

MINUTES
LA PUENTE CITY COUNCIL AND SUCCESSOR AGENCY
REGULAR MEETING OF
APRIL 27, 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 Special Closed Session and 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 27, 2021, at 6:00 p.m.

6:00 P.M. SPECIAL CLOSED SESSION AGENDA

CALL TO ORDER

Mayor Klinakis called the meeting to order at 6:00 p.m.

ROLL CALL

Members present: Klinakis, Munoz, Argudo, Quinones.

Members absent: Lewis.

Staff members present: City Manager Bob Lindsey, Attorney Elana Rivkin-Hass, Attorney Martin Koczanowicz, City Clerk Garcia (via teleconference), Director of Administrative Services Troy Grunklee, Director of Development Services John Di Mario, Principal Accountant Alexander Merkel-Medina and Management Assistant Cece Dunlap.

ORAL COMMUNICATIONS – None.

PLEDGE OF ALLEGIANCE

Mayor Klinakis led the Pledge of Allegiance.

RECESS INTO CLOSED SESSION

The City Council recessed into closed session at 6:01 p.m. to discuss items as posted on the agenda.

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
 (Government Code Section 54956.9(d)(2))
 Significant exposure to litigation, two potential cases
2. CONFERENCE WITH LABOR NEGOTIATORS (Government Code section 54957.6)
 Agency Designated Representatives: Bob Lindsey, City Manager and Victor Ponto, City Attorney
 Employee Organization: SEIU

RECONVENE TO OPEN SESSION

The City Council reconvened to open session at 7:03 p.m.

REPORT OUT OF CLOSED SESSION

City Attorney Koczanowicz reported that the City Council made a unanimous vote authorizing rejection of the claim of Hardy & Harper, Inc., and there was nothing further to report.

7:00 P.M. REGULAR SESSION

CALL TO ORDER

Mayor Klinakis called the meeting to order at 7:03 p.m.

ROLL CALL

Members present: Klinakis, Munoz (via teleconference), Argudo, Quinones.

Members absent: 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, Principal Accountant Alex Merkel-Medina and Management Assistant Cece Dunlap.

PLEDGE OF ALLEGIANCE

Mayor Klinakis led the Pledge of Allegiance.

PRESENTATIONS

Sergeant Bryan Smith of the Los Angeles County Sheriff's Department provided an update regarding crime statistics in La Puente.

Carlos Ayala Gamez, Sierra Vista Middle School student, spoke regarding the school's Speaker Series, his participation at the April 23, 2021, Annual Youth Advocacy Leadership Conference hosted by the Los Angeles County Office of Education, and Sierra Vista Middle School's achievement of receiving the Civic Learning Award.

ORAL COMMUNICATIONS

Roxanne Jasso requested assistance regarding the Methodist Church food bank.

Jessica Abney spoke regarding her positive experience with the Los Angeles County Sheriff's Youth Activities League and requested assistance regarding a rehabilitation group at the Methodist Church.

Rita Greenspon expressed her concern regarding the use of funding from the American Rescue Plan.

Anthony Orozco expressed his concern regarding youth soccer and playing space.

Joe Bautista expressed his concern regarding newly paved streets, resources for people with addictions, and announced that Sabor De Mexico is having a grand reopening.

Manuel Maldonado expressed his concern regarding the audio at City Council meetings, the use of American Rescue Funds, translation services at City Council meetings, the Community Foundation, and rent relief resources.

Connie Rivera spoke regarding the La Puente Park and expressed her concern regarding the safety of the park.

Emylou Vergel de Dios spoke regarding the use of funding from the American Rescue Plan.

Psi Jimenez spoke regarding the use of funding from the American Rescue Plan.

Yusuf Arifrn spoke regarding the use of funding from the American Rescue Plan.

Robbie expressed their concern regarding policing.

Peter Dieu expressed his concern regarding the use of funding from the American Rescue Plan.

Anita Morales submitted a written comment regarding the use of funding from the American Rescue Plan.

Cristian A. submitted a written comment regarding the use of funding from the American Rescue Plan.

Cindi Duran submitted a written comment regarding funding for policing.

Mayor Klinakis read an email from a constituent into the record regarding safety in the City.

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 APRIL 13, 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 April 13, 2021. The motion carried by the following roll call vote:

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

B. PUBLIC HEARINGS BEFORE THE CITY COUNCIL – None

C. UNFINISHED BUSINESS OF THE CITY COUNCIL

C-1 UPDATE AND DISCUSSION REGARDING INTERPRETATIVE SERVICES AT CITY COUNCIL MEETINGS (COUNCILMEMBER ARGUDO)

Council Member Argudo inquired regarding interpretative services and the hours of engagement. City Manager Lindsey noted that interpretative services would be provided for the entirety of meetings.

Assistant City Attorney Tran provided an update regarding the additional information requested at the April 27, 2021, City Council meeting.

Council Member Munoz suggested that the City Council consider additional language barriers that may need to be addressed in the future.

Discussion ensued regarding the languages of interpretative services to be provided and in-person and virtual interpretive services for meetings.

A motion was made by Mayor Pro Tem Munoz, seconded by Mayor Klinakis, to: (1) authorize the City Manager to further negotiate and execute an agreement for Spanish interpretive services; and (2) establish a policy for interpretive services for non-English speakers and adopt Resolution No. 21-5620. The motion carried by the following roll call vote:

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

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

Per the City Council's direction at the April 13, 2021, City Council meeting, Assistant City Attorney Tran provided an update regarding the La Puente Community Foundation and a revised job description for the position of the Community Engagement Supervisor.

Discussion ensued regarding the purpose of the La Puente Community Foundation, the position of the Community Engagement Supervisor, and the working relationship between the Foundation and the Community Services Department.

Council Member Argudo requested that the job description and position title of the Community Engagement Supervisor be further revised and brought back.

A motion was made by Mayor Klinakis, seconded by Council Member Argudo, to bring the item back at the next regularly scheduled City Council meeting. The motion carried by the following roll call vote:

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

D. CITY COUNCIL AND SUCCESSOR AGENCY CONSENT CALENDAR

A motion was made by Mayor Pro Tem Munoz, seconded by Mayor Klinakis, to approve Consent Calendar Items D-1 through D-4. The motion carried by the following roll call vote:

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

D-1 CONSIDERATION OF A RESOLUTION APPROVING WARRANT REGISTER NO. 1507

Action taken: The City Council and Successor Agency adopted Resolution No. 21-5621 approving Warrant Register No. 1507.

D-2 PRESENTATION OF MARCH 2021 INVESTMENT REPORT

Action taken: The City Council received and filed this report.

D-3 PRESENTATION OF MARCH 2021 REQUISITION SUMMARY REPORT

Action taken: The City Council received and filed this report.

- D-4 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

Action taken: The City Council: (1) approved 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) approved 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.

E. NEW BUSINESS TO BE CONSIDERED BY THE CITY COUNCIL

E-1 PRESENTATION OF MARCH 2021 BUDGET REPORT

Principal Accountant Merkel-Medina provided an update regarding expenditures and revenues.

Action taken: The City Council receive and file this report.

E-2 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

Director of Administrative Services Grunklee provided a staff report regarding the use of the official City seal and City logo.

In response to an inquiry by Council Member Argudo regarding copyright of the City logo, City Attorney Ponto noted that the logo can be trademarked through the federal government.

Council Member Argudo expressed his concern regarding the penalty structure.

Mayor Klinakis suggested a flat \$1,000 fine for first-time offenders, and a \$2,500 or \$5,000 fine for repeat offenders.

City Attorney Ponto stated that there would need to be a special penalty section that is separate and apart of the general section of the Municipal Code.

A motion was made by Mayor Klinakis, seconded by Council Member Argudo, to bring the item back at the next regularly scheduled City Council meeting and include a penalty section. The motion carried by the following roll call vote:

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

E-3 DISCUSSION AND DIRECTION REGARDING FIREWORKS SUPPRESSION

Assistant City Attorney Tran provided a staff report regarding fireworks suppression.

Council Member Argudo stated that he is not in favor of banning fireworks in the City, as long as fireworks are used responsibly.

Mayor Klinakis spoke regarding resident feedback regarding illegal fireworks in the City during the Fourth of July.

Discussion ensued regarding the Sheriffs' efforts in suppressing the use of illegal fireworks.

Council Member Munoz recommended an allocation of \$25,000 for additional patrolling and outreach efforts during the Fourth of July.

Council Member Argudo inquired regarding the role of code enforcement in regards to firework suppression in the City.

A motion was made by Mayor Pro Tem Munoz, seconded by Mayor Klinakis, to: (1) allocate \$25,000 for additional patrolling and outreach efforts during the Fourth of July; (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. The motion failed by the following roll call vote:

AYES: Klinakis, Munoz
NOES: Argudo
ABSTAIN: Quinones
ABSENT: Lewis

At 10:31 p.m., a motion was made by Mayor Klinakis, seconded by Council Member Argudo, to extend the City Council Meeting past 10:30 p.m. The motion carried by the following roll call vote:

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

E-4 CONSIDERATION OF A RESOLUTION TO DEDICATE VARIOUS PORTIONS OF THE CITY'S SPORTS COMPLEX

Assistant City Attorney Tran provided a staff report regarding dedicating various portions of the City's sports complex at the La Puente Park.

A motion was made by Mayor Pro Tem Munoz, seconded by Council Member Argudo, to adopt Resolution No. 21-5623 dedicating various portions of the City's sports complex in La Puente Park. The motion carried by the following roll call vote:

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

AD HOC COMMITTEE REPORTS

Code Enforcement: Nothing to report.

La Puente Park Master Plan and Youth Program Oversight: Mayor Pro Tem Munoz reported that the ad hoc committee have attended several meetings regarding the soccer complex at the La Puente Park. She further reported that the City has submitted their appropriation request to the federal government for improvements at the east side of the La Puente Park.

Comprehensive Fee Schedule: Mayor Klinakis reported that the ad hoc committee have met to discuss and make minor changes on the fee schedule.

Park Ordinance Oversight: Mayor Klinakis reported that the ad hoc committee have met and will bring forward an item at the next City Council meeting.

Public Health: Nothing to report.

Business Outreach and Reopening: Nothing to report.

Project LEAD: Council Member Quinones reported that Project LEAD is working as a focus group for Measure A and he is still actively working with local high schools to incorporate Project LEAD for high school students.

Community Safety and Welfare: Council Member Argudo reported that the ad hoc committee have been working with Staff to bring items forward at a future City Council meeting.

Mayor Klinakis reported that the Coalition of Mayors is moving forward and has a good flow of information and communication with law enforcement agencies. He further reported that the City Council at its April 13, 2021, meeting approved Resolution No. 21-5619 designating May as Gang Awareness and Prevention Month, and stated that cities of the Coalition have also approved the resolution.

At the request of Council Member Argudo, Mayor Klinakis provided a status update on the Code Enforcement, Public Health, and Business Outreach and Reopening ad hoc committees.

AB 1234 REPORTS – None

ORAL COMMENTS FROM COUNCIL

Mayor Pro Tem Munoz requested that Staff provide a presentation at the next City Council meeting regarding available federal, state, county, and local coronavirus relief programs. She further requested that Staff look into establishing a temporary food security program.

Mayor Klinakis requested that Staff take into consideration the oral communications and suggestions from Council for funding of the American Rescue Plan.

Council Member Argudo announced that there will be a job fair outside of the La Puente Community Center from 12 p.m. to 6 p.m. on Thursday, May 6, 2021, for Los Angeles Unified School District custodial jobs.

Council Member Quinones thanked the public for their oral comments.

Mayor Klinakis announced that the trade unions will be hosting a job fair soon for construction jobs.

ORAL COMMENTS FROM STAFF

City Manager Lindsey thanked Staff for their hard work and announced that the grand opening at the La Puente Park will be Sunday, May 1, 2021, at 10 a.m.

There being no further business before the City Council, Mayor Klinakis adjourned the meeting at 10:59 p.m.

Approved this 11th day of May, 2021.

Sheryl Garcia
City Clerk

Charlie Klinakis
Mayor/Chair



City of La Puente AGENDA REPORT

To: Mayor and City Council

For meeting of: May 11, 2021

From: Bob Lindsey, City Manager

SUBJECT: CONSIDERATION OF APPROVAL OF UPDATES TO THE COMMUNITY ENGAGEMENT SUPERVISOR JOB DESCRIPTION AND DISCUSSION AND DIRECTION REGARDING HIRING A COMMUNITY ENGAGEMENT SUPERVISOR

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.

On April 27, 2021, the City Attorney's Office provided an overview of the structure of the La Puente Community Foundation as well as an update to the Community Engagement Supervisor job description to include verbiage 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. The City Council requested additional changes to the job description and for it to be presented at the next City Council meeting for review and approval before filling this position.

DISCUSSION

1. Revised Community Engagement Supervisor Job Description

City Staff has revised the Community Engagement Supervisor Job Description to include an essential function that this position will limit disruption to programming at park and recreational facilities that offered by the City.

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: (1) approve the revised Community Engagement Supervisor job description; and (2) 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:	May 11, 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.
17. Limit disruption to programming at park and recreational facilities offered by the City.

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 Community Engagement Supervisor

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.



City of La Puente AGENDA REPORT

To: Mayor and City Council

For meeting of: May 11, 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.

At the April 27, 2021 meeting, City Council further directed staff to revise City logo-related materials to create a penalty structure based on the administrative fines that the City currently has that provides a safe harbor period, escalates fines for repeat offenders, and limits administrative fines for a single instance involving an unauthorized use to prevent an unduly punitive policy.

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.

Per City Council direction, the proposed ordinance and policy creates a safe harbor period of forty-eight (48) hours where a person engaged that may be unknowingly engaged in an unauthorized use can cure the violation without incurring financial penalties. Failure to comply with the City's demand shall result in an administrative citation pursuant to Chapter 1.12.060 of the La Puente Municipal Code which states the fee is \$100 for the first offense, \$200 for the second offense, and \$500 for the third offense. Multiple copies or publications involving a single instance of an unauthorized use shall be deemed a single offense. The City's remedies under this section are not exhaustive and the City may seek any relief available by law.

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.

(g) 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. Upon issuance of a notice of violation, any person engaged in an unauthorized use shall cease use and destroy any documents, files, or images containing the unauthorized use within forty-eight (48) hours. Failure to comply with the City's demand shall result in an administrative citation pursuant to Chapter 1.12.060 of the La Puente Municipal Code. Multiple copies or publications involving a single instance of an unauthorized use shall be deemed a single offense. The City's remedies under this section are not exhaustive and the City may seek any relief available by law.

(h) 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 section 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 11th day of May 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

Upon discovery of an unauthorized use, the City may issue a notice of violation. Upon issuance of a notice of violation, any person engaged in an unauthorized use shall cease use and destroy any documents, files, or images containing the unauthorized use within forty-eight (48) hours. Failure to comply with the City's demand shall result in an administrative citation

pursuant to Chapter 1.12.060 of the La Puente Municipal Code. Multiple copies or publications involving a single instance of an unauthorized use shall be deemed a single offense. The City's remedies under this section are not exhaustive and the City may seek any 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:

RESOLUTION NO. 21-5624

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF LA PUENTE ALLOWING CERTAIN CLAIMS AND
DEMANDS IN THE AMOUNT \$325,499.84 (WARRANT
REGISTER 1508)**

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 5361 through 5420 ACH(s) numbered 237 through 238 and Draft numbered 01250 through 01264 except for voided warrant 5404 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 11th day of May, 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 4/17/2021 - 4/30/2021

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
237	4/23/2021 64600	TANKO 02/21 MTCE SVC	TANKO LIGHTING	285-3330-53111	1,620.00 1,620.00
238	4/30/2021 66599	TANKO 04/14 REPLACE OVERHEAD WIRE-ROUNDAABOUT DR	TANKO LIGHTING	285-3330-53111	2,956.00 2,956.00
5361	4/23/2021 000016328992	ATT 03/13-04/12 PHONE-LP PARK SNACK BAR	AT&T	285-3330-53715	22.86 22.86
5362	4/23/2021 72167122	CBEEQU 04/21 CH COPIER LEASE	CELL BUSINESS EQUIPMENT	100-1150-53911	435.02 435.02
5363	4/23/2021 8405036650	CINTA 02/21 FIRST AID RESTOCK-ALL FACILITIES	CINTAS CORPORATION #693	100-1150-53011	1,000.55 1,000.55
5364	4/23/2021 70308085	CONCEN 02/21 PRE EMPLOYMENT EXAM	CONCENTRA	100-1135-53406	106.00 106.00
5365	4/23/2021 2021-0013	CALPUB 2021 CPPA MEMBERSHIP - GUERRERO	CPPA	100-2110-53971	135.00 135.00
5366	4/23/2021 503742	DEPTJ 03/21 FINGERPRINT SVC	DEPT OF JUSTICE-BUREAU	100-1135-53406	224.00 224.00
5367	4/23/2021 INV0005680	DSA SB1186 JAN-MAR 2021	DIVISION OF THE STATE ARCHITECT	100-42160	161.60 161.60
5368	4/23/2021 431872	EVALLEY 03/21 VET SERVICES	EAST VALLEY EMERGENCY PET CLINIC	100-2130-53111	189.00 189.00
5369	4/23/2021 INV0005673 INV0005674 INV0005675 INV0005682	EDISON 03/01-03/26 ELECT-1744 LIGHTS LS-1/OPTION E 03/05-04/04 ELEC-15250 TEMPLE 03/05-04/04 ELEC-14951 NELSON 02/02-03/04 ELEC - AMAR/PUENTE	EDISON CO	285-3330-53712 200-3120-53713 200-3120-53713 200-3120-53713	11,224.19 11,028.92 87.51 76.63 31.13
5370	4/23/2021 10318 107777 107805 108052 108190	JCLBAR NO PARKWAY SIGNS/RED PAINT SIGNS-SKATE PARK SIGNS-SKATE PARK SIGNS-LP PARK SIGNS-ATHLETIC FIELD	JCL TRAFFIC	200-3120-53821 285-3330-53822 285-3330-53822 285-3330-53822 285-3330-53822	2,738.86 939.59 471.45 334.30 551.42 442.10
5371	4/23/2021 158958	GONSALV 05/21 LEGISLATIVE SVC	JOE A. GONSALVES & SON	100-1100-53111	2,500.00 2,500.00
5372	4/23/2021 7018	NALEO NALEO MEMBERSHIP - ARGUDO	NALEO	100-1100-53971	1,000.00 1,000.00
5373	4/23/2021 6014123	REGION 03/21 EZ/FOOTHILL MONTHLY PASS	REGIONAL TAP SERVICE CENTER	210-3130-53915	2,374.90 2,374.90
5374	4/23/2021 INV0005676 INV0005677 INV0005678 INV0005679	SGVWC 03/08-04/08 WTR-935 IRRIG 03/08-04/08 WTR-715 IRRIG 03/08-04/08 WTR-545 IRRIG 03/08-04/8 WTR-13760 IRRIG	S.G.V. WATER CO	200-3120-53714 200-3120-53714 200-3120-53714 200-3120-53714	921.85 231.50 297.06 281.44 111.85

Payment Dates: 4/17/2021 - 4/30/2021

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Check Register Report

Payment Dates: 4/17/2021 - 4/30/2021

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	INV0005702	PARS RETIREMENT		205-20340	169.88
	INV0005702	PARS RETIREMENT		260-20340	938.65
	INV0005702	PARS RETIREMENT		285-20340	99.96
5383	4/30/2021	ATT	AT&T		45.67
	000016328991	03/13-04/12 PHONE-YLAC FAX LN		100-4110-53715	45.67
5384	4/30/2021	BRYREE	BRYAN REECE		1,257.60
	INV0005685	DEPOSIT REFUND-REECE		600-23280	1,257.60
5385	4/30/2021	CONCEN	CONCENTRA		742.00
	70961344	04/21 PRE EMPLOYMENT EXAM		100-1135-53406	742.00
5386	4/30/2021	DAKT	DAKTRONICS		23,956.93
	6924492	BASEBALL SCOREBOARDS (2)		100-5596-59300	23,956.93
5387	4/30/2021	DAN	DANIEL JIMENEZ		260.00
	INV0005686	CHAIRS/CARPS RENTAL		100-4140-53979	260.00
5388	4/30/2021	DAROLI	DAPEER, ROSENBLIT & LITVAK, LLP		508.90
	18598	03/21 LEGAL SVC-CODE ENF		100-2110-53114	508.90
5389	4/30/2021	EDISON	EDISON CO		345.82
	INV0005712	03/10-04/19 ELEC-VARIOUS		200-3120-53713	306.72
	INV0005713	03/20-04/19 ELEC-14746 TEMPLE		200-3120-53713	15.83
	INV0005714	03/20-04/19 ELEC-16159 TEMPLE		200-3120-53713	16.20
	INV0005715	03/10-04/21 ELEC-13798 TEMPLE		200-3120-53713	7.07
5390	4/30/2021	EXOENE	EXO ENERGY		366.61
	INV0005688	REFUND-BLDG PERMIT #028709		100-42110	366.61
5391	4/30/2021	VERIC	FRONTIER COMMUNICATIONS		56.19
	INV0005711	04/16-05/15 PHONE-CH MAIN		100-1150-53715	56.19
5392	4/30/2021	GORM	GORM INC		190.01
	295197	SC JANITORIAL SUPPLIES		100-4130-53012	190.01
5393	4/30/2021	HACLWN	HACIENDA LAWNMOWER SHOP		229.97
	5516	MTCE TOOLS		100-3330-53012	66.22
	5528	MTCE TOOLS		100-3330-53012	163.75
5394	4/30/2021	HDLCC	HDL COREN & CONE		2,640.00
	SIN008317	04-06/21 PROPERTY TAX SVC		100-1130-53111	2,640.00
5395	4/30/2021	IEINC	IE INC		25.08
	INV0005687	REFUND-BLDG PERMIT# 028648		100-42110	25.08
5396	4/30/2021	ITSGAS	IT'S A GAS, INC		2,128.50
	123469	05/01 BALLOON DECO-SPORTS COMPLEX EVENT		100-4140-53979	2,128.50
5397	4/30/2021	JCLBAR	JCL TRAFFIC		545.74
	108724	STENCILS-FOOTBALL FIELD		285-3330-53822	545.74
5398	4/30/2021	RODJUL	JULIE RODRIGUEZ		125.00
	INV0005716	05/01 PHOTO SVC-SPORT COMPLEX CEREMONY		100-4140-53979	125.00
5399	4/30/2021	KSKFAC	KSK FACILITIES		110.00
	1416	04/04 CH-ADDITIONAL DAY SVC		100-1150-53813	110.00
5400	4/30/2021	LACANL	LA CO ANIMAL CARE AND CONTROL		2,529.81
	INV0005683	03/21 ANIMAL HOUSING		100-2130-53112	1,667.19
	INV0005683	03/21 ANIMAL HOUSING		100-42140	-10.00
	INV0005684	12/20 ANIMAL HOUSING		100-2130-53112	972.62
	INV0005684	12/20 ANIMAL HOUSING		100-42140	-100.00

Check Register Report

Payment Dates: 4/17/2021 - 4/30/2021

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
5401	4/30/2021	LACRD	LA CO DEPT PUBLIC WORKS		7,167.13
	RE-PW-21041205382	03/21 IW LA PUENTE		100-3110-53121	3,349.49
	RE-PW-21041205733	03/21 TS MAINT DDG		200-3120-53819	3,703.25
	RE-PW-21041205773	03/21 TS MAINT DDG		200-3120-53819	114.39
5402	4/30/2021	LPVCWD	LA PUENTE VALLEY CO WATER		2,087.67
	INV0005720	01/19-03/19 WTR-VALLEY-CENTRAL		200-3120-53714	673.37
	INV0005721	01/19-03/19 WTR-GLENDORA PARK		200-3120-53714	652.17
	INV0005722	01/19-03/19 WTR-NELSON		200-3120-53714	196.38
	INV0005723	01/19-03/19 WTR-OLD VALLEY		200-3120-53714	180.47
	INV0005724	01/19-03/19 WTR-ABBEY-CENTRAL		200-3120-53714	339.47
	INV0005725	01/19-03/19 WTR-MAIN /LEVERETTE		200-3120-53714	45.81
5403	4/30/2021	MERRIT	MERRITTS HARDWARE		2,040.31
	121803	BATTERIES		100-2110-53012	13.22
	121803	TIRESEAL		555-3150-53812	28.54
	121840	CHAIN PROOF		100-3330-53822	94.78
	121861	GRAFFITI SUPPLIES		200-3120-53016	262.77
	121868	GRAFFITI SUPPLIES		200-3120-53016	78.35
	121893	MTCE TOOLS		100-3330-53012	58.15
	121897	MTCE TOOLS		100-3330-53012	25.28
	121901	SANDPAPER/HAMMER		285-3330-53822	18.68
	121920	PADLOCK 1-1/8		285-3330-53822	322.94
	121923	CHAIN PROOF		100-3330-53822	66.24
	121934	GRAFFITI SUPPLIES		200-3120-53016	59.33
	121947	BATTERIES FOR SIGN		200-3120-53821	35.18
	121956	MTCE SUPPLIES		100-3330-53012	97.38
	121968	ROLLERS		200-3120-53016	27.06
	121986	WIRE BRUSH/DROPCLOTH		100-3330-53012	42.85
	121988	MTCE SUPPLIES		100-3330-53011	5.48
	121995	LP PARK SUPPLIES		285-3330-53822	60.89
	122028	ROLLER PK		200-3120-53016	6.04
	122045	MTCE SUPPLIES		100-3330-53012	105.49
	122067	CONCRETE/TAPE		200-3120-53012	31.96
	122106	GRAFFITI SUPPLIES		200-3120-53016	20.93
	122115	PADLOCK COMB 2"		100-3330-53012	37.38
	122130	SPRAYPAINT		200-3120-53016	5.49
	122158	GRAFFITI SUPPLIES		200-3120-53016	87.58
	122160	LP PARK TOOLS		100-3330-53813	181.94
	122166	VALVE REPAIR KIT		100-3330-53813	28.58
	122172	BATTERIES		100-3330-53012	54.97
	122194	SPRAYPAINT		200-3120-53016	17.68
	122244	GRAFFITI SUPPLIES		200-3120-53016	30.46
	122245	PUSHBROOM/OIL		100-3330-53813	78.05
	122253	MTCE SUPPLIES		100-3330-53813	56.64
5405	4/30/2021	NATCON	NATIONAL CONSTRUCTION RENTALS		228.00
	6092311	04/085-05/02 LP PARK TEMP FENCING		100-3330-53012	228.00
5406	4/30/2021	PRUDOV	PRUDENTIAL OVERALL SUPPLY		73.56
	52468869	04/21 CH MAT RENTAL		100-1150-53813	73.56
5407	4/30/2021	SANQTI	SANQTI, LLC		997.50
	1101	CAMERA EQUIPMENT INSTALLATION		100-2110-53012	547.50
	1102	CAMERA EQUIPMENT INSTALLATION		100-2110-53012	450.00
5408	4/30/2021	SMART	SMART & FINAL		177.94
	383822	SUPPLIES-VACCINE CLINIC EVENT		100-4140-53979	21.95
	429533	SUPPLIES-VACCINE CLINIC EVENT		100-4140-53979	63.13
	759733	SUPPLIES-VACCINE CLINIC EVENT		100-4140-53979	92.86

Check Register Report

Payment Dates: 4/17/2021 - 4/30/2021

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
5409	4/30/2021	SGTRA	SOUTHLAND TRANSIT INC		95,829.66
	LAPUENE0221	02/21 DIAL A RIDE		210-3130-53916	5,146.56
	LAPUENE0221	02/21 LP LINK SVC		210-3130-53917	37,290.04
	LAPUENE0221	02/21 DIAL A RIDE FARE		210-46100	-16.50
	LAPUENE0221	02/21 LP LINK FARE		210-46105	-1,322.50
	LAPUENTE0321	03/21 DIAL A RIDE SVC		210-3130-53917	5,588.19
	LAPUENTE0321	03/21 LP LINK SVC		210-3130-53917	50,809.12
	LAPUENTE0321	03/21 DIAL A RIDE FARE		210-46100	-32.25
	LAPUENTE0321	03/21 LP LINK FARE		210-46105	-1,633.00
5410	4/30/2021	STAPLE	STAPLES CREDIT PLAN		263.96
	2802890841	OFFICE SUPPLIES		100-1150-53011	126.28
	2807206731	LABEL MAKER		100-1150-53011	43.44
	2807274311	CERTIFICATE PAPER		100-3310-53011	8.57
	2813884141	OFFICE SUPPLIES		100-1150-53011	85.67
5411	4/30/2021	SOSUBW	SUBURBAN WATER SYSTEMS		1,564.08
	180012299489	03/25-04/23 WTR-HACIENDA/NELSON		200-3120-53714	118.61
	180012299837	03/25-04/23 WTR-14746 TEMPLE		200-3120-53714	59.35
	180012299849	03/25-04/23 WTR-15250 TEMPLE		200-3120-53714	225.30
	180041622045	03/25-04/23 WTR-AMAR/HACIENDA		200-3120-53714	94.95
	180041622048	03/25-04/23 WTR-ELLIOTT		200-3120-53714	161.44
	180051491103	03/25-04/23 WTR-AMAR/AILERON		200-3120-53714	663.29
	180061339710	03/25-04/23 WTR-16159 TEMPLE		200-3120-53714	241.14
5412	4/30/2021	SUNBELT	SUNBELT RENTALS, INC.		437.39
	112616250-0001	CONCRETE MIXER RENTAL		285-3330-53911	437.39
5413	4/30/2021	TERMI	TERMINIX PROCESSING CENTER		172.00
	406813512	04/09 CH PEST CONTROL		100-1150-53813	85.00
	406813591	04/09 CH PEST CONTROL		100-1150-53813	87.00
5414	4/30/2021	THESAU	THE SAUCE CREATIVE SERVICES CORP		1,215.59
	4728	STAFF UNIFORM		100-4100-53012	607.79
	4728	STAFF UNIFORM		100-4110-53012	607.80
5415	4/30/2021	TIMEWA	TIME WARNER CABLE		100.80
	0029105041421	04/14-05/13 SC CABLE/INTERNET SVC		100-4130-53911	100.80
5416	4/30/2021	TMOBILE	T-MOBILE		926.63
	INV0005717	03/21-04/20 PHONE-PUBLIC SAFETY WIRELESS		100-2100-53715	199.15
	INV0005717	03/21-04/20 PHONE-PUBLIC SAFETY WIRELESS		100-2110-53715	28.45
	INV0005718	03/21-04/20 PHONE-CE WIRELESS SVC		100-2110-53715	238.30
	INV0005719	03/21-04/20 PHONE-MTCE WIRELESS SVC		100-3100-53715	460.73
5417	4/30/2021	VINYL	VINYL SMART FENCING INC		2,900.00
	1402	MEDIAN VINYL FENCING ON HACIENDA BLVD		200-3120-53817	2,900.00
5418	4/30/2021	WESCO	WEST COAST ARBORISTS INC		1,100.85
	171274	03/16-31 PKWY TREE MTCE		200-3120-53815	1,100.85
5419	4/30/2021	WEXBANK	WEX BANK		3,724.99
	71314697	04/21 FUEL-DIESEL MTCE DEPT		555-3150-53014	750.69
	71336096	04/21 FUEL PURCHASE		555-3150-53014	2,974.30
5420	4/30/2021	ZENTEC	ZENCITY TECHNOLOGIES US INC		15,000.00
	EI218000066	SOCIAL MEDIA AGGREGATION TOOLS		550-6100-53017	15,000.00
DFT0001250	4/30/2021	CAPERS	CALPERS		352.98
	100000016387410	2021 RBF CONTRIBUTION		100-1135-51211	352.98
DFT0001252	4/30/2021	AFLAC	AFLAC		120.53
	INV0005689	EMPLOYEE LIFE ASSURANCE		100-20399	103.78
	INV0005689	EMPLOYEE LIFE ASSURANCE		260-20399	9.04

Check Register Report

Payment Dates: 4/17/2021 - 4/30/2021

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	INV0005689	EMPLOYEE LIFE ASSURANCE		261-20399	3.20
	INV0005689	EMPLOYEE LIFE ASSURANCE		285-20399	4.51
DFT0001253	4/30/2021	AFLAC	AFLAC		127.21
	INV0005690	EMPLOYEE INSURANCE		100-20399	97.09
	INV0005690	EMPLOYEE INSURANCE		260-20399	22.22
	INV0005690	EMPLOYEE INSURANCE		261-20399	7.90
DFT0001254	4/30/2021	ICMARC	VANTAGEPOINT TRANSFER AGENTS-457		94.67
	INV0005694	EMPLOYEE LOAN REPYMT		100-20399	58.64
	INV0005694	EMPLOYEE LOAN REPYMT		210-20399	36.03
DFT0001255	4/30/2021	ICMARC	VANTAGEPOINT TRANSFER AGENTS-457		1,300.00
	INV0005695	EMPLOYEE CONTRIBUTIONS		100-20399	704.88
	INV0005695	EMPLOYEE CONTRIBUTIONS		200-20399	146.57
	INV0005695	EMPLOYEE CONTRIBUTIONS		203-20399	73.17
	INV0005695	EMPLOYEE CONTRIBUTIONS		205-20399	72.60
	INV0005695	EMPLOYEE CONTRIBUTIONS		210-20399	51.17
	INV0005695	EMPLOYEE CONTRIBUTIONS		215-20399	130.70
	INV0005695	EMPLOYEE CONTRIBUTIONS		260-20399	53.96
	INV0005695	EMPLOYEE CONTRIBUTIONS		285-20399	66.95
DFT0001256	4/30/2021	CPERS-HEALTH	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM		48,932.85
	INV0005697	HEALTH INSURANCE		100-20399	34,794.77
	INV0005697	HEALTH INSURANCE		200-20399	2,510.29
	INV0005697	HEALTH INSURANCE		203-20399	1,675.99
	INV0005697	HEALTH INSURANCE		205-20399	2,975.65
	INV0005697	HEALTH INSURANCE		210-20399	1,744.81
	INV0005697	HEALTH INSURANCE		215-20399	864.07
	INV0005697	HEALTH INSURANCE		260-20399	1,557.60
	INV0005697	HEALTH INSURANCE		261-20399	178.80
	INV0005697	HEALTH INSURANCE		285-20399	2,630.87
DFT0001257	4/30/2021	PERSYS-RETIRE	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM		11,752.87
	INV0005699	EMPLOYER CONTRIBUTION		100-20360	8,259.33
	INV0005699	EMPLOYER CONTRIBUTION		200-20360	727.79
	INV0005699	EMPLOYER CONTRIBUTION		203-20360	414.44
	INV0005699	EMPLOYER CONTRIBUTION		205-20360	404.83
	INV0005699	EMPLOYER CONTRIBUTION		210-20360	339.56
	INV0005699	EMPLOYER CONTRIBUTION		215-20360	288.16
	INV0005699	EMPLOYER CONTRIBUTION		260-20360	605.57
	INV0005699	EMPLOYER CONTRIBUTION		261-20360	46.30
	INV0005699	EMPLOYER CONTRIBUTION		285-20360	666.89
DFT0001258	4/30/2021	PERSYS-RETIRE	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM		7,629.11
	INV0005700	PERS- NEW EMPLOY CONTRB		100-20399	5,212.67
	INV0005700	PERS- NEW EMPLOY CONTRB		200-20399	473.84
	INV0005700	PERS- NEW EMPLOY CONTRB		203-20399	293.72
	INV0005700	PERS- NEW EMPLOY CONTRB		205-20399	288.23
	INV0005700	PERS- NEW EMPLOY CONTRB		210-20399	192.47
	INV0005700	PERS- NEW EMPLOY CONTRB		215-20399	250.13
	INV0005700	PERS- NEW EMPLOY CONTRB		260-20399	426.68
	INV0005700	PERS- NEW EMPLOY CONTRB		261-20399	26.30
	INV0005700	PERS- NEW EMPLOY CONTRB		285-20399	465.07
DFT0001259	4/30/2021	PERSYS-RETIRE	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM		745.67
	INV0005701	EMPLOYEE PORTION		100-20360	689.59
	INV0005701	EMPLOYEE PORTION		200-20360	16.02
	INV0005701	EMPLOYEE PORTION		210-20360	8.01
	INV0005701	EMPLOYEE PORTION		285-20360	32.05

Check Register Report

Payment Dates: 4/17/2021 - 4/30/2021

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
DFT0001260	4/30/2021	PERSYS-RETIRE	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM		35.00
	INV0005704	SURVIVORS LIFE INSURANCE		100-20350	26.42
	INV0005704	SURVIVORS LIFE INSURANCE		200-20350	1.66
	INV0005704	SURVIVORS LIFE INSURANCE		203-20350	1.07
	INV0005704	SURVIVORS LIFE INSURANCE		205-20350	1.05
	INV0005704	SURVIVORS LIFE INSURANCE		210-20350	0.94
	INV0005704	SURVIVORS LIFE INSURANCE		215-20350	0.61
	INV0005704	SURVIVORS LIFE INSURANCE		260-20350	1.10
	INV0005704	SURVIVORS LIFE INSURANCE		261-20350	0.10
	INV0005704	SURVIVORS LIFE INSURANCE		285-20350	2.05
DFT0001261	4/30/2021	EMPLOY	EMPLOYMENT DEVELOPMENT DEPT		4,881.39
	INV0005707	STATE INCOME TAX		100-20310	3,441.04
	INV0005707	STATE INCOME TAX		200-20310	274.09
	INV0005707	STATE INCOME TAX		203-20310	166.23
	INV0005707	STATE INCOME TAX		205-20310	187.79
	INV0005707	STATE INCOME TAX		210-20310	57.05
	INV0005707	STATE INCOME TAX		215-20310	148.58
	INV0005707	STATE INCOME TAX		260-20310	301.72
	INV0005707	STATE INCOME TAX		261-20310	6.20
	INV0005707	STATE INCOME TAX		285-20310	298.69
DFT0001262	4/30/2021	IRSPR	IRS PAYROLL TAX DEPOSIT		14,658.63
	INV0005708	FEDERAL WITHHOLDING		100-20300	10,349.27
	INV0005708	FEDERAL WITHHOLDING		200-20300	887.36
	INV0005708	FEDERAL WITHHOLDING		203-20300	443.91
	INV0005708	FEDERAL WITHHOLDING		205-20300	502.35
	INV0005708	FEDERAL WITHHOLDING		210-20300	179.69
	INV0005708	FEDERAL WITHHOLDING		215-20300	392.29
	INV0005708	FEDERAL WITHHOLDING		260-20300	1,063.09
	INV0005708	FEDERAL WITHHOLDING		261-20300	24.80
	INV0005708	FEDERAL WITHHOLDING		285-20300	815.87
DFT0001263	4/30/2021	IRSPR	IRS PAYROLL TAX DEPOSIT		4,765.20
	INV0005709	MEDICARE TAX		100-20300	3,179.52
	INV0005709	MEDICARE TAX		200-20300	322.76
	INV0005709	MEDICARE TAX		203-20300	142.94
	INV0005709	MEDICARE TAX		205-20300	182.08
	INV0005709	MEDICARE TAX		210-20300	73.14
	INV0005709	MEDICARE TAX		215-20300	96.28
	INV0005709	MEDICARE TAX		260-20300	525.72
	INV0005709	MEDICARE TAX		261-20300	10.60
	INV0005709	MEDICARE TAX		285-20300	232.16
DFT0001264	4/30/2021	CPERS-HEALTH	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM		19,139.92
	INV0005710	05/21 RETIREES HEALTH INSURANCE		100-1135-51314	18,976.94
	INV0005710	05/21 CalPers Admin Fee		100-1135-51314	162.98
Grand Total:					325,499.84

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	141,960.95
200 - GAS TAX FUND	20,480.74
203 - MEASURE M FUND	3,895.94
205 - MEASURE R FUND	4,864.42
210 - PROP A FUND	100,943.57
215 - PROP C FUND	2,237.16
260 - CDBG PROGRAM FUND	6,421.26
261 - CDBG CARES	311.20
285 - LIGHTING & LANDSCAPE MAINTENANCE	24,373.47
550 - EQUIPMENT REPLACEMENT FUND	15,000.00
555 - VEHICLE MAINTENANCE & REPLACEMENT FUND	3,753.53
600 - SPECIAL DEPOSIT FUND	1,257.60
Grand Total:	325,499.84

Account Summary

Account Number	Account Name	Payment Amount
100-1100-53111	Contract Services - Private	2,500.00
100-1100-53971	Dues & Memberships	1,000.00
100-1130-53111	Contract Services - Private	2,640.00
100-1135-51211	Retirement	352.98
100-1135-51314	Health Insurance	19,139.92
100-1135-53406	Recruitment Expenses	1,072.00
100-1150-53011	Operating Supplies	1,255.94
100-1150-53715	Utility - Communications	56.19
100-1150-53813	Facility Maintenance	355.56
100-1150-53911	Equipment Lease/Rental	435.02
100-20300	FIT Payable	13,528.79
100-20310	SIT Payable	3,441.04
100-20320	Life Ins Payable	389.54
100-20330	LTD Payable	1,234.56
100-20340	PARS	2,215.38
100-20350	Group Insurance	26.42
100-20360	PERS	8,948.92
100-20399	Other Payroll Deductions	41,850.66
100-2100-53715	Utility - Communications	199.15
100-2110-53012	Small Tools & Equipment	1,010.72
100-2110-53114	Legal Services	508.90
100-2110-53715	Utility - Communications	266.75
100-2110-53971	Dues & Memberships	135.00
100-2130-53111	Contract Services - Private	389.00
100-2130-53112	Contract Services - Public	2,639.81
100-3100-53111	Contract Services - Private	675.00
100-3100-53715	Utility - Communications	460.73
100-3110-53121	Industrial Waste Inspecti...	3,349.49
100-3310-53011	Operating Supplies	8.57
100-3330-53011	Operating Supplies	5.48
100-3330-53012	Small Tools & Equipment	879.47
100-3330-53813	Facility Maintenance	345.21
100-3330-53822	Park Maintenance & Repa...	161.02
100-4100-53012	Small Tools & Equipment	607.79
100-4110-53012	Small Tools & Equipment	607.80
100-4110-53715	Utility - Communications	45.67
100-4130-53012	Small Tools & Equipment	190.01
100-4130-53813	Facility Maintenance	90.00
100-4130-53911	Equipment Lease/Rental	100.80
100-4140-53979	Special Events	2,691.44
100-42110	Bldg & Safety Permits	391.69

Account Summary

Account Number	Account Name	Payment Amount
100-42140	Animal License Fees	-110.00
100-42160	SB 1186 (CASP Fee)	161.60
100-5596-59300	Construction Costs	25,706.93
200-20300	FIT Payable	1,210.12
200-20310	SIT Payable	274.09
200-20320	Life Ins Payable	26.03
200-20330	LTD Payable	105.09
200-20340	PARS	359.89
200-20350	Group Insurance	1.66
200-20360	PERS	743.81
200-20399	Other Payroll Deductions	3,224.45
200-3120-53012	Small Tools & Equipment	31.96
200-3120-53016	Graffiti Removal Supplies	595.69
200-3120-53713	Utility - Hwy Lights	541.09
200-3120-53714	Utility - Water	4,573.60
200-3120-53815	Parkway Tree Maintenan...	1,100.85
200-3120-53817	Street/Sidewalk Mainten...	2,900.00
200-3120-53819	Signal Maintenance	3,817.64
200-3120-53821	Traffic Markings/Signs	974.77
203-20300	FIT Payable	586.85
203-20310	SIT Payable	166.23
203-20320	Life Ins Payable	16.28
203-20330	LTD Payable	63.44
203-20340	PARS	65.27
203-20350	Group Insurance	1.07
203-20360	PERS	414.44
203-20399	Other Payroll Deductions	2,042.88
203-5586-59210	DESIGN ENGINEERING	539.48
205-20300	FIT Payable	684.43
205-20310	SIT Payable	187.79
205-20320	Life Ins Payable	15.93
205-20330	LTD Payable	62.30
205-20340	PARS	171.61
205-20350	Group Insurance	1.05
205-20360	PERS	404.83
205-20399	Other Payroll Deductions	3,336.48
210-20300	FIT Payable	252.83
210-20310	SIT Payable	57.05
210-20320	Life Ins Payable	14.03
210-20330	LTD Payable	42.11
210-20350	Group Insurance	0.94
210-20360	PERS	347.57
210-20399	Other Payroll Deductions	2,024.48
210-3130-53915	Public Transit Subsidy	2,374.90
210-3130-53916	Dial-A-Ride Services	5,146.56
210-3130-53917	Fixed Route Shuttle	93,687.35
210-46100	Dial-A-Ride Fares	-48.75
210-46105	Shuttle Fares	-2,955.50
215-20300	FIT Payable	488.57
215-20310	SIT Payable	148.58
215-20320	Life Ins Payable	9.76
215-20330	LTD Payable	55.43
215-20340	PARS	1.15
215-20350	Group Insurance	0.61
215-20360	PERS	288.16
215-20399	Other Payroll Deductions	1,244.90
260-20300	FIT Payable	1,588.81
260-20310	SIT Payable	301.72

Account Summary

Account Number	Account Name	Payment Amount
260-20320	Life Ins Payable	17.68
260-20330	LTD Payable	65.13
260-20340	PARS	938.65
260-20350	Group Insurance	1.10
260-20360	PERS	605.57
260-20399	Other Payroll Deductions	2,902.60
261-20300	FIT Payable	35.40
261-20310	SIT Payable	6.20
261-20320	Life Ins Payable	1.50
261-20330	LTD Payable	5.50
261-20350	Group Insurance	0.10
261-20360	PERS	46.30
261-20399	Other Payroll Deductions	216.20
285-20300	FIT Payable	1,048.03
285-20310	SIT Payable	298.69
285-20320	Life Ins Payable	32.25
285-20330	LTD Payable	108.15
285-20340	PARS	102.27
285-20350	Group Insurance	2.05
285-20360	PERS	698.94
285-20399	Other Payroll Deductions	3,167.40
285-3330-53111	Contract Services - Private	4,576.00
285-3330-53712	Utility - Electricity	11,028.92
285-3330-53715	Utility - Communications	22.86
285-3330-53813	Facility Maintenance	103.00
285-3330-53822	Park Maintenance & Repa...	2,747.52
285-3330-53911	Equipment Lease/Rental	437.39
550-6100-53017	Software & Licensing	15,000.00
555-3150-53014	Fuel	3,724.99
555-3150-53812	Vehicle Maintenance	28.54
600-23280	Deposit - C & D	1,257.60
Grand Total:		325,499.84

Project Account Summary

Project Account Key	Payment Amount
None	319,395.49
69421E	3,184.91
69721E	228.00
71121E	437.94
74221E	2,253.50
Grand Total:	325,499.84



City of La Puente AGENDA REPORT

To: Mayor and City Council

For meeting of: May 11, 2021

From: Bob Lindsey, City Manager

SUBJECT: INTRODUCTION OF AN ORDINANCE TO EXCLUDE THE PUBLIC FROM PUBLIC PARK AND RECREATIONAL AREAS DURING EMERGENCIES AND EJECT INDIVIDUALS THAT REPEATEDLY VIOLATE PARK USE REGULATIONS FROM PUBLIC PARKS AND RECREATIONAL AREAS

BACKGROUND

Currently, City Staff has no ability to exclude the public from public park and recreational areas during emergencies or eject individuals that repeatedly violate park use regulations from public park and recreational areas. City Staff is limited to issuing citations or relying on law enforcement to arrest violators. An ejection policy would provide City Staff with another mechanism to enforce park use regulations.

DISCUSSION

Ordinance No. 21-974: (1) authorizes the City Manager or a designee to close park and recreational areas and exclude the public from such areas during emergencies and (2) authorizes the City Manager or a designee to eject an individual that repeatedly violates park use regulations from park and recreational areas.

As to the former, while the City was able to temporarily close park and recreational areas under local and state emergency orders in response to the COVID-19 pandemic, the City does not have the ability to close park and recreational areas in response to smaller-scale emergencies that may require closure, such as urgent maintenance issues (e.g., flooding, construction, etc.).

As to the latter, the City is currently limited to issuing citations to or arresting individual violating park use regulations. These methods have not proven effective because the issuance of a citation or arresting offenders does not prevent repeat offenders from returning to park and recreational areas or prevent continued violations.

Ordinance No. 21-974 would provide City Staff with the ability to eject repeat offenders from park and recreational areas, prevent repeat offenders from returning, protect park and recreational areas from active destruction, and allow others to continue to enjoy park and recreational areas without disruption.

FISCAL IMPACT

The City may incur expenses associated with enforcement of Ordinance No. 21-974, which may be defrayed by the issuance of administrative citations.

RECOMMENDATION

It is recommended that the City Council: (1) waive reading of Ordinance No. 21-974 and read by title only; (2) and introduce Ordinance No. 21-974, an Ordinance of the City of La Puente Adding Sections 3.68.021 and 3.68.022 to Chapter 3.68 of Title 3 of the City's Municipal Code Relating to Authority to Exclude the Public From Public Parks and Recreational Areas During Emergencies and Eject Individuals that Repeatedly Violate Park Use Regulations From Public Parks and Recreational Areas.

ATTACHMENTS

Attachment A: Ordinance No. 21-974

ORDINANCE NO. 21-974

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA PUENTE, CALIFORNIA, ADDING SECTIONS 3.68.021 AND 3.68.022 TO CHAPTER 3.68 OF TITLE 3 OF THE CITY'S MUNICIPAL CODE RELATING TO AUTHORITY TO EXCLUDE THE PUBLIC FROM PUBLIC PARKS AND RECREATIONAL AREAS DURING EMERGENCIES AND EJECT INDIVIDUALS THAT REPEATEDLY VIOLATE PARK USE REGULATIONS FROM PUBLIC PARKS AND RECREATIONAL AREAS

WHEREAS, Article XI, Section 7 of the California Constitution provides that the City may make and enforce within its limits all local, police, sanitary, and other ordinances and regulations not in conflict with general laws; and

WHEREAS, the City currently operates and maintains park lands and recreational areas for the peaceful and safe enjoyment of its residents and visitors; and

WHEREAS, the City currently regulates use of public parks by residents and visitors in Chapter 3.68 of Title 3 of the City's Municipal Code; and

WHEREAS, unlawful behavior in the City's park lands and recreational areas diminishes these areas by depriving citizens of the full use and enjoyment of the natural beauty, recreational opportunities, and peaceful purpose that such lands are intended to preserve; and

WHEREAS, enabling City officials and law enforcement personnel to eject and expel individuals who repeatedly violate the law in such park lands or recreational areas is necessary to ensure the public safety and general welfare for use of these lands; and

WHEREAS, the City desires to balance the interests of maintaining the peace, tranquility, and safety of the City's park lands and recreational areas with the interests of persons who may wish to challenge their expulsion from park lands and recreational areas.

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.

A new section 3.68.021 of Chapter 3.68 of Title 3 of the La Puente Municipal Code is hereby added to read as follows:

- (a) In an emergency or when the city manager or his or her designee determines that the public safety, or public health, or public morals, or public interest demands such

action, any park, square, avenue, grounds or recreational center or any part or portion thereof, may be closed against the public and all persons may be excluded therefrom until the emergency or other reason upon which the determination of the city manager or his or her designee is based has ceased, and upon the cessation thereof the park, square, avenue, grounds or recreation center or part or portion thereof so closed shall again be reopened to the public by order of proper authority.

- (b) No person having knowledge of or having been advised of any closure order issued pursuant to subsection (a) of this section shall refuse or fail immediately to remove him or herself from the area or place so closed, and no such person shall enter or remain within any such area or place known by him or her to be so closed, until the area or place has been reopened to the public by order of proper authority

Section 3. La Puente Municipal Code Chapter 3.68 Amendment.

A new section 3.68.022 of Chapter 3.68 of Title 3 of the La Puente Municipal Code is hereby added to read as follows:

- (a) For purposes of this section, the following definitions apply:
 - 1. “Expulsion notice” constitutes an administrative citation pursuant to Chapter 1.12 of this code.
 - 2. “Repeat violator” means an individual who has been arrested, cited, ejected, or expelled as a violator of this chapter within thirty days of a previous arrest, citation, ejection, or expulsion as a violator of this chapter.
 - 3. “Violator” means an individual who has violated any of the provisions of this chapter or any other law, ordinance, or rule that may be in effect now or may hereafter be passed or adopted for the regulation and government of parks or recreational areas, or of public places in general, in the city.
- (b) Power and authority is hereby given to the city manager and the city manager’s authorized representatives, in their discretion, to eject and expel from the parks or recreational areas or building thereon, any violator. In addition to his or her ordinary powers of arrest or citation, any peace officer enforcing any law or regulation shall be authorized, in his or her discretion, to eject and expel the violator. No person being ejected or expelled pursuant to the authority of this subsection shall refuse to leave as ordered, nor shall any person who has been so ejected or expelled return, during the calendar day in which he or she was ejected, to the same park, recreation area or building, unless specifically permitted to do so by the person who ejected him or her, by the city manager, or by an authorized representative thereof.
- (c) In addition to the other powers and authorities in this section, any peace officer, in addition to his or her ordinary powers of arrest or citation, who is enforcing any law or regulation, shall be authorized, in his or her discretion, to eject and expel a violator or repeat violator. The ejection and expulsion of a violator shall be accompanied by service of an expulsion notice that may include a one hundred dollar (\$100) administrative fine for the initial violation, which shall be paid by the violator. The ejection and expulsion of a repeat violator shall be accompanied by service of an expulsion notice that may include a two hundred dollar (\$200) administrative fine for

each subsequent violation, which shall be paid by the repeat violator, and may expel the repeat violator from the same park, recreation area or building, for a period of up to one calendar year. No person being ejected or expelled pursuant to the authority of this subsection as a violator or repeat violator shall refuse to leave as ordered, nor shall any person who has been so ejected or expelled return, during the calendar day in which he or she was ejected, to the same park, recreation area or building, unless specifically permitted to do so by the person who ejected him or her, by the city manager or by an authorized representative thereof. Furthermore, no person being ejected or expelled as a repeat violator may return to the same park, recreation area or building, for the period specified in the repeat violator's expulsion notice, unless the period is modified by administrative action pursuant to a timely contesting of the expulsion notice.

- (d) Any person receiving an expulsion notice pursuant to this subsection may contest the expulsion or fine, or both, before an independent hearing officer selected by the city manager or his or her designee. The formal rules of evidence and discovery will not apply, and each party shall have the opportunity to present evidence in support of his or her case. The city bears the burden of proof at an administrative hearing to establish a violation of the city code. The expulsion notice and any additional reports submitted by the enforcement official shall constitute prima facie evidence of the facts contained in those documents. The independent hearing officer must use preponderance of evidence as the standard of evidence in deciding the issues. No later than thirty days after the date on which the administrative hearing concludes, the independent hearing officer shall issue a written decision to uphold or cancel the expulsion notice. The independent hearing officer shall set forth the reasons for the decision, and the independent hearing officer's written decision shall be final.

Section 4. CEQA Findings.

The City Council finds that this 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 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: May 11, 2021

From: Bob Lindsey, City Manager

SUBJECT: DISCUSSION AND DIRECTION REGARDING CREATING A LA PUENTE PUBLIC
HEALTH DEPARTMENT (COUNCIL MEMBER ARGUDO)

BACKGROUND/DISCUSSION

Council Member Argudo has requested a discussion regarding the creation of a La Puente Public Health Department.

FISCAL IMPACT

None.

RECOMMENDATION

It is recommended that the City Council discuss this item and provide direction to Staff.

ATTACHMENTS

None.



City of La Puente AGENDA REPORT

To: Mayor and City Council

For meeting of: May 11, 2021

From: Bob Lindsey, City Manager

By: John Di Mario, Director of Development Services
Gisel Rubio, Rehabilitation Grants Specialist

SUBJECT: PRESENTATION OF AVAILABLE FEDERAL, STATE, COUNTY, AND LOCAL
CORONAVIRUS RELIEF PROGRAMS (MAYOR PRO TEM MUNOZ)

BACKGROUND/DISCUSSION

At the City Council meeting of April 27, 2021, Mayor Pro Tem Munoz requested a presentation regarding available federal, state, county, and local coronavirus relief programs.

Staff will provide the City Council with a PowerPoint presentation highlighting the various programs that are available.

FISCAL IMPACT

None.

RECOMMENDATION

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

ATTACHMENTS

None.