	WEBSITE SECURITY CERTIFICATE		550-6100-53011	119.98
	INV0005637	CODE ENF SECURITY CAMERA		550-6100-53018	273.73
	INV0005638	SYMPATHY FLOWERS		100-1150-53976	71.45
	INV0005638	SYMPATHY PLANT		100-3300-53976	93.50
	INV0005638	WINDMILL PALM TREE-BASEBALL FIELDS		285-3330-53822	1,752.00
	INV0005638	WINDMILL PALM TREES-BASEBALL FIELDS		285-3330-53822	2,628.00
	INV0005640	ADJUSTMENT CK#3897		100-1150-53011	-795.58
	INV0005641	POSTAGE SVC		100-1150-53211	11.00
	INV0005641	CANVA		100-4100-53011	14.11
	INV0005641	SUPPLIES-CRAFT DAY EVENT		100-4100-53011	58.40
	INV0005641	THERMOMETER		100-4100-53011	75.93
	INV0005641	OFFICE SUPPLIES CREDIT		100-4100-53011	-138.81
	INV0005641	LUNCH MTG		100-4100-53972	64.94

Check Register Report

Payment Dates: 4/6/2021 - 4/16/2021

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	INV0005641	CLEANERS		100-4100-53976	60.00
	INV0005641	FEDERAL FLAGS		100-4100-53976	3,063.35
	INV0005641	SUPPLIES-VACCINE CLINIC		100-4140-53976	135.70
	INV0005641	BASKETS-EGG HUNT EVENT		100-4140-53979	307.60
	INV0005641	PAINT BRUSHES		100-4140-53979	21.89
	INV0005642	LUNCH MTG		100-1110-53972	83.80
	INV0005642	LUNCH MTG		100-1110-53972	29.43
	INV0005642	LUNCH MTG		100-1110-53972	56.56
	INV0005642	FLOWER SHOP		100-1110-53976	87.44
	INV0005642	BACKGROUND SVC		100-1135-53406	16.95
	INV0005642	VESTA AT & T		100-2130-53011	40.59
	INV0005642	ADOBE ACROPRO		100-2130-53011	14.99
	INV0005642	WIDMILL PALM TREES		285-3330-53822	4,380.00
	INV0005642	FUEL		550-6100-53014	121.70
	INV0005642	FUEL		555-3150-53014	100.00
	INV0005642	FUEL		555-3150-53014	76.35
	INV0005642	FUEL		555-3150-53014	100.00
	INV0005642	CAR WASH		555-3150-53812	39.99
	INV0005643	COUCIL NAME BADGE-QUINONES		100-1100-53976	11.58
5322	4/9/2021	WILENG	WILLDAN ENGINEERING		34,095.53
	002-24313	03/21 BUILDING & SAFETY SVC		100-3310-53111	34,095.53
5323	4/16/2021	STADIS	CALIFORNIA STATE DISBURSEMENT UNIT		808.46
	INV0005648	CHILD SUPPORT		100-20399	197.50
	INV0005648	CHILD SUPPORT		260-20399	610.96
5324	4/16/2021	NATRS	NATIONWIDE RETIREMENT		120.00
	INV0005652	Employee Contribution		100-20340	111.93
	INV0005652	Employee Contribution		200-20340	1.15
	INV0005652	Employee Contribution		203-20340	1.73
	INV0005652	Employee Contribution		205-20340	1.73
	INV0005652	Employee Contribution		215-20340	1.15
	INV0005652	Employee Contribution		285-20340	2.31
5325	4/16/2021	FTB	STATE OF CALIFORNIA FRANCHISE TAX BOARD		251.51
	INV0005649	PR WITHOLDING ORDER		100-20399	251.51
5326	4/16/2021	USBANK	U.S BANK PARS ACCT# 6746022400		3,440.18
	INV0005656	PARS RETIREMENT		100-20340	2,098.43
	INV0005656	PARS RETIREMENT		200-20340	123.90
	INV0005656	PARS RETIREMENT		203-20340	54.46
	INV0005656	PARS RETIREMENT		205-20340	154.44
	INV0005656	PARS RETIREMENT		260-20340	922.64
	INV0005656	PARS RETIREMENT		285-20340	86.31
5327	4/16/2021	AMABUS	AMAZON CAPITAL SERVICES INC		90.91
	1YYT-DXQ7-W1QX	PRINTER TONER		550-6100-53018	90.91
5328	4/16/2021	AMERI	AMERINATIONAL		568.20
	21-00254	03/21 MONTHLY SVC FEE		100-3320-53111	568.20
5329	4/16/2021	ATT	AT&T		109.11
	000001628047	03/06-04/05 PHONE-CH 911 LN		100-1150-53715	21.83
	000001628047	03/06-04/05 PHONE-MTCE 911 LN		285-3330-53715	21.83
	000016238048	02/28-03/27 PHONE-SR CENTER 911 LN		100-4130-53715	65.45
5330	4/16/2021	CABUST	CALIFORNIA BUILDING STANDARDS		114.30
	INV0005667	01-03/21 BLDG REV FUND		100-48900	-12.70
	INV0005667	01-03/21 BLDG REV FUND		600-47441	127.00
5331	4/16/2021	STATE	CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION		294.00
	INV0005669	01/01-03/31 SALES TAX ACCRUAL-CRAMER MARKETING		100-1130-53011	2.25

Check Register Report

Payment Dates: 4/6/2021 - 4/16/2021

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	INV0005669	01/01-03/31 SALES TAX ACCRUAL-CRAMER MARKETING		100-1130-53011	30.13
	INV0005669	01/01-03/31 SALES TAX ACCRUAL-RYDIN DECAL		100-1130-53011	53.40
	INV0005669	01/01-03/31 SALES TAX ACCRUAL-TRUSCO MANUFACT...		100-3330-53012	208.22
5332	4/16/2021 8405075038	CINTA 03/21 FIRST AID RESTOCK-ALL FACILITIES	CINTAS CORPORATION #693	100-1150-53011	1,177.37 1,177.37
5333	4/16/2021 82071964	CORLOG 03/21 PROPERTY DATA SVC	CORELOGIC SOLUTIONS, LLC	100-3320-53111	100.00 100.00
5334	4/16/2021 2021-22	CRSINC FY 20/21 STATE MANDATE FILING	COST RECOVERY SYSTEMS INC.	100-1130-53111	7,750.00 7,750.00
5335	4/16/2021 INV0005668 INV0005668	DEPTC 01-03/20 SMIP FEES 01-03/20 SMIP FEES	DEPT OF CONSERVATION	100-48900 600-47440	269.69 -14.19 283.88
5336	4/16/2021 INV0005644	EDISON 03/01-25 ELEC-YLAC	EDISON CO	100-4110-53712	1,129.14 1,129.14
5337	4/16/2021 INV0005672	EDWTOR DEPOSIT REFUND-TORRES	EDWARD TORRES	600-23280	680.00 680.00
5338	4/16/2021 58C2101-IN	EMPAME 03/21 BUS SHELTER MTCE	EMPLOY AMERICA	210-3130-53816	3,640.00 3,640.00
5339	4/16/2021 C-3024	ENVIRO GRAFFITI REMOVAL SUPPLIES	ENVIROTEK	200-3120-53016	718.28 718.28
5340	4/16/2021 01 01 01 01	FECELE ELECTRICAL IMPR LP PARK PH III-RETENTION #1 ELECTRICAL IMPR LP PARK PH III- PYMT#1 ELECTRICAL IMPR LP PARK PH III-RETENTION #1 ELECTRICAL IMPR LP PARK PH III- PYMT#1	F.E.C. ELECTRIC INC.	100-20220 100-5596-59300 500-20220 500-5595-59300	376,347.91 -7,923.12 158,462.28 -11,884.67 237,693.42
5341	4/16/2021 INV0005670	VERIC 04/07-05/06 PHONE-SR CTR ALARM	FRONTIER COMMUNICATIONS	100-4130-53715	114.01 114.01
5342	4/16/2021 10631358	GARDA 04/21 ARMORED TRAN SVC	GARDAWORLD	100-1130-53111	294.75 294.75
5343	4/16/2021 29580	HACOUT UNIFORMS-MTCE DEPT	HACIENDA OUTLET	100-3330-53015	131.95 131.95
5344	4/16/2021 9074	HAWKIN POWDER COATED-LP PARK TRASH CANS	HAWK INDUSTRY PRODUCTS	285-3330-53822	400.00 400.00
5345	4/16/2021 301371	INDTI TIRE-MTCE VEHICLE	INDUSTRY TIRE SERVICE	555-3150-53812	167.80 167.80
5346	4/16/2021 1408	KSKFAC 04/21 CH JANITORIAL SVC	KSK FACILITIES	100-1150-53813	1,606.00 1,606.00
5347	4/16/2021 INV0005645	LPVCWD 01/19-03/19 WTR-SR CENTER	LA PUENTE VALLEY CO WATER	100-4130-53714	251.02 251.02
5348	4/16/2021 9784 9784 9784	LANWEST 03/21 SR CTR LANDSCAPE SVC 03/21 MEDINAS LANDSCAPE SVC 03/21 CH LANDSCAPE SVC	LANDSCAPE WEST MANAGEMENT SERVICES INC	100-4130-53814 200-3120-53814 285-3330-53814	7,657.91 168.48 5,408.74 2,080.69
5349	4/16/2021 6075970	NATCON 03/21-04/17 LP PARK TEMP FENCING	NATIONAL CONSTRUCTION RENTALS	285-3330-53911	59.28 59.28

Check Register Report

Payment Dates: 4/6/2021 - 4/16/2021

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
5350	4/16/2021 98856	READYP CONCRETE-MTCE YARD	PUENTE READY MIX, INC.	285-3330-53822	1,275.68 1,275.68
5351	4/16/2021 3067562	RESOUR CONCRETE MIX	RESOURCE BUILDING MATERIALS	285-3330-53822	213.86 213.86
5352	4/16/2021 INV0005663 INV0005663	CARRRI OFFICE SUPPLIES REIM-CARRILLO KEYS REIM-CARRILLO	RICARDO CARRILLO	100-3330-53011 100-3330-53012	58.13 28.13 30.00
5353	4/16/2021 777533	SMART SUPPLIES-VACCINE CLINIC	SMART & FINAL	100-4140-53979	163.34 163.34
5354	4/16/2021 10303592 032521	DANON 03/21 CH WATER SVC	SPARKLETTES	100-1150-53011	186.89 186.89
5355	4/16/2021 180022012060	SOSUBW 03/06-04/07 WTR-HACIENDA/MAPLEGROVE	SUBURBAN WATER SYSTEMS	200-3120-53714	196.98 196.98
5356	4/16/2021 INVP500416843 INVP500423969	TARGET HERBICIDE-LP PARK HERBICIDE	TARGET SPECIALTY PRODUCTS	285-3330-53814 285-3330-53814	2,589.77 552.02 2,037.75
5357	4/16/2021 INV0005664 INV0005665 INV0005666 INV0005671	GASCO 03/08-04/06 GAS-PUBLIC WORKS 03/08-04/06 GAS-CITY HALL 03/08-04/06 GAS-PARK SERVICES 03/05-04/05 GAS-SR CENTER	THE GAS COMPANY	285-3330-53711 100-1150-53711 285-3330-53711 100-4130-53711	1,513.60 14.30 1,190.19 14.30 294.81
5358	4/16/2021 0029063040121	TIMEWA 04/21 CH CABLE SVC	TIME WARNER CABLE	100-1150-53715	100.06 100.06
5359	4/16/2021 0004398543	VINCEN 03/21 CNG-FUEL	VINCENT'S GENERAL SERVICES	555-3150-53014	369.59 369.59
5360	4/16/2021 006-20750	WILENG 02/21SEWER PLAN UPDATE	WILLDAN ENGINEERING	500-3210-53111	2,100.00 2,100.00
DFT0001237	4/7/2021 L1645328352	EDD 10/01-12/31 UNEMPLOYMENT INS.	EMPLOYMENT DEVELOPMENT DEPT	100-1135-53610	5,288.50 5,288.50
DFT0001241	4/16/2021 INV0005650 INV0005650	ICMARC EMPLOYEE LOAN REPYMT EMPLOYEE LOAN REPYMT	VANTAGEPOINT TRANSFER AGENTS-457	100-20399 210-20399	94.67 59.76 34.91
DFT0001242	4/16/2021 INV0005651 INV0005651 INV0005651 INV0005651 INV0005651 INV0005651 INV0005651 INV0005651	ICMARC EMPLOYEE CONTRIBUTIONS EMPLOYEE CONTRIBUTIONS EMPLOYEE CONTRIBUTIONS EMPLOYEE CONTRIBUTIONS EMPLOYEE CONTRIBUTIONS EMPLOYEE CONTRIBUTIONS EMPLOYEE CONTRIBUTIONS EMPLOYEE CONTRIBUTIONS	VANTAGEPOINT TRANSFER AGENTS-457	100-20399 200-20399 203-20399 205-20399 210-20399 215-20399 260-20399 285-20399	1,300.00 658.85 157.16 78.04 77.48 60.67 145.38 48.59 73.83
DFT0001243	4/16/2021 INV0005653 INV0005653 INV0005653 INV0005653 INV0005653 INV0005653 INV0005653 INV0005653	PERSYS-RETIRE EMPLOYER CONTRIBUTION EMPLOYER CONTRIBUTION EMPLOYER CONTRIBUTION EMPLOYER CONTRIBUTION EMPLOYER CONTRIBUTION EMPLOYER CONTRIBUTION EMPLOYER CONTRIBUTION EMPLOYER CONTRIBUTION	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM	100-20360 200-20360 203-20360 205-20360 210-20360 215-20360 260-20360 261-20360	11,741.61 8,197.03 739.47 407.37 407.20 393.54 324.49 568.22 45.90

Check Register Report

Payment Dates: 4/6/2021 - 4/16/2021

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	INV0005653	EMPLOYER CONTRIBUTION		270-20360	6.15
	INV0005653	EMPLOYER CONTRIBUTION		285-20360	652.24
DFT0001244	4/16/2021	PERSYS-RETIRE	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM		7,619.33
	INV0005654	PERS- NEW EMPLY CONTRB		100-20399	5,182.55
	INV0005654	PERS- NEW EMPLY CONTRB		200-20399	491.77
	INV0005654	PERS- NEW EMPLY CONTRB		203-20399	287.37
	INV0005654	PERS- NEW EMPLY CONTRB		205-20399	288.77
	INV0005654	PERS- NEW EMPLY CONTRB		210-20399	218.94
	INV0005654	PERS- NEW EMPLY CONTRB		215-20399	283.24
	INV0005654	PERS- NEW EMPLY CONTRB		260-20399	397.85
	INV0005654	PERS- NEW EMPLY CONTRB		261-20399	26.10
	INV0005654	PERS- NEW EMPLY CONTRB		270-20399	5.60
	INV0005654	PERS- NEW EMPLY CONTRB		285-20399	437.14
DFT0001245	4/16/2021	PERSYS-RETIRE	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM		745.67
	INV0005655	EMPLOYEE PORTION		100-20360	688.69
	INV0005655	EMPLOYEE PORTION		200-20360	16.28
	INV0005655	EMPLOYEE PORTION		210-20360	8.14
	INV0005655	EMPLOYEE PORTION		285-20360	32.56
DFT0001246	4/16/2021	PERSYS-RETIRE	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM		35.00
	INV0005657	SURVIVORS LIFE INSURANCE		100-20350	26.45
	INV0005657	SURVIVORS LIFE INSURANCE		200-20350	1.71
	INV0005657	SURVIVORS LIFE INSURANCE		203-20350	0.99
	INV0005657	SURVIVORS LIFE INSURANCE		205-20350	1.00
	INV0005657	SURVIVORS LIFE INSURANCE		210-20350	1.09
	INV0005657	SURVIVORS LIFE INSURANCE		215-20350	0.69
	INV0005657	SURVIVORS LIFE INSURANCE		260-20350	1.10
	INV0005657	SURVIVORS LIFE INSURANCE		261-20350	0.09
	INV0005657	SURVIVORS LIFE INSURANCE		270-20350	0.02
	INV0005657	SURVIVORS LIFE INSURANCE		285-20350	1.86
DFT0001247	4/16/2021	EMPLOY	EMPLOYMENT DEVELOPMENT DEPT		4,701.77
	INV0005660	STATE INCOME TAX		100-20310	3,307.13
	INV0005660	STATE INCOME TAX		200-20310	262.82
	INV0005660	STATE INCOME TAX		203-20310	154.28
	INV0005660	STATE INCOME TAX		205-20310	174.17
	INV0005660	STATE INCOME TAX		210-20310	63.84
	INV0005660	STATE INCOME TAX		215-20310	169.14
	INV0005660	STATE INCOME TAX		260-20310	269.73
	INV0005660	STATE INCOME TAX		261-20310	4.59
	INV0005660	STATE INCOME TAX		270-20310	3.65
	INV0005660	STATE INCOME TAX		285-20310	292.42
DFT0001248	4/16/2021	IRSPR	IRS PAYROLL TAX DEPOSIT		14,121.93
	INV0005661	FEDERAL WITHHOLDING		100-20300	9,971.00
	INV0005661	FEDERAL WITHHOLDING		200-20300	748.86
	INV0005661	FEDERAL WITHHOLDING		203-20300	409.67
	INV0005661	FEDERAL WITHHOLDING		205-20300	466.43
	INV0005661	FEDERAL WITHHOLDING		210-20300	194.90
	INV0005661	FEDERAL WITHHOLDING		215-20300	447.69
	INV0005661	FEDERAL WITHHOLDING		260-20300	1,048.67
	INV0005661	FEDERAL WITHHOLDING		261-20300	20.61
	INV0005661	FEDERAL WITHHOLDING		270-20300	10.37
	INV0005661	FEDERAL WITHHOLDING		285-20300	803.73
DFT0001249	4/16/2021	IRSPR	IRS PAYROLL TAX DEPOSIT		4,585.92
	INV0005662	MEDICARE TAX		100-20300	3,096.70
	INV0005662	MEDICARE TAX		200-20300	244.30
	INV0005662	MEDICARE TAX		203-20300	134.64

Check Register Report

Payment Dates: 4/6/2021 - 4/16/2021

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	INV0005662	MEDICARE TAX		205-20300	173.74
	INV0005662	MEDICARE TAX		210-20300	82.62
	INV0005662	MEDICARE TAX		215-20300	109.14
	INV0005662	MEDICARE TAX		260-20300	510.66
	INV0005662	MEDICARE TAX		261-20300	9.54
	INV0005662	MEDICARE TAX		270-20300	2.16
	INV0005662	MEDICARE TAX		285-20300	222.42
Grand Total:					1,255,656.00

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	904,157.08
200 - GAS TAX FUND	29,180.34
203 - MEASURE M FUND	1,561.40
205 - MEASURE R FUND	1,767.85
210 - PROP A FUND	4,772.30
215 - PROP C FUND	1,486.01
260 - CDBG PROGRAM FUND	4,426.19
261 - CDBG CARES	106.83
270 - AIR QUALITY IMPROVEMENT FUND	27.95
275 - PEG ACCESS FUND	32,462.11
285 - LIGHTING & LANDSCAPE MAINTENANCE	34,795.90
500 - SEWER CONSTRUCTION/MAINTENANCE FUND	227,908.75
550 - EQUIPMENT REPLACEMENT FUND	606.32
555 - VEHICLE MAINTENANCE & REPLACEMENT FUND	11,306.09
600 - SPECIAL DEPOSIT FUND	1,090.88
Grand Total:	1,255,656.00

Account Summary

Account Number	Account Name	Payment Amount
100-1100-53976	Special Departmental	11.58
100-1110-53972	Conferences & Meetings	169.79
100-1110-53976	Special Departmental	87.44
100-1120-53115	Contract Services - Election	59,509.56
100-1120-53412	Municipal Code Publishing	32.86
100-1130-53011	Operating Supplies	85.78
100-1130-53111	Contract Services - Private	9,289.75
100-1130-53971	Dues & Memberships	49.50
100-1135-53406	Recruitment Expenses	652.95
100-1135-53610	Unemployment Insurance	5,288.50
100-1135-53613	Insurance-Special Events	385.00
100-1150-53011	Operating Supplies	568.68
100-1150-53211	Postage & Mailing Services	11.00
100-1150-53711	Utility - Gas	1,190.19
100-1150-53714	Utility - Water	1,107.76
100-1150-53715	Utility - Communications	730.65
100-1150-53811	Equipment Maintenance	1,135.52
100-1150-53813	Facility Maintenance	1,606.00
100-1150-53911	Equipment Lease/Rental	1,046.41
100-1150-53976	Special Departmental	71.45
100-20220	Retention Payable	-7,923.12
100-20300	FIT Payable	13,067.70
100-20310	SIT Payable	3,307.13
100-20340	PARS	2,210.36
100-20350	Group Insurance	26.45
100-20360	PERS	8,885.72
100-20380	Union Dues	573.70
100-20399	Other Payroll Deductions	6,350.17
100-2100-53110	Contract Services - LA Sher..	522,499.82
100-2100-53186	Liability Trust Fund	54,951.69
100-2130-53011	Operating Supplies	177.35
100-3300-53976	Special Departmental	93.50
100-3310-53111	Contr Svc - Private - B&S F...	34,095.53
100-3320-53111	Contract Services - Private	668.20
100-3330-53011	Operating Supplies	28.13
100-3330-53012	Small Tools & Equipment	892.28
100-3330-53015	Uniform/Boot Reimburse...	331.95
100-3330-53822	Park Maintenance & Repa...	80.00

Account Summary

Account Number	Account Name	Payment Amount
100-4100-53011	Operating Supplies	9.63
100-4100-53111	Contract Services - Private	350.00
100-4100-53811	Equipment Maintenance	471.46
100-4100-53813	Facility Maintenance	450.67
100-4100-53972	Conferences & Meetings	64.94
100-4100-53976	Special Departmental	3,123.35
100-4110-53712	Utility - Electricity	1,129.14
100-4130-53711	Utility - Gas	294.81
100-4130-53714	Utility - Water	251.02
100-4130-53715	Utility - Communications	179.46
100-4130-53813	Facility Maintenance	565.00
100-4130-53814	Landscape Maintenance	168.48
100-4140-53976	Special Departmental	135.70
100-4140-53979	Special Events	2,881.10
100-48900	Miscellaneous	-26.89
100-5596-59300	Construction Costs	170,762.28
200-20300	FIT Payable	993.16
200-20310	SIT Payable	262.82
200-20340	PARS	125.05
200-20350	Group Insurance	1.71
200-20360	PERS	755.75
200-20380	Union Dues	63.31
200-20399	Other Payroll Deductions	648.93
200-3120-53016	Graffiti Removal Supplies	722.64
200-3120-53713	Utility - Hwy Lights	17,451.09
200-3120-53714	Utility - Water	707.74
200-3120-53814	Landscape Maintenance	5,493.74
200-3120-53821	Traffic Markings/Signs	1,954.40
203-20300	FIT Payable	544.31
203-20310	SIT Payable	154.28
203-20340	PARS	56.19
203-20350	Group Insurance	0.99
203-20360	PERS	407.37
203-20380	Union Dues	32.85
203-20399	Other Payroll Deductions	365.41
205-20300	FIT Payable	640.17
205-20310	SIT Payable	174.17
205-20340	PARS	156.17
205-20350	Group Insurance	1.00
205-20360	PERS	407.20
205-20380	Union Dues	22.89
205-20399	Other Payroll Deductions	366.25
210-20300	FIT Payable	277.52
210-20310	SIT Payable	63.84
210-20350	Group Insurance	1.09
210-20360	PERS	401.68
210-20380	Union Dues	73.65
210-20399	Other Payroll Deductions	314.52
210-3130-53816	Bus Shelter Maintenance	3,640.00
215-20300	FIT Payable	556.83
215-20310	SIT Payable	169.14
215-20340	PARS	1.15
215-20350	Group Insurance	0.69
215-20360	PERS	324.49
215-20380	Union Dues	5.09
215-20399	Other Payroll Deductions	428.62
260-20300	FIT Payable	1,559.33
260-20310	SIT Payable	269.73

Account Summary

Account Number	Account Name	Payment Amount
260-20340	PARS	922.64
260-20350	Group Insurance	1.10
260-20360	PERS	568.22
260-20380	Union Dues	47.77
260-20399	Other Payroll Deductions	1,057.40
261-20300	FIT Payable	30.15
261-20310	SIT Payable	4.59
261-20350	Group Insurance	0.09
261-20360	PERS	45.90
261-20399	Other Payroll Deductions	26.10
270-20300	FIT Payable	12.53
270-20310	SIT Payable	3.65
270-20350	Group Insurance	0.02
270-20360	PERS	6.15
270-20399	Other Payroll Deductions	5.60
275-5591-59300	Construction Costs	32,462.11
285-20300	FIT Payable	1,026.15
285-20310	SIT Payable	292.42
285-20340	PARS	88.62
285-20350	Group Insurance	1.86
285-20360	PERS	684.80
285-20380	Union Dues	102.15
285-20399	Other Payroll Deductions	510.97
285-3330-53111	Contract Services - Private	5,383.50
285-3330-53711	Utility - Gas	28.60
285-3330-53712	Utility - Electricity	193.72
285-3330-53714	Utility - Water	1,285.25
285-3330-53715	Utility - Communications	43.21
285-3330-53813	Facility Maintenance	2,035.00
285-3330-53814	Landscape Maintenance	4,670.46
285-3330-53822	Park Maintenance & Repa...	16,877.91
285-3330-53911	Equipment Lease/Rental	1,571.28
500-20220	Retention Payable	-11,884.67
500-3210-53111	Contract Services - Private	2,100.00
500-5595-59300	Construction Cost	237,693.42
550-6100-53011	Operating Supplies	119.98
550-6100-53014	Fuel	121.70
550-6100-53018	Computer Hardware & Su...	364.64
555-3150-53014	Fuel	645.94
555-3150-53812	Vehicle Maintenance	7,343.02
555-3150-53912	Vehicle Lease	3,317.13
600-23280	Deposit - C & D	680.00
600-47440	Strong Motion Inst. Fee	283.88
600-47441	SB1473 (Green Fee)	127.00
Grand Total:		1,255,656.00

Project Account Summary

Project Account Key	Payment Amount
None	1,229,839.61
30221E	668.20
61721E	3,102.76
69421E	19,467.68
69721E	135.21
70621E	2,143.50
71121E	299.04
Grand Total:	1,255,656.00



City of La Puente AGENDA REPORT

To: Mayor and City Council For meeting of: April 27, 2021

From: Bob Lindsey, City Manager

By: Troy Grunklee, CPA, Director of Administrative Services
Alex Merkel Medina, Principal Accountant

SUBJECT: PRESENTATION OF MARCH 2021 INVESTMENT REPORT

BACKGROUND

This report presents the City's investment portfolio for the period of March 2021. The attachment provides details of the City's portfolio. It has been prepared to comply with regulations contained in California Government Code Section 53600 and the Statement of Investment Policy approved by City Council on June 9, 2020.

The investment objectives of the City of La Puente are first, to provide safety of principal to ensure the preservation of capital in the overall portfolio, second, to provide sufficient liquidity to meet all operating requirements, and third, to earn a commensurate rate of return consistent with the constraints imposed by the safety and liquidity objectives.

The City follows the practice of pooling cash and investments for all funds under its direct control. Interest earned on pooled cash and investments is allocated to the various funds based on the respective fund's average quarterly cash balance. It is common for governments to pool the cash and investments of various funds to improve investment performance. By pooling funds, cities are able to benefit from economies of scale, diversification, liquidity and ease of administration.

DISCUSSION

The Investment Report for March 2021 has been provided for your review.

The investment activity for the period is summarized in the following table:

Action	Instrument	Settlement Date	Interest Rate	Maturity Date	Face Value
Purchase	Government Obligation-Federal Home Loan Bank Bond (FHLB)	03/02/2021	0.85%	02/26/2026	\$250,000.00

Purchase	Government Obligation-Federal Home Loan Bank Bond (FHLB)	03/08/2021	0.98%	03/30/2026	\$250,000.00
Purchase	Government Obligation-Federal Home Loan Bank Bond (FHLB)	03/11/2021	0.875%	03/25/2026	\$250,000.00
Purchase	Government Obligation-Federal Farm Credit Bank (FFCB)	03/22/2021	0.71%	04/01/2025	\$250,000.00
Purchase	Certificate of Deposit (CD) – Greenstate Credit Union	03/30/2021	0.95%	04/16/2026	\$249,000.00
Sale	Certificate of Deposit (CD) Pinnacle National Bank	03/22/2021	1.95%	03/22/2021	\$245,000.00

FISCAL IMPACT

Idle cash invested in certificates of deposit, government securities, and corporate bonds typically return higher yields than LAIF (Local Agency Investment Fund). This maximizes returns without assuming substantial additional risk.

SUMMARY

In summary, the City has conservatively placed its investment portfolio in LAIF, federal agency securities, corporate bonds, and certificates of deposit. The portfolio complies with the Statement of Investment Policy and the City has the ability to meet its expenditure requirements for the next six months.

RECOMMENDATION

It is recommended that the City Council receive and file this report.

ATTACHMENTS

Attachment A – Investment Report
Attachment B – Certificates of Deposit
Attachment C – Corporate Bonds
Attachment D – Municipal Bonds
Attachment E – Charts

CITY OF LA PUENTE

ATTACHMENT A

Cash and Investment Report
March 31, 2021

Investment Type	Issuer	Purchase Date	Maturity Date	Interest Rate	Face Value	Book Value	Market Value	Source of Market Valuation
Local Agency Investment Fund State of California				0.685%	\$ 5,247,901	\$ 5,247,901	\$ 5,269,493	LAIF
Government Obligations								
U.S. Agency Security	FFCB	06/07/19	06/13/24	1.950%	250,000	249,712	262,093	Stifel
U.S. Agency Security	FFCB	06/12/19	06/21/24	2.220%	250,000	250,000	251,120	Stifel
U.S. Agency Security	FFCB	06/10/20	06/10/25	0.680%	250,000	250,000	250,953	Multi-Bank
U.S. Agency Security	FFCB	06/02/20	06/09/25	0.500%	250,000	250,000	247,443	Stifel
U.S. Agency Security	FFCB	03/22/21	04/01/25	0.710%	250,000	250,000	249,250	Stifel
U.S. Agency Security	FFCB	02/24/21	03/03/26	0.790%	250,000	250,000	246,103	Stifel
U.S. Agency Security	FFCB	07/29/20	07/29/25	0.580%	250,000	250,000	244,313	Stifel
U.S. Agency Security	FHLB	05/05/20	05/19/25	0.750%	250,000	250,000	249,000	Stifel
U.S. Agency Security	FHLB	03/02/21	02/26/26	0.850%	250,000	250,041	247,720	Stifel
U.S. Agency Security	FHLB	03/08/21	03/30/26	0.980%	250,000	250,000	247,250	Stifel
U.S. Agency Security	FHLB	03/11/21	03/25/26	0.875%	250,000	250,000	248,483	Stifel
U.S. Agency Security	FHLB	06/29/20	06/30/25	0.650%	375,000	375,000	369,934	Stifel
U.S. Agency Security	FHLB	02/09/21	02/09/26	0.300%	250,000	250,000	247,560	Stifel
U.S. Agency Security	FHLB	02/18/21	02/18/26	0.600%	250,000	250,000	245,768	Multi-Bank
U.S. Agency Security	FHLB	02/26/21	02/26/26	0.580%	250,000	250,000	244,875	Multi-Bank
U.S. Agency Security	FHLB	01/26/21	01/26/26	0.560%	250,000	250,000	245,555	Multi-Bank
U.S. Agency Security	FHLB	02/24/21	02/24/26	0.625%	250,000	249,500	245,858	Stifel
U.S. Agency Security	FHLB	02/25/21	02/25/26	0.660%	250,000	250,000	245,808	Stifel
U.S. Agency Security	FHLB	02/12/21	02/12/26	0.520%	250,000	249,750	244,375	Stifel
U.S. Agency Security	FHLB	06/29/20	06/30/25	0.680%	250,000	250,000	246,273	Stifel
U.S. Agency Security	FHLMC	04/21/20	04/21/25	0.700%	500,000	499,260	498,275	Stifel
U.S. Agency Security	FHLMC	11/14/19	05/10/24	1.750%	250,000	250,061	250,363	Stifel
U.S. Agency Security	FHLMC	08/12/16	08/12/21	1.125%	250,000	246,250	250,975	Stifel
U.S. Agency Security	FHLMC	06/19/20	06/30/25	0.720%	250,000	250,000	249,285	Stifel
U.S. Agency Security	FHLMC	06/29/20	06/28/24	0.500%	250,000	250,000	250,045	Stifel
U.S. Agency Security	FHLMC	07/14/20	07/14/25	0.600%	250,000	250,000	248,000	Stifel
U.S. Agency Security	FHLMC	07/23/20	07/23/25	0.500%	250,000	249,625	246,185	Stifel
U.S. Agency Security	FNMA	06/04/20	06/30/25	0.800%	250,000	250,000	249,600	Stifel
U.S. Agency Security	FNMA	06/04/20	06/04/25	0.710%	250,000	250,000	247,546	Multi-Bank
U.S. Agency Security	FNMA	05/27/20	05/27/20	0.750%	250,000	250,000	249,725	Multi-Bank
U.S. Agency Security	FNMA	07/22/20	07/22/25	0.600%	250,000	250,000	247,018	Stifel
U.S. Agency Security	FNMA	08/03/20	08/19/25	0.625%	250,000	250,000	247,188	Stifel
U.S. Agency Security	FNMA	08/03/20	08/12/25	0.500%	250,000	250,000	245,773	Stifel
U.S. Agency Security	FNMA	08/17/20	08/14/25	0.500%	250,000	249,899	245,800	Stifel
U.S. Agency Security	FNMA	07/29/20	07/29/25	0.700%	250,000	250,000	248,455	Multi-Bank
Total Government Securities					9,125,000	9,119,098	9,053,960	
Municipal Bonds***				various	500,000	496,726	505,908	
Negotiable Certificates of Deposit ***				various	7,189,000	7,189,205	7,381,434	
Corporate Bonds***				various	1,250,000	1,233,425	1,287,288	
Total Investments					\$ 23,311,901	\$ 23,286,355	\$ 23,498,082	
Deposits						775,737	*	
Miscellaneous Cash						2,200	**	
Total Cash and Deposits						775,737		
Total Investments, Cash and Deposits						\$ 24,062,092		

I certify that this investment portfolio is in conformity with the Investment Policy of the City of La Puente as stated in Resolution No. 20-5558 dated June 09, 2020. The Investment Program provides sufficient liquidity to meet the next six months' estimated expenditures.

* Deposits represent the equity in the checking & payroll accounts.

** Miscellaneous cash represents a total of all petty cash accounts.

*** Detailed list of Negotiable Certificates of Deposit/Corporate Bonds attached

Troy O. Grunklee, CPA
Dir. Of Administrative Services

Alex Merkel Medina
Principal Accountant

CITY OF LA PUENTE**Negotiable Certificates of Deposit****Cash and Investment Report****March 31, 2021**

Issuer	Purchase Date	Maturity Date	Interest Rate	Face Value	Book Value	Market Value	Source of Valuation
JP Morgan Chase Bank	5/19/20	5/28/25	1.00%	248,000	248,000	252,583	Stifel
Greenstate Credit Union	3/30/21	4/16/26	0.95%	249,000	249,000	249,072	Stifel
Bank Hapoalim	4/6/16	4/6/21	1.60%	248,000	248,000	248,064	Stifel
Synchrony Bank	4/15/16	4/15/21	1.50%	248,000	248,000	248,176	Stifel
Wells Fargo Bank	6/17/16	6/17/21	1.75%	248,000	248,000	248,821	Stifel
Mercantil Commerce Bank	6/24/16	6/24/21	1.65%	248,000	248,000	248,908	Stifel
State Bank of India, NY	1/26/17	1/26/22	2.35%	248,000	248,000	252,665	Stifel
Mountain America FCU	4/23/19	3/27/23	3.00%	249,000	249,205	263,076	Stifel
Sallie Mae Bank	3/22/17	3/22/22	2.35%	247,000	247,000	252,506	Stifel
Medallion Bank	4/4/17	4/4/22	2.25%	248,000	248,000	253,409	Stifel
American Express Centurion Bank	4/5/17	4/5/22	2.45%	247,000	247,000	252,896	Stifel
Goldman Sachs Bank	4/12/17	4/12/22	2.40%	247,000	247,000	252,157	Stifel
Capital One Bank USA NA	4/19/17	4/19/22	2.40%	247,000	247,000	252,990	Stifel
EverBank	4/28/17	4/28/22	2.15%	248,000	248,000	253,486	Stifel
American Express Bank FSB	5/3/17	5/3/22	2.35%	247,000	247,000	253,034	Stifel
Capital One Bank NA McLean VA	5/10/17	5/10/22	2.30%	247,000	247,000	253,037	Stifel
Comenity Bank	5/31/17	5/31/22	2.35%	248,000	248,000	254,500	Stifel
First Bank of Highland	6/21/17	6/21/22	2.10%	247,000	247,000	253,042	Stifel
Morgan Stanley Bank NA	6/6/19	6/6/24	2.70%	246,000	246,000	264,290	Stifel
Morgan Stanley Private Bank	4/23/19	4/25/24	2.75%	246,000	246,000	264,172	Stifel
East Boston Savings Bank	8/14/20	8/14/25	0.50%	248,000	248,000	246,552	Stifel
Merrick Bank	7/31/19	7/31/24	2.20%	249,000	249,000	264,020	Stifel
Citadel Federal Credit Union	2/26/20	2/27/25	1.65%	248,000	248,000	259,128	Stifel
Axos Bank	2/27/20	3/26/25	1.65%	249,000	249,000	260,252	Stifel
Pathfinder Bank	10/2/20	10/14/25	0.50%	249,000	249,000	246,861	Stifel
Evansville Teachers Fed. Credit Union	8/27/19	8/29/22	2.10%	249,000	249,000	255,970	Stifel
First Bank of DeQueen	8/21/19	8/30/24	1.80%	249,000	249,000	260,865	Multi-Bank
Luana Savings Bank	2/28/20	2/28/25	1.55%	248,000	248,000	258,173	Multi-Bank
Celtic Bank	4/17/20	4/17/25	1.50%	249,000	249,000	258,731	Multi-Bank
Total for Negotiable Certificates of Deposit				<u>\$ 7,189,000</u>	<u>\$ 7,189,205</u>	<u>\$ 7,381,434</u>	

CITY OF LA PUENTE

Corporate Bonds
Cash and Investment Report
March 31, 2021

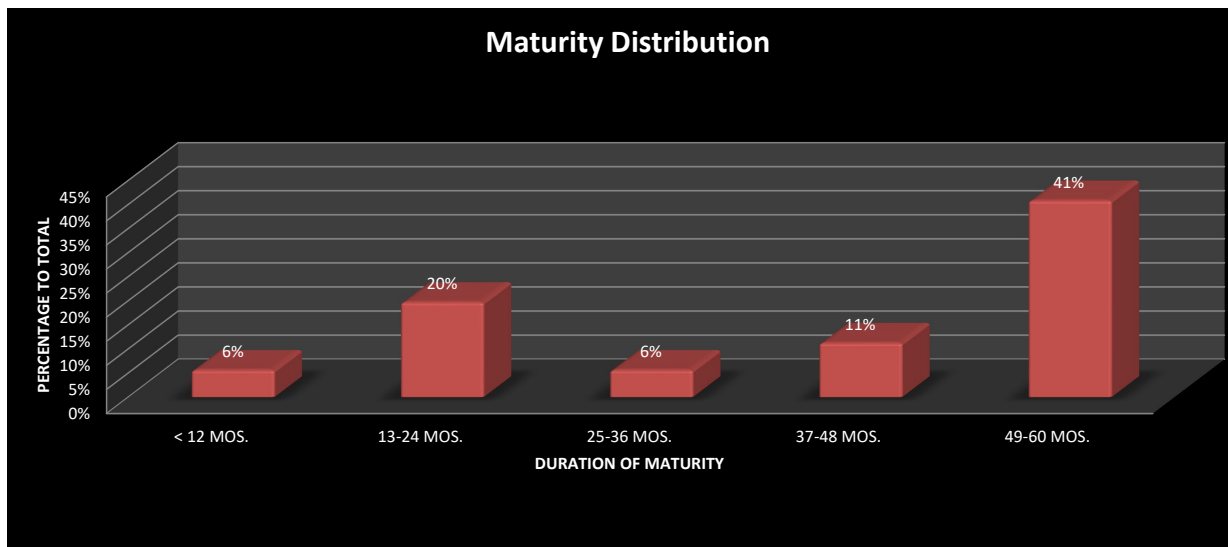
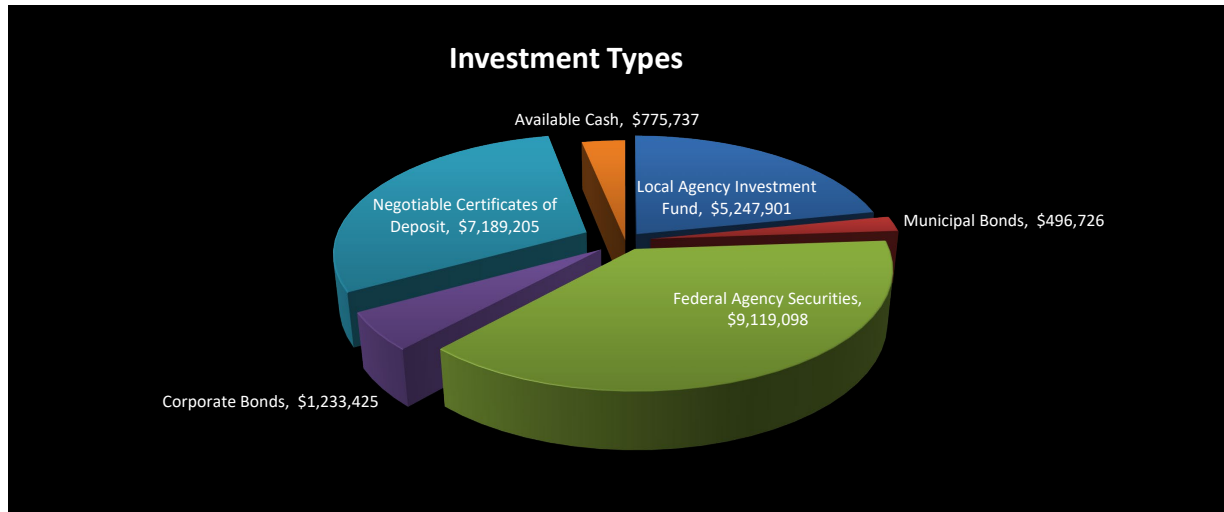
Issuer	Purchase Date	Maturity Date	Interest Rate	Face Value	Book Value	Market Value	Source of Market Valuation
Apple Inc	10/27/17	2/9/22	2.15%	250,000	250,000	254,113	Stifel
Proctor and Gamble	1/9/18	11/3/21	1.70%	250,000	244,875	252,218	Stifel
Bank of New York Mellon	8/16/18	8/16/23	2.20%	250,000	237,232	259,990	Stifel
JP Morgan Chase	4/3/19	5/18/23	2.70%	250,000	251,094	260,800	Stifel
Coca Cola	10/10/19	9/6/24	1.75%	<u>250,000</u>	<u>250,224</u>	<u>260,168</u>	Stifel
Total for Negotiable Corporate Bonds				<u>\$ 1,250,000</u>	<u>\$ 1,233,425</u>	<u>\$ 1,287,288</u>	

CITY OF LA PUENTE

Municipal Bonds
Cash and Investment Report
March 31, 2021

Issuer	Purchase Date	Maturity Date	Interest Rate	Face Value	Book Value	Market Value	Source of Market Valuation
State of California	1/11/21	4/1/25	3.38%	250,000	247,965	243,593	Multi-Bank Stifel
Los Angeles Airport Revenue Bonds	7/16/18	5/15/23	2.79%	<u>250,000</u>	<u>248,761</u>	<u>\$ 262,315</u>	
Total for Municipal Bonds				<u>\$ 500,000</u>	<u>\$ 496,726</u>	<u>\$ 505,908</u>	

Cash and Investment Report Charts
March 31, 2021





City of La Puente AGENDA REPORT

To: Mayor and City Council For meeting of: April 27, 2021

Via: Bob Lindsey, City Manager

By: Troy O. Grunklee, CPA, Director of Administrative Services
Alex Merkel Medina, Principal Accountant

SUBJECT: PRESENTATION OF MARCH 2021 REQUISITION SUMMARY REPORT

BACKGROUND

On April 24, 2018, the City Council adopted several ordinances and accompanying resolutions amending the City's purchasing procedures to streamline and make the procurement process more efficient. One of the amendments to the purchasing procedures was a provision setting a \$5,000 spending limit for Department Heads and a separate provision increasing the City Manager's spending limit to \$20,000 for professional services, supplies and equipment. In order to document purchases approved by the City Manager and/or Department Heads the City Council directed that a monthly report be prepared and filed with the City Council. Due to modified City Council meeting schedules during the winter holiday season, this report will cover a three-month period. This action is to receive and file the requisition summary report for the period of March 2021.

DISCUSSION

City staff initiated thirteen (13) requisitions during the month totaling \$58,443.78.

RECOMMENDATION

It is recommended that the City Council receive and file this report.

ATTACHMENTS

Attachment "A": Requisition Summary Report for March 2021

City of La Puente
Requisition Summary Report
For the period of March 2021

Requisition Number	Date Requested	Date Approved	Status	Department
REQ000425	3/4/2021	3/4/2021	Approved	Community Services

Vendor: It's A Gas, Inc
Description: Balloon Decor - Eggstravaganza Event

Total Obligation \$ 4,000.00
Total Paid \$ 3,176.05

Submitted By: Adriana Dominguez
Approved By: Director of Community Services
Funding Source: General Fund (100)

Requisition Number	Date Requested	Date Approved	Status	Department
REQ000427	3/8/2021	3/8/2021	Approved	Development Services

Vendor: United States Postal Svc
Description: Postage for City Hall mail meter

Total Obligation: \$ 3,000.00
Total Paid \$ 3,000.00

Submitted By: Norma Ramirez
Approved By: Director of Development Services
Funding Source: General Fund (100)

Requisition Number	Date Requested	Date Approved	Status	Department
REQ000428	3/11/2021	3/11/2021	Approved	Development Services

Vendor: Schools in
Description: Bat Racks (6) for La Puente Park

Total Obligation: \$ 1,315.87
Total Paid \$ -

Submitted By: Elizabeth Herrera
Approved By: Director of Administrative Services
Funding Source: LLMD Fund (285)

Requisition Number	Date Requested	Date Approved	Status	Department
REQ000429	3/16/2021	3/16/2021	Approved	Administrative Services

Vendor: Schools in
Description: Helmet Racks for La Puente Park

Total Obligation: \$ 1,199.67
Total Paid \$ -

Submitted By: Alexander Merkel Medina Medina
Approved By: Director of Administrative Services
Funding Source: LLMD Fund (285)

Requisition Number	Date Requested	Date Approved	Status	Department
REQ000430	3/16/2021	3/16/2021	Approved	Administrative Services

Vendor: Amazon Capital Svc
Description: Batting Cage Mats

Total Obligation: \$ 1,583.94
Total Paid \$ 1,583.94

Submitted By: Elizabeth Herrera
Approved By: Director of Administrative Services
Funding Source: LLMD Fund (285)

Requisition Number	Date Requested	Date Approved	Status	Department
REQ000431	3/16/2021	3/16/2021	Approved	Administrative Services

Vendor: Dell Marketing, LP
Description: 2 Yr Warranty Renewal

Total Obligation: \$ 3,144.00
Total Paid \$ 3,144.00

Submitted By: Elizabeth Herrera
Approved By: Director of Administrative Services
Funding Source: Equipment Replacement Fund (550)

Requisition Number	Date Requested	Date Approved	Status	Department
REQ000432	3/16/2021	3/16/2021	Approved	Administrative Services

Vendor: Hitting World
Description: Pitching Mounds - La Puente Park

Total Obligation: \$ 3,626.25
Total Paid \$ -

Submitted By: Alexander Merkel Medina
Approved By: Director of Administrative Services

Funding Source: LLMD Fund (285)

<u>Requisition Number</u>	<u>Date Requested</u>	<u>Date Approved</u>	<u>Status</u>	<u>Department</u>
REQ000433	3/18/2021	3/18/2021	Approved	Administrative Services

Vendor: Anthem Sports
Description: 4-Row 21" Bleachers (2)

Total Obligation: \$ 6,132.71
Total Paid \$ -

Submitted By: Alexander Merkel Medina
Approved By: City Manager
Funding Source: General Fund (100)

<u>Requisition Number</u>	<u>Date Requested</u>	<u>Date Approved</u>	<u>Status</u>	<u>Department</u>
REQ000434	3/18/2021	3/18/2021	Approved	Administrative Services

Vendor: Dave Bang Associates Inc
Description: Dugout Benches (3) - La Puente Park

Total Obligation: \$ 6,821.90
Total Paid \$ -

Submitted By: Alexander Merkel Medina
Approved By: City Manager
Funding Source: General Fund (100)

<u>Requisition Number</u>	<u>Date Requested</u>	<u>Date Approved</u>	<u>Status</u>	<u>Department</u>
REQ000435	3/22/2021	3/22/2021	Approved	Development Services

Vendor: Dave Bang Associates Inc
Description: Playground Repairs

Total Obligation: \$ 13,168.69
Total Paid \$ -

Submitted By: Norma Ramirez
Approved By: City Manager
Funding Source: LLMD Fund (285)

<u>Requisition Number</u>	<u>Date Requested</u>	<u>Date Approved</u>	<u>Status</u>	<u>Department</u>
REQ000436	3/22/2021	3/22/2021	Approved	Development Services

Vendor: C & M Painters, Inc.
Description: Repainting of Park Snack Bar & Restroom

Total Obligation: \$ 12,301.00

Total Paid \$ 12,301.00

Submitted By: Norma Ramirez
Approved By: City Manager
Funding Source: General Fund (100)

<u>Requisition Number</u>	<u>Date Requested</u>	<u>Date Approved</u>	<u>Status</u>	<u>Department</u>
REQ000437	3/30/2021	3/30/2021	Approved	Community Services

Vendor: Francisco's Exotic Deco Inc.
Description: Carboard Cutouts for Eggstravanganza Event

Total Obligation: \$ 1,149.75
Total Paid \$ 1,149.75

Submitted By: Angel Morales
Approved By: Director of Community Services
Funding Source: General Fund (100)

<u>Requisition Number</u>	<u>Date Requested</u>	<u>Date Approved</u>	<u>Status</u>	<u>Department</u>
REQ000438	3/30/2021	3/30/2021	Approved	Community Services

Vendor: Angelcom Audio
Description: Sound for Eggstravanganza Event

Total Obligation: \$ 1,000.00
Total Paid \$ 1,000.00

Submitted By: Angel Morales
Approved By: Director of Community Services
Funding Source: General Fund (100)



City of La Puente AGENDA REPORT

To: Mayor and City Council

For meeting of: April 27, 2021

From: Bob Lindsey, City Manager

By: John Di Mario, Development Services Director

SUBJECT: CONSIDERATION OF A CHANGE ORDER WITH FEC ELECTRIC, INC. FOR PHASE 3 ELECTRICAL IMPROVEMENTS AT LA PUENTE PARK IN THE AMOUNT OF \$30,593.00 AND A PURCHASE ORDER CONTRACT WITH MUSCO SPORTS LIGHTING, LLC FOR THE PURCHASE OF THREE LIGHTING POLE RETROFIT FIXTURES TO BE INSTALLED AT LA PUENTE PARK IN THE AMOUNT OF \$12,650.00

BACKGROUND

At the City Council meeting of October 27, 2020, the Council awarded a contract to FEC Electric, Inc. ("FEC") in the amount of \$339,000.00 for the Phase 3 electrical improvements at La Puente Park. Construction for this project is well underway and nearing completion.

DISCUSSION

A change order has been identified two project related work items in the amount of \$25,593.00. The items are described below:

1. Retrofit existing light pole by the Maintenance Yard with Musco lighting fixture for T-ball fields and related work to remove existing light fixture and wire and extend conduits to a new pull box - \$ 9,619.00.
2. Clean existing conduits and pull new fiber from the Maintenance Yard office to five locations in the park. Work also includes the installation of GFI outlets at each location for cameras to be installed at a later date - \$15,974.00
3. Wire and install five (5) remote control scoreboard boxes for each of the five scoreboards (softball fields, baseball fields, and football field) for wireless scoreboard operation - \$5,000.00

As previous change orders approved by the City Manager for this project currently total \$27,293 which are within the 10% contingency (\$33,900) for City Manager approval, Staff is requesting City Council consideration and approval of these two items to complete this work.

The purchase of the three Musco lighting retrofit fixtures will be awarded through a competitively bid contract (Master Contract #071619-MSL) by Sourcewell (formerly the National Joint Powers Alliance) at a cost of \$11,500.00 plus sales tax of \$1,150.00 for a total of \$12,650.00. Sourcewell is a public agency service cooperative that serves over 50,000 members. Through national solicitations, they provide the opportunity for members to purchase through nationally leveraged, competitively bid contracts. Sourcewell contracts offer a multitude of products, equipment, and services to government agencies and non-profit entities. The City of La Puente is a member of Sourcewell and has used Sourcewell contracts in the past. Section 2.20.090 (e) of the La Puente Municipal Code authorizes the City to participate in cooperative purchasing plans or programs such as Sourcewell.

FISCAL IMPACT

Funding for this change order is available from the General Fund through savings from improvements that have been completed on the west side of the park that were previously appropriated for funding by the City Council.

RECOMMENDATION

It is recommended that the City Council: (1) approve the change order with FEC Electric, Inc. in the amount of \$30,593.00 for Phase 3 electrical improvements at La Puente Park; and (2) approve the purchase order contract with Musco Sports Lighting, LLC for the purchase of three lighting retrofit fixtures to be installed at La Puente Park in the amount of \$12,650.00.

ATTACHMENTS

Attachment "A": Musco Sports Lighting, LLC Quote

Quote

Date: March 11, 2021
To: Mr. Bob Lindsay- City of La Puente

Project: La Puente City Park 3- Additional Fixtures- Area Lighting Pole
La Puente, California
Ref: 182174

Quotation Price – Musco LED Lighting Equipment Only

La Puente City Park 3 Additional Fixtures- Retrofit Area Lighting Pole: \$11,500.00

Estimated Sales Tax at 10.00% on Lighting Equipment Materials (Confirm at time of order).

Sales tax (see above), pricing furnished is effective for 60 days unless otherwise noted and is considered confidential.

Sports Cluster Green Retrofit System with Total Light Control – TLC for LED™ technology

Lighting Equipment – Area lighting pole- Musco Three Fixture Cross-arm Assembly, ECE, and Wire Harnesses

- Existing Light Poles E1.
- (3) Factory aimed and assembled luminaries SCG TLC-LED-900
- Factory wired and tested remote electrical component enclosures
- Pole length, factory assembled wire harnesses

Control Systems and Services

- Utilize existing lighting control supplied at the softball field. See Musco Control Summary- Contactor C11, Zone 5 supplied for Future TBall.

Operation and Warranty Services

- Product assurance and warranty program that covers material for 10 years .

Payment Terms

Musco's Credit Department will provide payment terms.

Project Notes

Quote is based on:

- Product Leadtime is 4-6 weeks after order, and submittal approval.
- Shipment of entire project together to one location.
- Confirm site voltage/phasing- Panel SLDP -480v / 3p per phase I. See Lighting Control Summary, Electrical Sheet E2.0, E3.1

Thank you for considering Musco for your lighting needs. Please contact me with any questions or if you need additional details.

Mike Higgins
Musco Sports Lighting, LLC
3002 Dow Ave, Suite #504
Phone: 800-659-0117 ext 6121 / E-mail: mike.higgins@musco.com

SOURCEWELL / NATIONAL JOINT POWERS ALLIANCE

Master Project: 199030

Contract Number: 071619-MSL / Expiration: 08/27/2023

Category: Sports lighting with related supplies and services

Sub-Category: Athletic Field / Court and Parking Lot Lighting Systems





City of La Puente

AGENDA REPORT

To: Mayor and City Council For meeting of: April 27, 2021

From: Bob Lindsey, City Manager

By: Troy O. Grunklee, CPA, Director of Administrative Services
Alex Merkel Medina, Principal Accountant

SUBJECT: PRESENTATION OF MARCH 20201 BUDGET REPORT

BACKGROUND

The City Council adopted the Fiscal Year 2020-2021 Budget and Capital Improvement Program on June 23, 2020. The attached report examines fiscal activity taking place during the month of March 2021 and includes all funds within the operating budget. The report analyzes year-to-date transactions in comparison to budgeted amounts for the entire fiscal year, expressing each category using a percentage-of-completion methodology. It additionally provides comparisons in activity level to the same time period last fiscal year.

DISCUSSION

As of March 31, 2021, 75% of the fiscal year has passed.

REVENUES

General Fund revenues to date total \$9,651,072 – 63.2% of the annual budget, an immaterial increase over last fiscal year. While *Sales and Use Tax*, *Measure LP*, and *Property Tax* remain stable, *Licenses and Permits*, *Charges for Services*, and *Other Taxes and Assessments* continue to suffer from the economic contraction related to the COVID-19 pandemic. These items include building permits, plan check fees, business licenses, transient occupancy tax, and similar services. Collectively, these categories display an average 25% decline in revenues from March of 2020.

Special revenue funds, when taken in total, post a revenue result of 76% of budget, a marked increase over 58.2% at this time last fiscal year. This is primarily attributable to contributions from COVID-19 related funding sources, including the State CARES Act and the CDBG CARES funding. These funds are earmarked for expenditures, and thus do not support increased fund balances. When excluding these non-recurring sources, the traditional special revenue funds including Gas Tax, Road Maintenance and Rehabilitation Act, and the four (4) MTA funds indicate an average of 10% decline since March of the prior fiscal year.

Transactions taxes and fuel taxes form the basis for these funding sources. Rising fuel prices and sustained remote work arrangements are likely contributing factors to the overall decline in consumption and the corollary decline in tax base.

During the March period, the City collected a County Grant for approximately \$58,000 as reimbursement for construction costs incurred for the shared City/County traffic signal project at Amar Road and Willow Avenue.

EXPENDITURES

Excluding one-time expenditures related to debt issuances, the City has expended 54% of its total budget, in comparison to 55% in March of 2020. The General Fund posts expenditures of \$8,643,765 or 56.6% as compared to 58.9% last fiscal year.

In March, the City made its first interest payment of \$85,000 on the 2020A Pension Obligation Bonds issued in the fall of last year.

RECOMMENDATION

It is recommended that the City Council receive and file this report.

ATTACHMENTS

Attachment “A”: Monthly Budget Report – March 2021

CITY OF LA PUENTE
Monthly Budget Report - March 2021
Statement of Revenues
75% of the Fiscal Year Complete

	FY 2020-2021 BUDGET	FY 2020-2021 YTD ACTUAL	%	FY 2019-2020 BUDGET	FY 2019-2020 YTD ACTUAL	%
GENERAL FUND						
Property Tax	6,597,300	3,527,189	53.5%	6,333,300	3,350,573	52.9%
Sales Tax	2,539,000	2,089,793	82.3%	3,255,700	1,971,022	60.5%
Sales Tax - Measure LP	2,137,500	1,865,725	87.3%	1,250,000	1,552,949	124.2%
Other Taxes and Assessments	1,479,100	653,188	44.2%	1,505,400	684,156	45.4%
Licenses and Permits	645,500	543,522	84.2%	687,700	616,426	89.6%
Fines and Forfeitures	280,000	131,327	46.9%	298,000	222,193	74.6%
Use of Money	120,000	119,031	99.2%	110,000	89,961	81.8%
Intergovernmental	67,500	258,186	382.5%	61,500	59,752	97.2%
Charges for Services	824,300	446,053	54.1%	716,200	779,454	108.8%
Other	577,200	17,058	3.0%	598,200	321,888	53.8%
TOTAL GENERAL FUND	15,267,400	9,651,072	63.2%	14,816,000	9,648,374	65.1%
SPECIAL REVENUE FUNDS						
Gas Tax	965,300	675,176	69.9%	1,063,000	686,547	64.6%
RMRA (SB1)	704,100	434,978	61.8%	676,400	455,750	67.4%
Prop A	827,800	623,228	75.3%	964,600	741,751	76.9%
Prop C	585,600	509,925	87.1%	697,100	552,453	79.3%
Measure R	436,700	378,004	86.6%	521,100	406,503	78.0%
Measure M	490,100	429,806	87.7%	585,700	454,137	77.5%
AQMD	53,000	25,998	49.1%	58,000	34,750	59.9%
Miscellaneous Grants	838,400	1,043,929	124.5%	290,000	-	0.0%
Lighting & Landscape Maintenance District	839,600	482,300	57.4%	827,700	482,743	58.3%
CDBG	445,600	184,741	41.5%	419,700	230,420	54.9%
CDBG CARES	-	175,885	0.0%	-	-	0.0%
PEG Access	36,500	21,925	60.1%	42,000	23,777	56.6%
Supplemental Law Enforcement Fund	100,000	156,727	156.7%	100,000	155,948	155.9%
State CARES Act Fund	-	369,298	0.0%	-	-	0.0%
Other Special Revenue	1,474,700	413,846	28.1%	1,135,500	71,501	6.3%
TOTAL SPECIAL REVENUE FUNDS	7,797,400	5,925,766	76.0%	7,380,800	4,296,279	58.2%
CAPITAL PROJECTS & DEBT SERVICE FUNDS						
Citywide Debt Service	-	8,602,861	100.0%	-	-	0.0%
Capital Projects	68,500	58,427	85.3%	55,000	53,287	96.9%
Series 2019A Debt Service	262,800	-	0.0%	-	4,137,525	0.0%
Series 2019 B Debt Service	234,200	-	0.0%	-	3,672,847	0.0%
TOTAL CAP. PROJ. & DEBT SERVICE FUNDS	565,500	8,661,288	1532%	55,000	7,863,659	14297.6%
SUCCESSOR AGENCY						
Successor Agency to the LPCDC	737,600	117,544	15.9%	699,700	136,628	19.5%
PROPRIETARY FUNDS						
Sewer Construction/Maintenance Fund	1,325,000	851,743	64.3%	1,504,400	908,438	60.4%
Equipment Replacement Fund	142,300	152,288	107.0%	164,500	133,434	81.1%
Vehicle Maintenance & Replacement Fund	157,500	439,926	279.3%	139,900	105,699	75.6%
TOTAL REVENUES	25,992,700	25,799,627	99.3%	24,760,300	23,092,511	93.3%

CITY OF LA PUENTE
Monthly Budget Report - March 2021
Statement of Operating Expenditures
75% of the Fiscal Year Complete

	FY 2020-2021 BUDGET	FY 2020-2021 YTD ACTUAL	%	FY 2019-2020 BUDGET	FY 2019-2020 YTD ACTUAL	%
GENERAL FUND						
General Government	1,353,100	864,833	63.9%	1,139,200	724,586	63.6%
Administrative Services	1,791,100	1,292,324	72.2%	1,683,000	1,067,727	63.4%
General Services	238,100	205,716	86.4%	214,400	158,779	74.1%
Public Safety	8,516,800	4,067,878	47.8%	8,042,000	4,082,840	50.8%
Development Services	1,570,600	1,110,911	70.7%	1,289,500	1,180,707	91.6%
Community Services	1,792,500	1,102,103	61.5%	1,689,200	1,060,998	62.8%
TOTAL GENERAL FUND	15,262,200	- 8,643,765	56.6%	14,057,300	8,275,638	58.9%
SPECIAL REVENUE FUNDS						
Gas Tax	958,800	670,492	69.9%	913,000	514,635	56.4%
Prop A	965,300	463,141	48.0%	973,000	563,124	57.9%
Prop C	71,400	59,924	83.9%	45,600	48,021	105.3%
Measure R	483,300	119,418	24.7%	256,200	117,711	45.9%
Measure M	472,700	141,673	30.0%	216,200	140,349	64.9%
AQMD	30,900	117,446	380.1%	105,900	203,955	192.6%
Lighting & Landscape Maintenance District	892,400	752,615	84.3%	971,300	789,134	81.2%
CDBG	485,300	250,764	51.7%	419,700	265,866	63.3%
CDBG CARES Fund	-	174,124	0.0%	-	-	0.0%
State CARES Act Fund	-	197,563	0.0%	-	-	0.0%
PEG Access	87,600	25,549	29.2%	86,400	23,887	27.6%
Other Special Revenue	392,900	40,464	10.3%	264,400	50,309	19.0%
TOTAL SPECIAL REVENUE FUNDS	4,840,600	3,013,172	62.2%	4,251,700	2,716,990	63.9%
CAPITAL PROJECTS & DEBT SERVICE FUNDS						
Citywide Debt Service Fund	-	8,588,510	0.0%	-	-	0.0%
Capital Projects - Debt Service	53,500	53,287	99.6%	55,000	53,287	96.9%
Series 2019A Debt Service	262,800	61,419	23.4%	-	76,179	0.0%
Series 2019 B Debt Service	234,200	54,575	23.3%	-	67,670	0.0%
TOTAL CAP. PROJ. & DEBT SERVICE FUNDS	550,500	8,757,791	1590.9%	55,000	197,136	358.4%
SUCCESSOR AGENCY						
Successor Agency to the LPCDC	1,021,900	83,001	8.1%	1,027,900	83,627	8.1%
PROPRIETARY FUNDS						
Sewer Construction/Maintenance Fund	1,264,700	133,461	10.6%	1,204,000	138,514	11.5%
Equipment Replacement Fund	140,800	112,920	80.2%	173,100	104,152	60.2%
Vehicle Maintenance & Replacement Fund	226,800	440,767	194.3%	378,400	106,898	28.2%
TOTAL OPERATING EXPENDITURES	23,307,500	21,184,877	90.9%	21,147,400	11,622,955	55.0%



City of La Puente AGENDA REPORT

To: Mayor and City Council

For meeting of: April 27, 2021

From: Bob Lindsey, City Manager

By: Troy Grunklee, CPA, Director of Administrative Services

SUBJECT: INTRODUCTION OF AN ORDINANCE ADDING CHAPTER 2.36 OF TITLE 2 OF THE LA PUENTE MUNICIPAL CODE GOVERNING THE USE OF THE OFFICIAL CITY SEAL AND CITY LOGO AND CONSIDERATION OF A RESOLUTION TO ADOPT A USE OF CITY SEAL AND LOGO POLICY

BACKGROUND

City Council has directed staff to draft an ordinance for adoption governing the use of the official City seal and City logo (collectively, "City symbols"), including a prohibition of unauthorized use and a method for review and approval that outside entities who wish to use City symbols for City co-hosted or sponsored events must complete, prior to the use of the City Symbols.

DISCUSSION

Staff recommends that the official City seal and City logo be protected by ordinance and authorized for use in the course of official City business only, with any exceptions requiring approval by the City Manager or designee. Such approval will consider the ultimate benefit of such use to the City, the effects of association by the City with the event or occurrence, the City's traditional sponsorship activities, and other criteria, which shall be fairly and neutrally applied to all requesters. The City Manager's or designee's decision regarding use of the official City seal, City logo, or City flag may be appealed to the City Council by submitting a written protest to the City Clerk's office within fourteen (14) days of the City Manager's or designee's decision.

The attached draft ordinance declares the unauthorized use of such City symbols to be a public nuisance, which may be abated or enjoined, if necessary, pursuant to the La Puente Municipal Code. The proposed approval form which is included in the Use of City Seal and Logo Policy (Exhibit B), if approved, will be available on the City's website. It is recommended that Council authorize the City Manager or designee to review and approve administrative changes to the form over time and prior to the use by another entity of City symbols.

The proposed ordinance also addresses instances where the Mayor or an individual City Council member may wish to incorporate a City symbol into a pin, insignia, or other article for use in ceremonial occasions or for other civil purposes. In such instances, the proposal must be submitted to the City Manager for approval, and the production of any approved items shall be at the sole expense of the design's creator. A member of the City Council may appeal the decision of the City Manager within fourteen (14) days.

FISCAL IMPACT

None.

RECOMMENDATION

It is recommended that the City Council: (1) waive reading of Ordinance No. 21-973 and read by title only; (2) introduce Ordinance No. 21-973 an Ordinance of the City of La Puente Adding Chapter 2.36 (Official Seal) of Title 2 (Administration) of the La Puente Municipal Code to Establish Regulations for the Use of the Official City Seal, City Logo, and (3) adopt Resolution No. 21-5622 adopting the Use of City Seal and Logo Policy.

ATTACHMENTS

Attachment A: Ordinance No. 21-973
Attachment B: Resolution No. 21-5622

ORDINANCE NO. 21-973

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA PUENTE, CALIFORNIA, ADOPTING A NEW CHAPTER 2.36 OF THE LA PUENTE MUNICIPAL CODE ESTABLISHING REGULATIONS FOR THE USE OF THE OFFICIAL CITY SEAL AND CITY LOGO

WHEREAS, the City of La Puente was incorporated on August 1, 1956, and regulations identifying the proper use and permissions for the official City seal and City logo have not been established and codified; and

WHEREAS, the City Council seeks to ensure that the official City seal and City logo are used for appropriate circumstances only, and that unauthorized, deceptive, or fraudulent use, which may be harmful to the public, safety, and welfare, be made unlawful.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LA PUENTE DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. Findings.

The City Council finds that the above Recitals are true and correct and are incorporated herein by reference.

Section 2. La Puente Municipal Code Amendment.

A new Chapter 2.36 of Title 2 of the La Puente Municipal Code is hereby amended to read in its entirety as follows:

Chapter 2.36 Official City Seal and City Logo

2.36.010 Purpose

The city seal and the city logo are the property of the City of La Puente. The seal is used for purposes of certifying official records and instruments of the City of La Puente. The logo is a graphic symbol used to identify city programs, initiatives, partnerships and sponsorships.

2.36.020 Official City Seal and City Logo Use Policy

The city council has approved the use of city seal and logo policy. The city manager is authorized to implement and administer said policy for use of the city logo, including without limitation use in multi communication mediums by authorized outside entities. Any person granted consent to use the city logo shall fully comply with such policies and guidelines.

2.36.020 Use of official City seal and City logo.

(a) The City Clerk has charge of the official City seal and City logo and will affix the official City seal to all certificates and documents as may be required by law or by this Code.

(b) All other uses of the official City seal and City logo are restricted to official City business and such other appropriate uses that further the operations of the City as may be authorized in writing by the City Clerk, or as otherwise specifically permitted in this Code.

(c) No person may make or use the official City seal and City logo, or any cut, facsimile, or reproduction thereof of any of them, or to make or use of any seal and logo, or any design which is an imitation, in the design of, or which may be mistaken for the official City seal and City logo or the design of the official City seal and logo without the written authorization of the City Manager or the City Manager's designee.

(d) City officers, City employees, members of the City Council, and members of City boards and commissions may use stationery, printed materials and other articles with the official City seal and City logo, or facsimile of the official City seal and City logo, while acting within the scope of their office or employment.

(e) No person, including any elected officer of the City, may use the official City seal and City logo, or facsimile of the official City seal and City logo, in any correspondence or other printed materials distributed in favor of or against any ballot measure or in favor of or against any candidate for public office.

(f) It shall be unlawful for any person to make or use the official City seal and City logo of the City of La Puente deceptively, fraudulently, or without express written permission from the City of La Puente. Unauthorized use of the official City seal, City logo, or City flag is declared a public nuisance and the City can abate or enjoin such use pursuant to this Code.

(g) From time to time, the Mayor or an individual City Council member may wish to incorporate the official City seal, City logo, or City flag into a pin, insignia, or other article for use in ceremonial occasions or for other civic purposes but not for sale or commercial purposes. Each such proposed design must be submitted to the City Manager for approval, and the production of such items after approval shall be at the sole expense of the creator of the design. The decision of the City Manager may be appealed within fourteen (14) days by a City Council member. Ownership of the design shall be retained by the City.

Section 3. CEQA Findings.

The City Council finds that the Ordinance is exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines, as it is not a “project” and has no potential to result in a direct or reasonably foreseeable indirect physical change to the environment. (Cal. Code Regs., tit.14, § 15378, subd. (a).) Further, this Urgency Ordinance is exempt from CEQA as there is no possibility that it or its implementation would have a significant negative effect on the environment. (Cal. Code Regs., tit.14, § 15061, subd. (b)(3).)

Section 4. Clerical Errors.

The City Council directs the City Clerk to correct any clerical errors found in this Ordinance including, but not limited to, typographical errors, irregular numbering and incorrect section references.

Section 5. Severability.

If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, the remainder of the ordinance, including the application of such part or provision to other persons or circumstances shall not be affected thereby and shall continue in full force and effect. To this end, provisions of this ordinance are severable. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phrase hereof irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases be held unconstitutional, invalid, or unenforceable.

Section 6. Effective Date.

In accordance with California Government Code § 36937, this Ordinance shall take effect and be in force thirty (30) days from passage and adoption.

Section 7. Publication.

The City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same to be published according to law.

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2021, by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

Charlie Klinakis, Mayor

ATTEST:

Sheryl Garcia, City Clerk

RESOLUTION NO. 21-5622

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF LA PUENTE, CALIFORNIA ADOPTING THE USE OF
CITY SEAL AND LOGO POLICY**

WHEREAS, the City of La Puente seal and logo are the property of the City and shall be used for official purposes only, or as authorized by the City Manager or designee; and

WHEREAS, City Staff has drafted a new Use of City Seal and Logo Policy that provides procedures regarding the use of the official seal and logo; and

WHEREAS, the proposed policy accurately reflects requirements and forms that need to be completed in order to use; and

WHEREAS, adoption of the proposed policy will help maintain control of the use of the City seal and logo.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LA PUENTE,
HEREBY FINDS, DETERMINES AND RESOLVES AS FOLLOWS:**

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

SECTION 2. The City Council does hereby approve and adopt Administrative Policy #67, City Seal and Logo Policy, which is attached hereto as Exhibit A.

SECTION 3. The provisions of this Resolution are severable and if any provision, clause, sentence, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstances, such illegality, invalidity, unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, sections, words or parts thereof of the Resolution or their applicability to other persons or circumstances.

SECTION 4. That the City Clerk shall certify to the adoption of this Resolution and that the same shall be in full force and effect.

PASSED, APPROVED AND ADOPTED this 27th day of April 2021, by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

Charlie Klinakis, Mayor

ATTEST:

Sheryl Garcia, City Clerk

**CITY OF LA PUENTE
ADMINISTRATIVE POLICY**

POLICY #: 067	SUBJECT: USE OF CITY SEAL AND LOGO POLICY
ISSUED:	
EFFECTIVE:	
CANCELLATION DATE:	
SUPERSEDES:	

PURPOSE

To establish a policy and procedures regarding the use of the City of La Puente's official seal and logo. The seal and logo are considered symbols of the authority and jurisdiction of the City and, as such, are valuable assets of the City and its citizens. This policy desires to ensure that only appropriate uses are made of the City's seal and logo. (See Exhibit A)

POLICY

The City of La Puente seal and logo are the property of the City, used for the purpose of certifying official records and to identify City programs, initiatives, partnerships and sponsorships.

The City seal and logo shall be used for official purposes only, or as authorized by the City Manager or designee.

No person shall use a symbol that imitates the City seal or logo, or that may be mistaken therefore, that is designed, intended or likely to confuse, deceive or mislead the public, for private or commercial purposes, or for any purpose other than for the official business of the City, without written authorization from the City Manager or designee.

No person shall use the City seal or logo for purposes of supporting or opposing the nomination or election to any City or other public office of himself or herself or any other person, or for purposes of supporting or opposing any ballot measure, nor include such City seal or logo on any writing distributed for purposes of influencing the action of the electorate or any part thereof, in any election.

The City seal or logo may be used on City buildings, elected official pins, City business cards, City letterhead, resolutions, awards and other formal places.

Use of the official City seal or logo may be used in general connection with official City of La Puente brochures, publications, insignias, postings, website, painting, pamphlets and City of La Puente promotional materials. It will also be used on vehicles, equipment and fixtures such as signage.

If used by an outside organization upon the approved, written consent of the City Manager or designee, the seal or logo must remain in its entirety with no alterations. Elements may not be isolated and/or used alone or in combination with any other art. Specific sections may not be highlighted with other colors. Resolution must be clear when enlarged or reduced for reproduction.

All non-City usage, including non-profit usage, requires City authorization.

On occasion, the City will authorize the usage of the City seal or logo for signature events or other promotional measures that benefit the community. Any such approval should be considered for the specific event, time and use so approved. Prior approval of a use shall not constitute approval for any future or recurring use.

PROCEDURES

Any organization wishing to use the official seal or logo shall make an application for such use to the City Manager's office on the application form approved or amended by the City Council, a copy of which is attached for reference.

The City Manager or designee shall review such applications and determine whether the applicants should be approved or denied.

Denials

- a. In the case of a denial, an organization may make a written appeal of the City Manager's decision with fourteen (14) days of the City Manager's decision to the City Council. Appeals shall be made in writing and submitted to the City Clerk's office.
- b. The appeal shall be placed on the next available City Council agenda.
- c. The City Council may affirm the City Manager's decision or direct the City Manager to allow the usage of the seal or logo. The decision of the City Council shall be final.

RESPONSIBILITY FOR ENFORCEMENT

The City Manager or designee has responsibility for the enforcement of this policy.

VIOLATION OF POLICY

A violation of any provision of this policy or a failure to comply with any mandatory requirements of this policy is subject to prosecution in accordance with Chapter 1.08, of the La Puente Municipal Code and may be enforced through criminal, civil, administrative, injunctive or other relief available by law.

OFFICIAL SEAL

The official City seal of La Puente is depicted below.



OFFICIAL LOGO

The official City logo of La Puente is depicted below.





CITY OF LA PUENTE

Application for Use of City Seal or Logo

The City of La Puente's logo and seal are the sole property of the City, and thus shall only be used upon the expressed written consent of the City Manager or designee under the authority granted by the City Council in accordance with the Administrative Policy. Prior approval of use shall not constitute approval for any future or recurring use. Any applicant may make a written appeal of the City Manager's decision to City Council within fourteen (14) days of the City Manager's decision by submitting a written protest to the City Clerk's office.

Name of Organization Requesting Use (Please Print):		
Organization Contact:		
Address:		
City:	State:	Zip:
Phone:		

1. Is the organization requesting use of the City logo or seal a recognized non-profit organization?

- ☐ Yes, it is a non-profit entity.
(Please attach evidence of non-profit status)
- ☐ No, it is a for-profit entity.

2. Please explain what event or advertising material the City logo or seal will be used for:

3. When will your organization use the City logo or seal?

Starting Date: _____

Ending Date: _____

4. Where will your organization use the City logo or seal?

5. Will any promotional materials or item using the City logo or seal be sold?

☐ Yes

☐ No

Signature of Organization Representative: _____

Printed Name of Representative: _____

Title: _____ Date: _____

A completed application including examples of documentation or promotional items for use of the City logo or seal should be submitted to:

City Manager's Office
City of La Puente
15900 Main St.
La Puente, CA 91744

For Internal Use ONLY

Date Received: _____ by: _____

☐ Approved by: _____

☐ Denied by:

Reason for denial:



City of La Puente AGENDA REPORT

To: Mayor and City Council

For meeting of: April 27, 2021

From: Bob Lindsey, City Manager

SUBJECT: DISCUSSION AND DIRECTION REGARDING FIREWORKS SUPPRESSION

BACKGROUND/DISCUSSION

In anticipation of the upcoming 2021 Fourth of July Holiday, Staff is providing an update regarding last year's enforcement issues related to fireworks and Staff is requesting direction from the City Council so that changes may be implemented and enforced in a timely manner.

Municipal Code section 3.68.045 currently prohibits the possession and discharge of "any fireworks, including safe and sane fireworks, in any public park or other public property under the jurisdiction of the City of La Puente". (LPMC, § 3.68.045.)

Municipal Code section 9.04.070 currently prohibits the discharge of fireworks on any day other than the Fourth of July or any other date designated by resolution. (LPMC, § 9.04.070.)

To provide the City Council with an overview of enforcement of the City's existing prohibition on possession and discharge of fireworks, Staff contacted the Sheriff's Department and obtained the following information regarding their enforcement efforts for July 2020 in City limits:

- Number of fireworks related citations issued: 20 Citations
- Amount of fireworks seized in pounds: 1,500 Pounds
- Law enforcement hours used for suppression: 362 Hours
- Cost of law enforcement fireworks suppression: \$28,562 Dollars

Staff involved in fireworks suppression evaluated the need for a more robust ordinance restricting use of fireworks by unauthorized individuals. Currently, Staff must first observe an individual lighting a firework prior to issuing a citation because violations cannot be prosecuted without this evidence. Moreover, the existing language only addresses possession and use of fireworks at public parks or other public property – it does not address possession and use of fireworks on private property. Even in jurisdictions where fireworks are prohibited on private property, however, multiple individuals gathering at a single property may evade responsibility for violating fireworks restrictions by not claiming knowledge of or responsibility for violations.

Staff reviewed fireworks suppression efforts and regulations of neighboring jurisdictions and noted that the use of Administrative Citations were successful in supplementing law enforcement firework suppression efforts. A sample ordinance with enforcement and penalty improvements is attached for the City Council's consideration and deliberation. The sample ordinance (1) deems violations to be misdemeanors or infractions and allows the City to recover costs related to enforcement; (2) allows Staff to issue administrative citations in the amount of \$1,000 for a first violation (with escalating fines for subsequent violations); (3) allows the City to pursue

other remedies as necessary (e.g., injunctive relief or other means of prosecution); and (4) allows the City to assess unpaid costs against the property where the violation occurred.

Staff will provide a presentation and additional information at the City Council meeting.

FISCAL IMPACT

The issuance of administrative citations to individuals violating fireworks restrictions will defray the cost of Code Enforcement efforts.

RECOMMENDATION

It is recommended that the City Council: (1) provide direction to Staff regarding fireworks suppression and enforcement; (2) waive reading of Ordinance No. 21-974 and read by title only; and (3) introduce Ordinance No. 21-974 an Ordinance of the City of La Puente Amending Section 3.68.045 and Adding Section 3.68.046 to Chapter 3.68 of Title 3 of the City's Municipal Code Relating to Unlawful Possession and Discharge of Fireworks

ATTACHMENTS

Attachment A: Ordinance No. 21-974

ORDINANCE NO. 21-974

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA PUENTE, CALIFORNIA, AMENDING SECTION 3.68.045 OF TITLE 3 OF THE CITY'S MUNICIPAL CODE AND ADDING SECTION 9.04.071 TO CHAPTER 9.04 OF TITLE 9 OF THE CITY'S MUNICIPAL CODE RELATING TO UNLAWFUL POSSESSION AND DISCHARGE OF FIREWORKS

WHEREAS, Article XI, Section 7 of the California Constitution grants the City of La Puente ("City") authority to enact and enforce ordinances for the public welfare; and

WHEREAS, Government Code section 53069.4 authorizes the City to make any violation of any ordinance enacted by the local agency subject to an administrative fine or penalty; and

WHEREAS, Health and Safety Code section 12557 authorizes the City to impose administrative penalties for the use of dangerous fireworks; and

WHEREAS, the City recognizes that all fireworks, including those designated as "safe and sane", have the potential to undermine the public's health, safety, and general welfare; and

WHEREAS, each year, the City is forced to devote considerable resources towards the prevention of illegal fireworks use; and

WHEREAS, illegal fireworks and legal fireworks create litter effect air quality, cause health impacts, and unduly hinder the quiet use and enjoyment of real property within the City; and

WHEREAS, the City currently prohibits the possession and discharge of fireworks at public parks or other public property under the jurisdiction of the City; and

WHEREAS, the City currently prohibits the discharge of fireworks on any day other than the Fourth of July of each year and on any other date designated by resolution; and

WHEREAS, the City Council further desires to penalize violations of the prohibition against possession and discharge of fireworks through administrative citations.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LA PUENTE HEREBY FINDS, DETERMINES AND RESOLVES AS FOLLOWS:

Section 1. Findings.

The City Council finds that the above Recitals are true and correct and are incorporated herein by reference.

Section 2. La Puente Municipal Code Chapter 3.68 Amendment.

Section 3.68.045 of Chapter 3.68 of Title 3 of the La Puente Municipal Code is hereby amended to read as follows:

3.68.045 Possession and discharge of fireworks in or on public property – Prohibited

It is unlawful for any person, firm or corporation to take, carry or otherwise transport or discharge any fireworks, including safe and sane fireworks, in any public park or other public property under the jurisdiction of the City of La Puente, or of the county of Los Angeles, or to have in their possession any fireworks, including safe and sane fireworks, in any such park or public facility.

Section 3. La Puente Municipal Code Chapter 9.04 Amendment.

A new section 9.04.071 of Chapter 9.04 of Title 9 of the La Puente Municipal Code is hereby added to read as follows:

9.04.071 Violations of Fireworks Prohibition

(a) Violation deemed misdemeanor or infraction.

Any person who violates any provision of the prohibition against unlawful discharge of fireworks is guilty of an infraction or a misdemeanor at the discretion of the city attorney. The person shall also be responsible for all costs associated with the safe disposal of all confiscated fireworks as well as all expenses, costs, fees and fines associated with the investigation of the charges, as well as all expenses and costs associated with any emergency response, by fire, law enforcement, building and safety and code enforcement departments as a result of a violation. A property owner or tenant of record shall be deemed to be the responsible party for any violations occurring at or on his or her property.

(b) Administrative citation and fine.

(1) A peace officer or code enforcement officer may issue an administrative citation and fine for the violation of any of the provisions of this chapter as provided in Chapter 1.12 of the La Puente Municipal Code, without prior issuance of a notice of violation. The person shall also be responsible for all costs associated with the safe disposal of all confiscated fireworks as well as all expenses, costs, fees and fines associated with the investigation of the charges, as well as all expenses and costs associated with any emergency response, by fire, police, animal control, building and safety, and code enforcement departments as a result of a violation.

(2) The administrative citation fines shall be as follows:

- a. A fine in the amount of one thousand dollars (\$1,000) for a first violation.
- b. A fine in the amount five thousand dollars (\$5,000) for a second violation occurring on a different date within six (6) months of the first violation.

- c. A fine in the amount of ten thousand dollars (\$10,000) for a third violation and any subsequent violations occurring on a different date within six (6) months of the second violation.
- (3) All administrative citation procedures, including appeal procedures, as set forth in Chapter 1.12 of this code shall be applicable to administrative citations issued for violations of this chapter.
- (c) Remedies cumulative. The remedies provided in this chapter are not to be construed as exclusive remedies and, in the event of violation, the city may pursue any proceedings or remedies otherwise provided by law.
- (d) Assessment against property and property owner for unpaid costs. If the administrative costs and the cost of removal which are charged against the owner of a parcel of land pursuant to this Section, are not paid within thirty (30) days of the date of the order, or the final disposition of an appeal therefrom, such costs may be assessed against the parcel of land pursuant to Section 38773.5 of the Government Code and may be transmitted to the tax collector for collection. Said assessment shall have the same priority as other city taxes.
- (e) Cost assessment. City officials investigating the firework abatement matter shall keep an account of the cost of abatement on each separate lot or parcel of land where the work is done. After confirmation of an account report, a copy of the same shall be filed with the county auditor. The descriptions of the parcels reported shall be those used for the same parcels on the county assessor's map book for the current year. The county auditor shall enter each assessment on the county tax roll opposite the parcel of land. The amount of the assessment shall be collected at the time and in the manner of ordinary municipal taxes. If delinquent, the amount is subject to the same penalties and procedures of foreclosure and sale provided for ordinary municipal taxes. As an alternative method, the county tax collector, in his discretion, may collect the assessments without reference to the general taxes by issuing separate bills and receipts for the assessments. Laws relating to the levy, collection and enforcement of county taxes shall apply to such special assessments.

Section 4. CEQA Findings.

The City Council finds that the Ordinance is exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines, as it is not a “project” and has no potential to result in a direct or reasonably foreseeable indirect physical change to the environment. (Cal. Code Regs., tit.14, § 15378, subd. (a).) Further, this Urgency Ordinance is exempt from CEQA as there is no possibility that it or its implementation would have a significant negative effect on the environment. (Cal. Code Regs., tit.14, § 15061, subd. (b)(3).)

Section 5. Clerical Errors.

The City Council directs the City Clerk to correct any clerical errors found in this Ordinance including, but not limited to, typographical errors, irregular numbering and incorrect section references.

Section 6. Severability.

Should any section, subsection, clause, or provision of this Ordinance for any reason be held to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of this Ordinance; it being hereby expressly declared that this Ordinance, and each section, subsection, sentence, clause, and phrase hereof would have been prepared, proposed, approved, and ratified irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared invalid, unenforceable, or unconstitutional.

Section 7. Effective Date.

In accordance with California Government Code section 36937, this Ordinance shall take effect and be in force thirty (30) days from passage and adoption.

Section 8. Publication.

The City Clerk shall certify to the passage and adoption of this Ordinance and shall cause this ordinance to be published and posted as required by law.

PASSED, APPROVED AND ADOPTED this ____ day of ____, 2021, by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

Charlie Klinakis, Mayor

ATTEST:

Sheryl Garcia, City Clerk



City of La Puente AGENDA REPORT

To: Mayor and City Council

For meeting of: April 27, 2021

From: Bob Lindsey, City Manager

By: Marc Tran, Assistant City Attorney

SUBJECT: CONSIDERATION OF A RESOLUTION TO DEDICATE VARIOUS PORTIONS OF
THE CITY'S SPORTS COMPLEX

BACKGROUND

In anticipation of opening of the City Park and Sports Complex next month, City staff has prepared this staff report and accompanying resolution to dedicate various portions of the City's Sports Complex.

DISCUSSION

The dedication of the various portions of the City's Sports Complex will help recognize various individuals' contributions to the City and further allow the City to reference distinct fields with ease.

The follow portions of the City's Sports Complex are addressed in Resolution No. 21-5623:

- Charles H. Storing Little League Field
- Dan Ayala Little League Field
- Fortunato Jimenez Softball Field
- Softball Field #2
- Football Field
- Daniel C. Holloway Basketball Courts
- Ian C. Calderon Skate Park
- Multi-Purpose / T-Ball Fields
- Soccer Courts

FISCAL IMPACT

None.

RECOMMENDATION

It is recommended that the City Council Resolution No. 21-5623 dedicating various portions of the City's sports complex in La Puente Park.

ATTACHMENTS

Attachment A: Resolution No. 21-5623

RESOLUTION NO. 21-5623

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA PUENTE, CALIFORNIA DEDICATING VARIOUS PORTIONS OF THE CITY'S SPORTS COMPLEX IN THE CITY'S PARK LOCATED AT 501 N. GLENDORA AVENUE, LA PUENTE, CA

WHEREAS, the City of La Puente ("City") is responsible for providing public parks, recreation, and open space facilities in the City; and

WHEREAS, the City operates and maintains its City Park located at 501 N. Glendora Avenue, La Puente, CA ("City Park"); and

WHEREAS, the City Park includes, among other things, a sports complex that includes multiple fields that can be used for various recreational purposes ("Sports Complex"); and

WHEREAS, the City Council desires to dedicate various portions of the City's Sports Complex in recognition of various individuals' contributions to the City.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LA PUENTE DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. The City Council finds that the above Recitals are true and correct and are incorporated herein by reference.

SECTION 2. The City's Park Improvements Master Plan is incorporated herein by this reference. A diagram depicting various park uses is attached as Exhibit A and incorporated by this reference.

SECTION 3. Dedication of the Charles H. Storing Little League Field. The City Council hereby dedicates a certain portion of the City's Sports Complex as the Charles H. Storing Little League Field. The location and boundaries of the Charles H. Storing Little League Field are depicted in greater detail in Exhibit A. The Charles H. Storing Little League Field is labeled with "D" and abuts the City Park parking lot. Use of the Charles H. Storing Little League Field shall be subject to all federal, state, and local regulations, including, but not limited to, the City's Municipal Code.

SECTION 4. Dedication of the Dan Ayala Little League Field. The City Council hereby dedicates a certain portion of the City's Sports Complex as the Dan Ayala Little League Field. The location and boundaries of the Dan Ayala Little League Field are depicted in greater detail in Exhibit A. The Dan Ayala Little League Field is labeled with "D" and abuts the 28' wide vehicle access road. Use of the Dan Ayala Little League Field shall be subject to all federal, state, and local regulations, including, but not limited to, the City's Municipal Code.

SECTION 5. Dedication of the Fortunato Jimenez Softball Field. The City Council hereby dedicates a certain portion of the City's Sports Complex as the Fortunato Jimenez Softball Field. The location and boundaries of the Fortunato Jimenez Softball Field are depicted in greater detail in Exhibit A. The Fortunato Jimenez Softball Field is labeled with "5" and abuts the City Park parking lot. Use of the Fortunato Jimenez Softball Field shall be subject to all federal, state, and local regulations, including, but not limited to, the City's Municipal Code.

SECTION 6. Dedication of Softball Field #2. The City Council hereby dedicates a certain portion of the City's Sports Complex as Softball Field #2. The location and boundaries of Softball Field #2 are depicted in greater detail in Exhibit A. Softball Field #2 is labeled with "5" and abuts the softball batting cages. Use of Softball Field #2 shall be subject to all federal, state, and local regulations, including, but not limited to, the City's Municipal Code.

SECTION 7. Dedication of the Football Field. The City Council hereby dedicates a certain portion of the City's Sports Complex as the Football Field. The location and boundaries of the Football Field are depicted in greater detail in Exhibit A. The Football Field is labeled "4." Use of the Football Field shall be subject to all federal, state, and local regulations, including, but not limited to, the City's Municipal Code.

SECTION 8. Dedication of the Daniel C. Holloway Basketball Courts. The City Council hereby dedicates a certain portion of the City's Sports Complex as the Daniel C. Holloway Basketball Courts. The location and boundaries of the Daniel C. Holloway Basketball Courts are depicted in greater detail in Exhibit A. The Daniel C. Holloway Basketball Courts are labeled "G." Use of the Daniel C. Holloway Basketball Courts shall be subject to all federal, state, and local regulations, including, but not limited to, the City's Municipal Code.

SECTION 9. Dedication of the Ian C. Calderon Skate Park. The City Council hereby dedicates a certain portion of the City's Sports Complex as Ian C. Calderon Skate Park. The location and boundaries of the Ian C. Calderon Skate Park are depicted in greater detail in Exhibit A. The Ian C. Calderon Skate Park is labeled as "F." Use of the Ian C. Calderon Skate Park shall be subject to all federal, state, and local regulations, including, but not limited to, the City's Municipal Code.

SECTION 10. Dedication of the Multi-Purpose / T-Ball Fields. The City Council hereby dedicates a certain portion of the City's Sports Complex as the Multi-Purpose / T-Ball Fields. The location and boundaries of the Multi-Purpose / T-Ball Fields are depicted in greater detail in Exhibit A. The Multi-Purpose / T-Ball Fields are labeled as "12." Use of the Multi-Purpose / T-Ball Fields shall be subject to all federal, state, and local regulations, including, but not limited to, the City's Municipal Code.

SECTION 11. Dedication of the Soccer Courts. The City Council hereby dedicates a certain portion of the City's Sports Complex as the Soccer Courts. The location and boundaries of the Soccer Courts are depicted in greater detail in Exhibit A. The Soccer Fields are labeled as "13." Use of the Soccer Courts shall be subject to all federal, state, and local regulations, including, but not limited to, the City's Municipal Code.

SECTION 12. The provisions of this Resolution are severable and if any provision, clause, sentence, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstances, such illegality, invalidity, unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, sections, words or parts thereof of the Resolution or their applicability to other persons or circumstances.

SECTION 13. That the City Clerk shall certify to the adoption of this Resolution and that the same shall be in full force and effect.

PASSED, APPROVED AND ADOPTED this 23rd day of April, 2021, by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

Charlie Klinakis, Mayor

ATTEST:

Sheryl Garcia, City Clerk



EXISTING PARK FACILITIES

- A PARK ENTRANCE
- B PARK PARKING LOT
- C PARKING LOT CONNECTION
- D BASEBALL FIELD
- E PARK MAIN PLAZA
- F IAN G. CALDERON SKATEPARK
- G BASKETBALL COURTS
- H PLAYGROUND
- I RESTROOM FACILITY
- J RESTRICTED PARK ENTRANCE
- K PICNIC SHELTERS

PROPOSED PARK FACILITIES AND IMPROVEMENTS

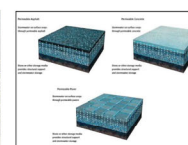
- 1 IMPROVED EXISTING RESTROOM
- 2 IMPROVED EXISTING CONCESSION BUILDING
- 3 CHEERLEADING PRACTICE AREA
- 4 FOOTBALL FIELD
- 5 SOFTBALL FIELDS
- 6 BATTING CAGES
- 7 SCULPTURE PLAZA
- 8 6' WIDE DECOMPOSED GRANITE WALKING PATH
- 9 28' WIDE VEHICLE ACCESS ROAD
- 10 SOFTBALL BATTING CAGES
- 11 ENHANCED MAINTENANCE YARD
- 12 T-BALL FIELD
- 13 ENCLOSED U-10 SOCCER FIELDS
- 14 FITNESS LAWN
- 15 EVENT LAWN
- 16 AMPHITHEATER AND STAGE
- 17 PERSONAL FITNESS APPARATUS AREA
- 18 NATURE THEMED ADAPTIVE PLAYGROUND
- 19 FITNESS BUILDING
- 20 FOOD TRUCK PROMENADE
- 21 PICNIC PAVILIONS
- 22 LARGE PAVILIONS
- 23 IMPROVED PARKING LOT
- 24 MAINTENANCE YARD PARKING
- 25 FLAG POLE
- 26 FUTURE SKATE BOWL
- 27 MAXWELL IV DRYWELL UNITS FOR STORMWATER LID
- 28 ACCESS ROAD ENTRANCE
- 29 DRINKING FOUNTAIN



PICNIC PAVILIONS WITH ROOF SOLAR PANELS



AMPHITHEATER



PERMEABLE PAVING IN MAINTENANCE YARD PARKING LOT



MAXWELL IV DRYWELL SYSTEM



- STABILIZED DECOMPOSED GRANITE WALKING PATH.
- EDUCATIONAL INTERPRETIVE AND ENVIRONMENTAL AWARENESS SIGNS WILL BE PLACED INTERMITTENTLY ALONG THE PATH.
- WALKING PATH WILL BE LIGHTED WITH ENERGY SAVING LED POLE LIGHT ASSEMBLY.



- DROUGHT ADAPTIVE NATIVE TREES AND SHRUB FOR THE PURPOSE OF WATER CONSERVATION INITIATIVE AND CARBON SEQUESTRATION THROUGH TREES.
- A WATER SAVING DRIP TECHNOLOGY IRRIGATION SYSTEM WILL BE INSTALLED SUPPLEMENTED WITH A STATE OF THE ART WEATHER SENSING SMART CONTROLLER.



STORMWATER CAPTURING INTERPRETIVE SIGN



PERSONAL FITNESS APPARATUS



NATURE THEMED ADAPTIVE PLAYGROUND