

CITY OF LA PUENTE
PUBLIC PARTICIPATION IN CITY COUNCIL MEETINGS

How to Listen Live to the Meeting

Live Audio/Video: Visit the City's website at <https://lapuente.org/agenda/>. Click on "View Event" for the current meeting to view it live.

Additionally, the City offers live by phone "listen only" lines in English and Spanish.

For English: Please dial (408) 650-3123 and enter the following access code: 731-551-669.

For Spanish: Please dial (646) 749-3122 and enter the following access code: 225-262-461.

How to Submit Public Comment

Please note that all comments are subject to the same Rules of Decorum as would otherwise apply to speakers at City Council meetings.

In Person: Public comment may be provided in-person at City Hall, 15900 E. Main Street.

In Writing: eComments may be submitted for a posted meeting via SpeakUp on the Agendas and Minutes page of the City's website at <https://lapuente.org/agenda/>. Simply click on "Click here for eComment". Please submit your eComment no later than 2 hours prior to the meeting start time.

Cómo escuchar la reunión en vivo

Audio en vivo: visite el sitio web de la ciudad en <https://lapuente.org/agenda/>. Haga clic en "Ver evento" para ver la reunión en vivo.

Adicionalmente, la Ciudad ofrece líneas telefónicas de "solo escuchar" en vivo en inglés y español.

Para inglés: marque (408) 650-3123 e ingrese el siguiente código de acceso: 731-551-669.

Para español: marque (646) 749-3122 e ingrese el siguiente código de acceso: 225-262-461.

Cómo enviar comentarios públicos

Tenga en cuenta que todos los comentarios están sujetos a las mismas reglas que se aplicarían a los oradores en las reuniones del Concejo Municipal.

En persona: Los comentarios públicos se pueden proporcionar en persona en el Ayuntamiento, 15900 E. Main Street.

Por escrito: Los comentarios electrónicos se pueden enviar a través de SpeakUp en la página de Agendas and Minutes del sitio web de la Ciudad en <https://lapuente.org/agenda/>. Simplemente haga clic en "eComment" para la reunión actual. Proporcione su eComment a más tardar 2 horas antes de la hora de inicio de la reunión.



**NOTICE AND CALL OF MEETING
SPECIAL AND REGULAR MEETINGS OF
LA PUENTE CITY COUNCIL AND SUCCESSOR AGENCY
COUNCIL CHAMBERS
15900 EAST MAIN STREET, LA PUENTE**

JULY 25, 2023

5:30 P.M. SPECIAL SESSION

7:00 P.M. REGULAR SESSION

NOTICE IS HEREBY GIVEN that a Special Meeting of the City Council of the City of La Puente is hereby called to be held on Tuesday, July 25, 2023, commencing at 5:30 p.m., in City Council Chambers, 15900 E. Main Street, La Puente, CA 91744. The public will be provided an opportunity to provide public comment on the items listed on the agenda. The business to be discussed is as follows:

5:30 P.M. SPECIAL SESSION

CALL TO ORDER

ROLL CALL

COUNCIL/AGENCY MEMBERS: Klinakis, Munoz, Argudo, Mendoza and Quinones

PLEDGE OF ALLEGIANCE

ORAL COMMUNICATIONS

Pursuant to Government Code Section 54954.3(a), you may only address the City Council concerning any item that has been described in the notice for the special meeting. Please complete the Request for Oral Presentation form and submit it to the City Clerk no later than prior to the conclusion of the first speaker's remarks. (Ordinance No. 06-843.)

SPECIAL MEETING BUSINESS TO BE CONSIDERED BY THE CITY COUNCIL/SUCCESSOR AGENCY

SM-1 INTERVIEWS OF APPLICANTS TO SERVE ON THE LA PUENTE PLANNING COMMISSION AND CONSIDERATION OF APPOINTMENTS TO FILL TWO VACANT SEATS

Staff Recommendation: It is recommended that the City Council: (1) Conduct interviews of the five Planning Commission applicants; and (2) make appointments to the La Puente Planning Commission.

ADJOURNMENT

AVAILABILITY

Any writings or documents provided to a majority of the City Council/Successor Agency regarding any item on this agenda will be made available for public inspection at the City Clerk Department at City Hall located at 15900 E. Main Street and the Reference Desk at the Library located at 15920 E. Central during normal business hours. In addition, such writings and documents will be posted on the City's website at <http://www.lapueente.org>.

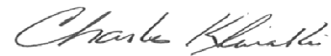
AMERICANS WITH DISABILITIES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a City meeting or other services offered by the City, please contact the City Clerk's Office at (626) 855-1500. Notification at least 24 hours prior to the meeting or time when services are needed will assist City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

MEETING TIMES

Meetings of the City Council shall be adjourned no later than 10:30 p.m., unless a motion to supersede the 10:30 time limit to consider some or all of the remaining items listed on the Agenda, or to consider items which have been added to the Agenda in accordance with the provisions of the Ralph M. Brown Act, Government Code Section 54950, et seq., is approved by a majority of the members of the City Council. (Ordinance No. 95-727.)

Dated: July 20, 2023



Charles Klinakis, Mayor

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS
CITY OF LA PUENTE)

AFFIDAVIT OF POSTING

I, Martha Torres, City Clerk for the City of La Puente, hereby certify that a copy of the Notice and Call of a Special Meeting of the La Puente City Council, to be held on July 25, 2023, commencing at 5:30 p.m., was posted in accordance with all applicable laws and provided not less than twenty-four hours before the time of the meeting to the following:

Mayor/Chair Charlie Klinakis

Council/Board Member Nadia Mendoza

Mayor Pro Tem/Vice Chair Valerie Munoz

Council/Board Member Gabriel Quinones

Council/Board Member David E. Argudo

I declare under penalty of perjury that the foregoing is true and correct. Dated this 20th day of July, 2023.



Martha Torres, MPA
City Clerk

7:00 P.M. REGULAR SESSION

CALL TO ORDER

ROLL CALL

COUNCIL/AGENCY MEMBERS: Klinakis, Munoz, Argudo, Mendoza, Quinones

PLEDGE OF ALLEGIANCE

PRESENTATIONS

Presentation of Certificates of Recognition to the FY 2023-2024 Education Scholarship Recipients

Presentation by Dr. Richard Shope Regarding the World Space Foundation

ORAL COMMUNICATIONS

If you wish to address the City Council - Successor Agency on an item other than a public hearing matter, please complete the Request for Oral Presentation form and submit it to the City Clerk no later than prior to the conclusion of the first speaker's remarks. (Ordinance No. 06-843.)

BOARDS/COMMISSION/COMMITTEE REPORTS

Council Members provide a report on any Boards/Commission/Committee meetings, listed below, that they have attended or that have occurred.

<u>ORGANIZATION</u>	<u>DEL/ALT</u>	<u>MONTHLY MEETINGS</u>	<u>TIME</u>
California Contract Cities Association	Argudo/Quinones	3 rd Wednesday	6:30 p.m.
Sanitation District 15 & 21	Klinakis/Munoz	4 th Wednesday	1:30 p.m.
League of California Cities L.A. Div.	Argudo/Mendoza	1 st Thursday	6:30 p.m.
City Selection Committee	Klinakis/Munoz	When Necessary	6:30 p.m.

San Gabriel Valley COG	Quinones/Argudo	3 rd Thursday	4:00 p.m.
California JPIA	Quinones/All Council	4 th Wednesday	6:30 p.m.
Foothill Transit Governing Board	Munoz/Klinakis	Last Friday of the Month	7:45 a.m.
San Gabriel Valley Mosquito & Vector Control District	Klinakis	2 nd Friday	7:00 a.m.

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 JULY 11, 2023

Staff Recommendation: It is recommended that the City Council and Successor Agency waive the reading and approve the Minutes of the City Council and Successor Agency meeting of July 11, 2023.

B. PUBLIC HEARINGS BEFORE THE CITY COUNCIL - None

C. UNFINISHED BUSINESS OF THE CITY COUNCIL – None

D. CITY COUNCIL AND SUCCESSOR AGENCY CONSENT CALENDAR

All matters listed under Consent Calendar are considered to be routine in nature and may be enacted by one motion approving the recommendation listed on the Agenda. One or more items may be removed from the Consent Calendar so that said item(s) may be discussed and considered individually by the City Council/Successor Agency, if a motion to remove the item(s) is approved by an affirmative vote of a majority of the members of the City Council/Successor Agency. Those specific item(s) will be considered as the first item under New Business.

D-1 CONSIDERATION OF A RESOLUTION APPROVING WARRANT RESOLUTION NO. 23-5816

Staff Recommendation: It is recommended that the City Council and Successor Agency adopt Resolution No. 23-5816 approving Warrant Register No. 1556.

D-2 PRESENTATION OF JUNE 2023 INVESTMENT REPORT

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

D-3 PRESENTATION OF JUNE 2023 REQUISITION SUMMARY REPORT

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

D-4 CONSIDERATION OF AWARD OF CONSTRUCTION CONTRACT TO ELECNOR BELCO ELECTRIC, INC. FOR THE PEDESTRIAN HYBRID SIGNAL (HAWK) INSTALLATION ON HACIENDA BOULEVARD AT PRICHARD STREET IN THE AMOUNT OF \$247,286

Staff Recommendation: It is recommended that the City Council: (1) award the contract to Elecnor Belco Electric, Inc. in the amount of \$247,286; and (2) authorize the City Manager to execute the Agreement and approve change orders up to 10% of the original bid amount.

D-5 CONSIDERATION OF A RESOLUTION APPROVING ACCEPTANCE OF THE \$200,000 LOCAL AGING AND DISABILITY ACTION PLANNING (LADAP) GRANT FUNDS ADMINISTERED BY THE CALIFORNIA DEPARTMENT OF AGING (CDA)

Staff Recommendation: It is recommended that the City Council approve Resolution No. 23-5817 approving the application for grant funds.

E. NEW BUSINESS TO BE CONSIDERED BY THE CITY COUNCIL

E-1 PRESENTATION OF JUNE 2023 BUDGET REPORT

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

E-2 UPDATE AND DISCUSSION REGARDING GRANTS FOR CITY CAPITAL IMPROVEMENT PROJECTS

Staff Recommendation: It is recommended that the City Council receive the update and provide any necessary direction to Staff.

E-3 UPDATE AND DISCUSSION REGARDING LA PUENTE COMMUNITY FOUNDATION PROGRAMMING

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

E-4 PRESENTATION OF THE CITY'S JULY 3, 2023, FORTUNATO JIMENEZ INDEPENDENCE DAY EVENT

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

E-5 DISCUSSION AND DIRECTION REGARDING POLICIES RELATED TO CITY COUNCIL APPAREL/DRESS CODE AND TITLE 2 OF THE LA PUENTE MUNICIPAL CODE (MAYOR KLINAKIS AND MAYOR PRO TEM MUNOZ)

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

E-6 UPDATE AND DISCUSSION REGARDING SCHEDULE AND FUNDING OF LA PUENTE/H.E.AR.T. AFFORDABLE PET CARE CLINICS

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

RECESS INTO CLOSED SESSION

CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION Pursuant to Government Code Section 54956.9(d)(1). Calderon et al v Southland Transit et al L.A.S.C. No. 21STCV02558
2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION Pursuant to Government Code section 54956.9 subdivision (d)(1) (Lewis v. City of La Puente, Los Angeles Superior Court Case No. 21STCV18841)
3. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION Pursuant to Government Code section 54956.9 subdivision (d)(1) (City of La Puente v. Dank City, Los Angeles Superior Court Case No. 21PSCV00417)

RECONVENE TO OPEN SESSION

REPORT OUT OF CLOSED SESSION

ADHOC COMMITTEE REPORTS

Council Members provide a report on any Ad Hoc Committee meetings that they have attended.

NAME

Code Enforcement Committee
La Puente Park Fees, Ordinance and Program Oversight Committee
Project LEAD Committee
LPQT Action Committee
Adaptive Sports League and Enrichment Programs Oversight Committee
Rowland, Bassett, and Hacienda La Puente Unified School Districts Liaison Committee

MEMBERS

Klinakis/Mendoza
Munoz/Quinones
Mendoza/Quinones
Mendoza/Quinones
Klinakis/Munoz
Klinakis/Munoz

AB 1234 REPORTS

ORAL COMMENTS FROM COUNCIL

ORAL COMMENTS FROM STAFF

ADJOURNMENT

AVAILABILITY

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CERTIFICATION

I hereby certify under penalty of perjury, under the laws of the State of California that the foregoing agenda was posted in accordance with the applicable legal requirements.

Dated this 20th day of July, 2023.



Martha Torres, MPA
City Clerk



City of La Puente AGENDA REPORT

To: Mayor and City Council

For meeting of: July 25, 2023

From: Bob Lindsey, City Manager

By: John Di Mario, Director of Development Services

SUBJECT: INTERVIEWS OF APPLICANTS TO SERVE ON THE LA PUENTE
PLANNING COMMISSION AND CONSIDERATION OF APPOINTMENTS TO
FILL TWO VACANT SEATS

BACKGROUND

At the meeting of June 13, 2023, the City Council reappointed Planning Commissioners Gary Dudley and Allen Maes to the Planning Commission, each for a two-year term. Reappointed Commissioners Dudley and Maes joined seated Commissioner Marty Paz, whose term expires in June 2024.

In May 2023, Commissioner Daniel Stowell resigned from his seat on the Planning Commission due to relocating outside the city limits of La Puente. Commissioner Stowell's seat was set to expire in June of 2024. In addition, there has remained an unfilled "vacant" seat on the Planning Commission as a result of former Commissioner Nadia Mendoza being appointed to the City Council.

DISCUSSION

In response to the above noted two (2) vacancies on the Planning Commission, the City issued a Notice of Vacancies ("NOV") requesting interested residents to apply for consideration of appointment to the Commission. The City has received completed applications from five (5) residents in response to the NOV (see Attachment "A"). Interviews of the five applicants to be considered to fill the 2 vacant seats will occur during the special meeting of the City Council.

Of the two vacant seats, one seat has a term that will expire in June 2024 (the former seat of Commissioner Stowell) and the other seat has a term that will expire in June 2025 (the former seat of Council Member Mendoza).

All applicants meet the requirements as set forth in the Municipal Code to be considered for appointment. Two positions are available for appointment (a one-year term and a two-year term) and Planning Commissioners are appointed by a majority vote of the City Council.

The five applicants for consideration are listed in the table on the following page. The City Council will conduct separate interviews with each of the applicants.

Applicants to be Considered for Appointment
James W. Bullard Jr.
Nayellie Diaz
Laura M. Hernandez
Sergio Y. Hernandez
Tollie S. Penson

Following the interviews, it is recommended that the City Council make appointments to the Planning Commission.

RECOMMENDATION

It is recommended that the City Council: (1) Conduct interviews of the five Planning Commission applicants; and (2) make appointments to the La Puente Planning Commission.

ATTACHMENTS

Attachment “A”: Planning Commission Applications

APPLICATION FOR APPOINTIVE POSITION



RECEIVED
CITY OF LA PUENTE
2023 MAY 31 PM 1:19

CITY OF LA PUENTE
15900 East Main Street
La Puente, CA 91744
(626) 855-1500
www.lapuente.org

INSTRUCTIONS: Applications should be filled out completely so that the City Council may fully evaluate your qualifications. It is the applicant's responsibility to familiarize him/herself with the duties and responsibility of the position(s) applied for. Please visit www.lapuente.org for further information regarding qualifications, term length and commission information. All appointees are appointed by, and serve at the pleasure of, the City Council.

Applications received from those individuals not appointed shall remain on file for one year and shall automatically be resubmitted for consideration should an unscheduled vacancy occur.

It is the policy of the City Council to make appointments to citizen commissions on the basis of interest and qualifications of the applicant. No person shall be allowed to serve on more than one commission at any given time.

COMMISSION APPLIED FOR:

☐ EDUCATION COMMISSION ☒ PLANNING COMMISSION ☐ PUENTE PRIDE COMMISSION

APPLICANT INFORMATION

NAME

James W. Bullard Jr.

RESIDENCE ADDRESS

BUSINESS ADDRESS

PHONE NUMBER

EMAIL ADDRESS

HOW LONG HAVE YOU BEEN
A RESIDENT OF LA PUENTE:

12 years

ARE YOU REGISTERED TO VOTE?

☒ YES

☐ NO

REFERENCES

Please provide the names of at least two residents of La Puente who are not connected with the City.

NAME

Mario Lopez

PHONE NUMBER

NAME

Gloria Morales

PHONE NUMBER

WORK HISTORY Begin with your current or most recent position			
COMPANY	TYPE OF BUSINESS	POSITION HELD	DATES OF EMPLOYMENT
U.S. Postal Service	U.S. Mail	Letter Carrier	1969-1999
U.S. Army	Army Artillery	Sergeant	1966-1969

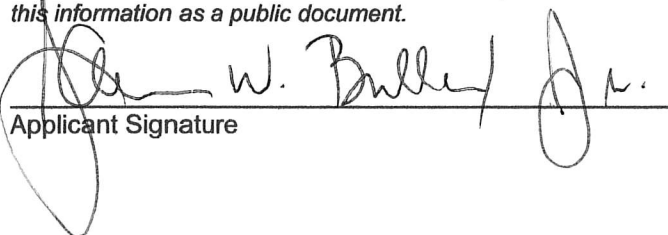
EDUCATION INFORMATION		
NAME / LOCATION OF COLLEGE ATTENDED	MAJOR	DEGREE
L.A. Trade Tech		A.A.

CIVIC EXPERIENCE List current or prior experience (include memberships in organizations)		
ORGANIZATION	DATES SERVED	OFFICE HELD (if any)
City of Alhambra, CA	2008-2011	Planning Commission
City of Alhambra, CA.	2005-2008	Transportation Commission

Please summarize why you wish to serve the City of La Puente on a commission. Include any special qualifications you have which are suited to the position for which you are applying.

I feel I can be of good assistance to help balance business and residential plans of the City of La Puente. Planning is an important part of any city, and to bring a city up to date with zoning, business, beautification. I wish to help in the city's plan for the keeping what La Puente's needs in growing and prospering in a way that keeps the city fresh and up to date, to see that the zoning is current for the needs of the city and its residents. A commission needs to work hand in hand with the city council to see that a city is prospering, not stagnating, to move forward always with the residents in mind, and the needs of the city. In The City of Alhambra we had to be flexible with the changing of the demographics, even without change I feel I am flexible to help keep La Puente open for change in the right direction. To me it is important to be open and current for any changes that will be of importance to the city, to keep. To keep in regulation for any city is important and as a commissioner I would be able to help add to the future of La Puente and plans that the city has for the future. I would like to be a part of keeping La Puente as vibrant as it can be and keeping with the rules and laws of the city.

By signing below, I certify that all statement made on this application are true and correct to the best of my knowledge. I have read and understand the duties and responsibilities of the position that I am applying for and authorize the release of this information as a public document.


Applicant Signature

5/31/2023
Date

APPLICATION FOR APPOINTIVE POSITION



RECEIVED
CITY OF LA PUENTE
2023 JUN -2 PM 2:41

CITY OF LA PUENTE
15900 East Main Street
La Puente, CA 91744
(626) 855-1500
www.lapuente.org

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COMMISSION APPLIED FOR:

☐ EDUCATION COMMISSION ☒ PLANNING COMMISSION ☐ PUENTE PRIDE COMMISSION

APPLICANT INFORMATION

NAME

Nayellie Diaz

RESIDENCE ADDRESS

BUSINESS ADDRESS

PHONE NUMBER

EMAIL ADDRESS

HOW LONG HAVE YOU BEEN
A RESIDENT OF LA PUENTE:

34 years

ARE YOU REGISTERED TO VOTE?

☒ YES

☐ NO

REFERENCES

Please provide the names of at least two residents of La Puente who are not connected with the City.

NAME

Jovita Montes

PHONE NUMBER

NAME

Diana Solis

PHONE NUMBER

WORK HISTORY Begin with your current or most recent position			
COMPANY	TYPE OF BUSINESS	POSITION HELD	DATES OF EMPLOYMENT
Nordstrom	Retail	Sales Representative	10/2021-Current
Support & Integration Services	Agency	Worksite Trainer	05/2022-12/2022
Durango's Restaurant	Family Restaurant	Kitchen Assistant	01/2008-09/2021

EDUCATION INFORMATION		
NAME / LOCATION OF COLLEGE ATTENDED	MAJOR	DEGREE
CSULA	History	B.A.

CIVIC EXPERIENCE List current or prior experience (include memberships in organizations)		
ORGANIZATION	DATES SERVED	OFFICE HELD (if any)
La Puente Runners	04/2019- Current	Core Community Organizer

Please summarize why you wish to serve the City of La Puente on a commission. Include any special qualifications you have which are suited to the position for which you are applying.

As a resident born and raised in La Puente, I love the community and city that has allowed for myself and my family to survive and thrive in. My family has operated a family owned restaurant business in La Puente since 1979 called "Durango's Restaurant", which many locals are familiar with given that it has been a landmark in our community. As the product of this beautiful community, I have sought to become more involved throughout the years, more recently, I became one of the core organizers of the La Puente Runners group since it's inception in April 2019, and have remained active with local community members advocating for our community's public health and providing support to local up and coming businesses in the area by organizing community runs were runners meet and support local businesses.

By signing below, I certify that all statement made on this application are true and correct to the best of my knowledge. I have read and understand the duties and responsibilities of the position that I am applying for and authorize the release of this information as a public document.

Applicant Signature

Date

06/02/23.

APPLICATION FOR APPOINTIVE POSITION



RECEIVED
CITY OF LA PUENTE
2023 JUN -2 AM 8:46

CITY OF LA PUENTE
15900 East Main Street
La Puente, CA 91744
(626) 855-1500
www.lapuente.org

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Applications received from those individuals not appointed shall remain on file for one year and shall automatically be resubmitted for consideration should an unscheduled vacancy occur.

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COMMISSION APPLIED FOR:

☐ EDUCATION COMMISSION

☒ PLANNING COMMISSION

☐ PUENTE PRIDE COMMISSION

APPLICANT INFORMATION

NAME

Laura M. Hernandez

RESIDENCE ADDRESS

BUSINESS ADDRESS

PHONE NUMBER

EMAIL ADDRESS

HOW LONG HAVE YOU BEEN
A RESIDENT OF LA PUENTE:

33 yrs

ARE YOU REGISTERED TO VOTE?

☒ YES

☐ NO

REFERENCES

Please provide the names of at least two residents of La Puente who are not connected with the City.

NAME

Heidi O'keefe

PHONE NUMBER

NAME

Natalie Valenzuela

PHONE NUMBER

WORK HISTORY**Begin with your current or most recent position**

COMPANY	TYPE OF BUSINESS	POSITION HELD	DATES OF EMPLOYMENT
Ervey Gutierrez Insurance	Insurance	Office Manager	2/2019-Present
Han Rigid Plastics	Import/Export	Admin. Assistant	2015-2018
Huntington Medical Foundation	Medical	Administrator	1996-2009

EDUCATION INFORMATION

NAME / LOCATION OF COLLEGE ATTENDED	MAJOR	DEGREE
Ultimate Medical Academy	Admin./Billing Coding	AS
Brymans Medcial School	Medical Assistant	AS
ELAC	Business Administration	AS

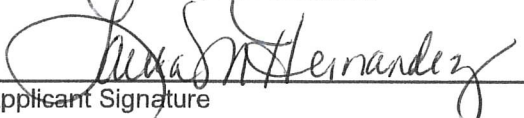
CIVIC EXPERIENCE**List current or prior experience (include memberships in organizations)**

ORGANIZATION	DATES SERVED	OFFICE HELD (if any)

Please summarize why you wish to serve the City of La Puente on a commission. Include any special qualifications you have which are suited to the position for which you are applying.

As a resident of La Puente we have raised our children and grandchild here for 33 yrs. We have been very involved with their education and the community events. I have been involved in the City Meetings on serveral occasions and have done canvassing for Charlie Klinakis and Valerie Munoz. One of our 3 sons, a Political Science Major from UCLA also was involed with Assisting Senator Ed Hernandez in his office. I have had my Children also help with the canvassing in La Puente. Always interested in improvments to our community by being involved. Would love to be involved and part of the Planning Commision.

By signing below, I certify that all statement made on this application are true and correct to the best of my knowledge. I have read and understand the duties and responsibilities of the position that I am applying for and authorize the release of this information as a public document.


Applicant Signature

6/1/2023
Date

APPLICATION FOR APPOINTIVE POSITION



RECEIVED
CITY OF LA PUENTE

2023 JUN -2 AM 8:46

CITY OF LA PUENTE
15900 East Main Street
La Puente, CA 91744
(626) 855-1500
www.lapueente.org

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COMMISSION APPLIED FOR:

☐ EDUCATION COMMISSION

☒ PLANNING COMMISSION

☐ PUENTE PRIDE COMMISSION

APPLICANT INFORMATION

NAME

Sergio Y Hernandez

RESIDENCE ADDRESS

BUSINESS ADDRESS

PHONE NUMBER

EMAIL ADDRESS

HOW LONG HAVE YOU BEEN
A RESIDENT OF LA PUENTE:

33 years

ARE YOU REGISTERED TO VOTE?

☒ YES

☐ NO

REFERENCES

Please provide the names of at least two residents of La Puente who are not connected with the City.

NAME

Rainer Lastsch

PHONE NUMBER

NAME

Ruben Martinez

PHONE NUMBER

WORK HISTORY**Begin with your current or most recent position**

COMPANY	TYPE OF BUSINESS	POSITION HELD	DATES OF EMPLOYMENT
Macys	ITT	Senior Analyst	8/13/1981- 5/4/2019
NCR	ITT	Project Engineer	5/5/2019 - present

EDUCATION INFORMATION

NAME / LOCATION OF COLLEGE ATTENDED	MAJOR	DEGREE
ITT Institute	Electronic Engineering	AS

CIVIC EXPERIENCE**List current or prior experience (include memberships in organizations)**

ORGANIZATION	DATES SERVED	OFFICE HELD (if any)

Please summarize why you wish to serve the City of La Puente on a commission. Include any special qualifications you have which are suited to the position for which you are applying.

I been living in the city of La Puente since 1990 and I been seeing lots of improvements, but there is room for more. I would like to work with the City Council on improvements for our City, assist with issues of zoning and developement of our City. I want to be part of the Planning Comission, to show the rest of the communities, that La Puente is a Great and Up Coming City. Thank you for your consideration

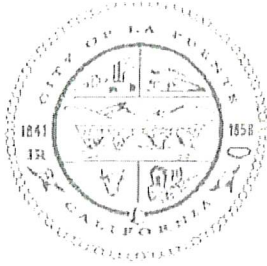
By signing below, I certify that all statement made on this application are true and correct to the best of my knowledge. I have read and understand the duties and responsibilities of the position that I am applying for and authorize the release of this information as a public document.

Applicant Signature

Date

6/1/23

APPLICATION FOR APPOINTIVE POSITION



RECEIVED
CITY OF LA PUENTE

2023 JUN -2 PM 1:54

CITY OF LA PUENTE
15900 East Main Street
La Puente, CA 91744
(626) 855-1500
www.lapueente.org

INSTRUCTIONS: Applications should be filled out completely so that the City Council may fully evaluate your qualifications. It is the applicant's responsibility to familiarize him/herself with the duties and responsibility of the position(s) applied for. Please visit www.lapueente.org for further information regarding qualifications, term length and commission information. All appointees are appointed by, and serve at the pleasure of, the City Council.

Applications received from those individuals not appointed shall remain on file for one year and shall automatically be resubmitted for consideration should an unscheduled vacancy occur.

It is the policy of the City Council to make appointments to citizen commissions on the basis of interest and qualifications of the applicant. No person shall be allowed to serve on more than one commission at any given time.

COMMISSION APPLIED FOR:

☐ EDUCATION COMMISSION

☒ PLANNING COMMISSION

☐ PUENTE PRIDE COMMISSION

APPLICANT INFORMATION	
NAME Tollie S. Penson	
RESIDENCE ADDRESS	
BUSINESS ADDRESS N/A	
PHONE NUMBER	EMAIL ADDRESS
HOW LONG HAVE YOU BEEN A RESIDENT OF LA PUENTE: 29 years/ 7 months	ARE YOU REGISTERED TO VOTE? ☒ YES ☐ NO

REFERENCES Please provide the names of at least two residents of La Puente who are not connected with the City.	
NAME James Esteem	PHONE NUMBER
NAME Hilda Holloway	PHONE NUMBER

WORK HISTORY Begin with your current or most recent position			
COMPANY	TYPE OF BUSINESS	POSITION HELD	DATES OF EMPLOYMENT
Gekko Engineering	Engineering	Piping Design Supervisor	04/2022 - Present
Jacobs Engineering	Engineering & Construction	Piping Design Supervisor	03/2006 – 04/2021
Brinderson Constructors	Engineering & Construction	Sr. Project Engineer	03/2000 – 03/2006
Seagate Technology	Manufacturing	Sr. Facilities Engineer	07/1996 – 03/1999

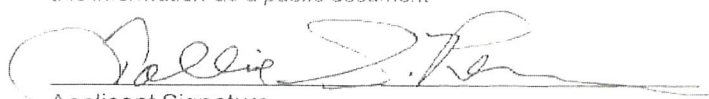
EDUCATION INFORMATION		
NAME/ LOCATION OF COLLEGE ATTENDED	MAJOR	DEGREE
State Technical Institute	Design and Drafting	None
Oak Ridge Community College	Pre-engineering	None
Mt. San Antonio College	Pre-engineering	None

CIVIC EXPERIENCE List current or prior experience (include memberships in organizations)		
ORGANIZATION	DATES SERVED	OFFICE HELD (if any)
None		

Please summarize why you wish to serve the City of La Puente on a commission. Include any special qualifications you have which are suited to the position for which you are applying.

I feel that I can add value to the commission based on my over forty-five years of engineering and Construction experience. I been in projects at all phases from concept to completion.

By signing below, I certify that all statement made on this application are true and correct to the best of my knowledge I have read and understand the duties and responsibilities of the position that I am applying for and authorize the release of this information as a public document


Applicant Signature

5/26/23
Date

MINUTES
LA PUENTE CITY COUNCIL AND SUCCESSOR AGENCY
CLOSED SESSION AND REGULAR MEETING OF
JULY 11, 2023

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 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, July 11, 2023, at 6:00 p.m.

6:00 P.M. CLOSED SESSION

CALL TO ORDER

Mayor Klinakis called the meeting to order at 6:01 p.m.

ROLL CALL

Members present: Klinakis, Munoz, Mendoza, Quinones.

Members absent: Argudo.

Staff members present: City Manager Bob Lindsey, City Attorney Jesse Jauregui, City Clerk Martha Torres, and Office Specialist Adriana Jaimez.

PLEDGE OF ALLEGIANCE

Mayor Klinakis led the Pledge of Allegiance.

ORAL COMMUNICATIONS – None.

RECESS INTO CLOSED SESSION

The City Council recessed into closed session at 6:02 p.m. to discuss the item as posted on the agenda.

CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION Pursuant to Government Code Section 54956.9(d)(1). Calderon et al v Southland Transit et al L.A.S.C. No. 21STCV02558
2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION Pursuant to Government Code section 54956.9 subdivision (d)(1) (Lewis v. City of La Puente, Los Angeles Superior Court Case No. 21STCV18841)

RECONVENE TO OPEN SESSION

The City Council reconvened to open session at 6:59 p.m.

REPORT OUT OF CLOSED SESSION

City Attorney Jauregui reported out of closed session and stated that pursuant to closed session Item No. 1, the City Council was briefed on the status. With respect to closed session Item No. 2, further direction was given to the City Attorney.

7:00 P.M. REGULAR SESSION

CALL TO ORDER

Mayor Klinakis called the meeting to order at 7:00 p.m.

ROLL CALL

Members present: Klinakis, Munoz, Mendoza, Quinones.

Members absent: Argudo.

Staff members present: City Manager Bob Lindsey, City Attorney Jesse Jauregui, City Clerk Martha Torres, Director of Community Services Alexander Bauman, Finance Manager Alexander Merkel Medina, Associate Planner Juan Galvan, and Office Specialist Adriana Jaimez.

PRESENTATIONS

Los Angeles County Sheriff's Department Sergeant Del Valle spoke regarding the Los Angeles County Sheriff's Department's first soccer camp.

ORAL COMMUNICATIONS – None

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 MEETINGS OF JUNE 27, 2023

A motion was made by Mayor Pro Tem Munoz, seconded by Council Member Mendoza, to waive the reading and approve the Minutes of the City Council and Successor Agency meeting of June 27, 2023. The motion carried by the following roll call vote:

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

B. PUBLIC HEARINGS BEFORE THE CITY COUNCIL – None

C. UNFINISHED BUSINESS OF THE CITY COUNCIL – None

D. CITY COUNCIL AND SUCCESSOR AGENCY CONSENT CALENDAR

A motion was made by Mayor Pro Tem Munoz, seconded by Council Member Quinones, to approve Consent Calendar Items D-1 through D-6. The motion carried by the following roll call vote:

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

D-1 CONSIDERATION OF A RESOLUTION APPROVING WARRANT RESOLUTION NO. 23-5814

Action Taken: The City Council and Successor Agency adopted Resolution No. 23-5814 approving Warrant Register No. 1555.

D-2 CONSIDERATION OF A MEMORANDUM OF AGREEMENT (MOA) BETWEEN THE COUNTY OF LOS ANGELES, THE LOS ANGELES COUNTY FLOOD CONTROL DISTRICT AND THE CITIES OF BALDWIN PARK, COVINA, GLENDORA, INDUSTRY, LA PUENTE, SOUTH EL MONTE AND WEST COVINA REGARDING THE ADMINISTRATION AND COST SHARING FOR IMPLEMENTING THE COORDINATED INTEGRATED MONITORING PROGRAM FOR THE UPPER SAN GABRIEL RIVER WATERSHED

Action Taken: The City Council: (1) approved the Memorandum of Agreement between the County of Los Angeles, the Los Angeles County Flood Control District and the cities of Baldwin Park, Covina, Glendora, Industry, La Puente, South El Monte, and West Covina Regarding the Administration and Cost Sharing for Implementing the Coordinated Integrated Monitoring Program for the Upper San Gabriel River Watershed; and (2) authorized the City Manager to execute the Memorandum of Agreement on behalf of the City.

D-3 CONSIDERATION AND APPROVAL OF FINAL TRACT MAP NO. 82839 AND SUBDIVISION IMPROVEMENT AGREEMENT FOR THE PROPERTY LOCATED AT 15616 AMAR ROAD

Action Taken: The City Council: (1) found that Final Tract Map No. 82839 complies with all of the Conditions of Approval set forth within Tentative Tract Map No. 82839; (2) approved the attached Subdivision Improvement Agreement and authorize the City Manager to execute the agreement on behalf of the City; and (3) approved the Final Map and authorize the City Clerk to endorse the cover sheet of the Final Map, the certificate which embodies the approval of said Map for recordation with the County of Los Angeles.

D-4 CONSIDERATION OF RELEASE OF BONDS FOR TRACT MAP NO. 77076 LOCATED AT 15921 SIERRA VISTA COURT – VW3 LLC

Action Taken: The City Council: (1) accepted the public improvements completed for Tract Map No. 77076; (2) authorized the City Clerk to execute a Notice of Completion; and (3) authorized staff to refund the cash deposit to the developer.

D-5 CONSIDERATION OF AMENDMENT NO. 2 TO THE MAINTENANCE SERVICES AGREEMENT WITH KSK FACILITIES SERVICES, LLC FOR JANITORIAL SERVICES FOR CITY HALL, THE SENIOR CENTER AND COMMUNITY CENTER/YOUTH LEARNING CENTER TO EXTEND THE TERM

Action Taken: The City Council approved Amendment No. 2 to the Maintenance Services Agreement with KSK Facility Services, LLC to extend the term to June 30, 2024.

D-6 CONSIDERATION OF THE EDWARD BYRNE JUSTICE ASSISTANCE GRANT (JAG) PROGRAM FY 2023 LOCAL SOLICITATION APPLICATION

Action Taken: The City Council: (1) authorized Staff to prepare and submit the City's application for Fiscal Year 2023 Edward Byrne Memorial JAG Program funds in support of overtime costs for the City's SAO Team assigned through the Los Angeles County Sheriff's Department; and (2) adopted Resolution No. 23-5815 amending the adopted Operating Budget for Fiscal Year 2023/24 in the amount of \$12,000 for revenue and expenditures related to the JAG grant allocation.

E. NEW BUSINESS TO BE CONSIDERED BY THE CITY COUNCIL

E-1 CONSIDERATION OF DESIGNATION OF A VOTING DELEGATE AND ALTERNATE(S) FOR THE ANNUAL BUSINESS MEETING (GENERAL ASSEMBLY) AT THE LEAGUE OF CALIFORNIA CITIES 2023 ANNUAL CONFERENCE AND EXPO

City Clerk Torres provided a staff report regarding the designation of a voting delegate and alternate for the annual business meeting at the League of California Cities 2023 Annual Conference and Expo.

A motion was made by Mayor Pro Tem Munoz, seconded by Council Member Quinones, to designate Council Member Argudo as the delegate for the Cal Cities 2023 Annual

Conference and Expo, and Council Member Mendoza as the alternate. The motion carried by the following roll call vote:

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

Mayor Klinakis thanked the delegates for their hard work and effort.

AD HOC COMMITTEE REPORTS

Code Enforcement Committee: Nothing to report.

La Puente Park Fees, Ordinance and Program Oversight Committee: Nothing to report.

Project LEAD Committee: Council Member Quinones provided an update on the mural project.

LPQT Action Committee: Nothing to report.

Adaptive Sports League and Enrichment Programs Oversight Committee: Nothing to report.

Rowland, Bassett, and Hacienda La Puente Unified School Districts Liaison Committee: Mayor Pro Tem Munoz reported that the ad hoc committee met with Los Angeles County Supervisor Hilda Solis regarding a potential pocket park project in the Bassett Unified School District.

AB 1234 REPORTS – None

ORAL COMMENTS FROM COUNCIL

Mayor Pro Tem Munoz reported that she attended the La Puente Valley Water District meeting where discussion included a potential recycled water project in La Puente.

Council Member Quinones and Council Member Mendoza thanked Director of Community Services Bauman and City Manager Lindsey for their hard work on the July 3rd Fortunato Jimenez Independence Day event.

Mayor Pro Tem Munoz thanked Staff for their hard work and effort at the grand opening of the Grace F. Napolitano Nature Education Center. She also noted that the H.E.A.R.T. clinic would have its first vaccine and vet check clinic on July 13, 2023, at La Puente Park.

Mayor Klinakis thanked La Puente Community Foundation Director Marty Paz, the Los Angeles County Sheriff's deputies, the Los Angeles County Fire Assistant Chief, and residents for attending the City Council meeting. He also thanked Staff for their hard work at the grand opening of the Grace F. Napolitano Nature Education Center.

Mayor Klinakis noted that there will be a grand opening for the new Los Angeles County pool complex on California Avenue and Temple Avenue. He also thanked Staff for their hard work and effort at the July 3rd Fortunato Jimenez Independence event. Mayor Klinakis provided updates on National Night Out, Movies in the park, and Concerts in the park, and thanked Community Services Staff for their hard work and effort.

ORAL COMMENTS FROM STAFF

City Manager Lindsey spoke regarding the July 3rd Fortunato Jimenez Independence Day event, the grand opening of the Grace F. Napolitano Nature Education Center, and the coffee shop at La Puente Park. He thanked Staff, the Los Angeles County Fire Department, the Los Angeles County Sheriff's Department, and the City Council.

Director of Community Services Bauman provided an update regarding National Night Out, Movies in the Park, Concerts in the Park, and sports programming.

Mayor Klinakis thanked Director of Community Services Bauman for providing cooling stations, spoke regarding the July 3rd Fortunato Jimenez Independence event, and reported that the Governor signed a bill providing over three million dollars for the recreational building at La Puente Park. He thanked Mayor Pro Tem Munoz's hard work and effort at the La Puente Valley Water District meeting.

ADJOURNMENT

There being no further business before the City Council, Mayor Klinakis adjourned the meeting at 7:28 p.m.

Approved this 25th day of July, 2023.

Martha Torres, MPA
City Clerk

Charlie Klinakis
Mayor/Chair

RESOLUTION NO. 23-5816

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF LA PUENTE ALLOWING CERTAIN CLAIMS AND
DEMANDS IN THE AMOUNT \$1,738,057.66 (WARRANT
REGISTER 1556)**

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 10425 through 10521 ACH(s) numbered 575 through 585, and Draft numbered 02150 through 02149 except for voided warrants 10443, 10517, and 10518 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

Martha Torres, MPA, City Clerk

PASSED, APPROVED AND ADOPTED this 25th day of July 2023, by the following vote:

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

Charlie Klinakis, Mayor

ATTEST:

Martha Torres, MPA, City Clerk



City of La Puente

Check Register Report

By Payment Number

Payment Dates 7/6/2023 - 7/14/2023

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
575	7/7/2023 INV0009313	TELABR SHIRT REIMB-TELLEZ	ABRAHAM TELLEZ	100-3320-53976	55.83 55.83
576	7/7/2023 1K43-LQN4-TYGR	AMABUS PORTFOLIO ORGANIZER	AMAZON CAPITAL SERVICES INC	100-4100-53011	25.60 25.60
577	7/7/2023 379	GLOURB SOCIAL MEDIA TECHNOLOGY	GLOBAL URBAN STRATEGIES, INC	263-3320-53416	16,000.00 16,000.00
578	7/7/2023 11097 11097 11097 11097 11179 11179 11179 11179	LANWEST 05/23 SR CENTER LANDSCAPE SVC 05/23 ELLIOT PLACE TR LANDSCAPE SVC 05/23 MEDIANS LANDSCAPE SVC 05/23 CH LANDSCAPE SVC 06/23 SR CENTER LANDSCAPE SVC 06/23 MEDIANS LANDSCAPE SVC 06/23 ELLIOT PLACE TR LANDSCAPE SVC 06/23 CH LANDSCAPE SVC	LANDSCAPE WEST MANAGEMENT SERVICES INC	100-4130-53814 200-3120-53814 200-3120-53814 285-3330-53814 100-4130-53814 200-3120-53814 200-3120-53814 285-3330-53814	16,611.92 176.91 265.15 5,679.18 2,184.72 176.91 5,679.18 265.15 2,184.72
579	7/7/2023 SGVCONS-015	SGVCOR SGVC #015	SAN GABRIEL VALLEY CONSERVATION CORPS	280-3300-53111	61,991.37 61,991.37
580	7/7/2023 00002	MELMAN ENTERTAINMENT SERVICES FOR CONCERT IN THE PA...	ULPIANO SERGIO REYES	100-4140-53979	1,500.00 1,500.00
581	7/14/2023 IN660683	ALTALANG 06/27 SPANISH INTERPRETATION	ALTA LANGUAGE SERVICES, INC.	100-1120-53111	858.75 858.75
582	7/14/2023 FBN4775639 FBN4775639	ENTFMT 07/23 VEHICLE MTCE 07/23 VEHICLE LEASE	ENTERPRISE FM TRUST	555-3150-53812 555-3150-53912	15,170.23 4,234.93 10,935.30
583	7/14/2023 SGVCONS-013 SGVCONS-014 SGVCONS-016 SGVCONS-017	SGVCOR SGV CONS #13 SGV CONS #14 SGV CONS #16 SGV CONS #17	SAN GABRIEL VALLEY CONSERVATION CORPS	280-3300-53111 280-3300-53111 280-3300-53111 280-3300-53111	18,747.95 6,360.46 3,522.31 4,102.66 4,762.52
584	7/14/2023 3007364794	THYSSE 07-09/23 CC ELEVATOR MTCE	TK ELEVATOR	100-4100-53811	503.96 503.96
585	7/14/2023 INV0009362	MELMAN EDUTAINMENT ARTS PROG #3	ULPIANO SERGIO REYES	100-4140-53979	15,000.00 15,000.00
10425	7/7/2023 18486	ACTDES TBall City League Jersey	ACTION DESIGNZ, LLC	100-4110-53980	3,207.94 3,207.94
10426	7/7/2023 921862736	BSNSPO TBall City League	BSN SPORTS	100-4110-53980	2,069.00 2,069.00
10427	7/7/2023 PRIM02169 PRIM02169 PROP02305	CAJPIA FY 23/24 GENERAL LIABILITY FY 23/24 WC INS PAYMENT FY 23/24 PROPERTY INSURANCE	CALIFORNIA JPIA	100-1135-53611 100-1135-53612 100-1135-53614	413,877.00 98,224.00 227,863.00 87,790.00
10428	7/7/2023 0400926061023	TIMEWA 06/10-07/09 FIBER 1GBPS	CHARTER COMMUNICATIONS	100-1150-53715	14.43 14.43

Check Register Report

Payment Dates: 7/6/2023 - 7/14/2023

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
10429	7/7/2023 INV0009321	VASCHR BOOT REIM-VAZQUEZ	CHRISTIAN VAZQUEZ	100-3330-53015	200.00 200.00
10430	7/7/2023 79626957	CONCEN PRE EMPLOYMENT PHYSICAL	CONCENTRA	100-1135-53406	121.00 121.00
10431	7/7/2023 21611 21612 21613	DAROLI 05/23 LEGAL SVC-CODE ENF 05/23 LEGAL SVC-CODE ENF 05/23 LEGAL SVC-CODE ENF	DAPEER, ROSENBLIT & LITVAK, LLP	100-2110-53114 100-2110-53114 100-2110-53114	749.30 45.00 112.70 591.60
10432	7/7/2023 IN1269786	DEPTPUB FY 23/24 SNACK BAR LIC FEE	DEPT OF PUBLIC HEALTH	100-3330-53811	400.00 400.00
10433	7/7/2023 INV0009314	VERIC 06/16-07/15 PHONE-CH MAIN	FRONTIER COMMUNICATIONS	100-1150-53715	71.91 71.91
10434	7/7/2023 INV-36181	NEOGOV 10/23-10/24 SUBSCRIPTION FEE	GOVERNMENTJOBS.COM, INC.	550-6100-53017	4,284.12 4,284.12
10435	7/7/2023 23-006	HEASTR 06/23 TNR SERVICES	HEALING THE STRAYS INC.	100-2130-53111	600.00 600.00
10436	7/7/2023 160820	GONSALV 07/23 LEGISLATIVE SVC	JOE A. GONSALVES & SON	100-1100-53111	2,500.00 2,500.00
10437	7/7/2023 015	CHICO BAND-CONCERT@PARK	JOE ESPINOSA	100-4140-53979	900.00 900.00
10438	7/7/2023 INV0009316	BARJOS BOOT REIMB-BARRIOS	JOSE BARRIOS	100-3330-53015	148.49 148.49
10439	7/7/2023 INV0009319	JOSREY 06/16-30 SHOPPING CART MILEAGE REIM-REYES	JOSE REYES	555-3150-53014	606.54 606.54
10440	7/7/2023 INV0009317	UREJOS BOOT REIMB-VALDES	JOSE VALDES URENA	100-3330-53015	200.00 200.00
10441	7/7/2023 INV0009318	LACAC FY 23/24 LAFCO FEES	LA CO AUDITOR/CONTROLLER	100-1130-53965	807.07 807.07
10442	7/7/2023 233026EC 233026EC	LACSHF 04/23 LAW ENF SVC 04/23 LIABILITY INSURANCE	LA CO SHERIFF'S DEPT	100-2100-53110 100-2100-53186	678,071.71 613,238.92 64,832.79
10444	7/7/2023 INV0009315	PASBEL BOOT REIMB-BELTRAN	PASCUAL BELTRAN	100-3330-53015	159.99 159.99
10445	7/7/2023 INV0009312	POST 05/23 PASSPORT POSTAGE	POSTMASTER	100-1150-53211	827.50 827.50
10446	7/7/2023 INV17033097	QUAD POSTAGE MAHCINE SUPPLIES	QUADIENT	100-1150-53211	154.66 154.66
10447	7/7/2023 INV0009320	CARRRI CAR REPAIR REIM-CARRILLO	RICARDO CARRILLO	555-3150-53812	40.00 40.00
10448	7/7/2023 CLP1008	SIEENG AIR EMISSION REPORT-POWER GENERATOR	SIERRA ENGINEERING SERVICES	100-1150-53811	950.00 950.00
10449	7/7/2023 126943129-001 129425922-001 129503435-001 129672793-001 129694359-001	SITEON TURF MAT GROMMETED TREE STAKES FUEL MIX EQUIPMENT IRRIGATION SUPPLIES IRRIGATION SUPPLIES	SITEONE LANDSCAPE SUPPLY, LLC	100-3330-53822 200-3120-53815 100-3100-53012 100-3330-53822 100-3330-53822	15,530.81 13,355.55 242.74 96.32 753.58 38.77

Check Register Report

Payment Dates: 7/6/2023 - 7/14/2023

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	130030133-001	MTCE TOOLS		100-3330-53012	60.12
	130123306-001	DRAINAGE SUPPLIES		100-3330-53822	266.35
	130241213-001	LIQUID HERBICIDE		200-3120-53814	339.45
	130281624-001	IRRIGATION SUPPLIES		100-3330-53822	288.06
	130567794-001	IRRIGATION SUPPLIES		100-3330-53822	89.87
10450	7/7/2023	SOSUBW	SUBURBAN WATER SYSTEMS		1,208.07
	180012991509	05/24-06/22 WTR-6000064023		200-3120-53714	131.39
	180032314947	05/24-06/22 WTR-6000078315		200-3120-53714	55.26
	180032314958	05/24-06/22 WTR-6000078449		200-3120-53714	291.68
	180042087676	05/24-06/22 WTR-6000133466		200-3120-53714	69.45
	180071517871	05/24-06/22 WTR-6000076363		200-3120-53714	296.91
	180071517926	05/24-06/22 WTR-6000076674		200-3120-53714	74.17
	180090719974	05/24-06/22 WTR-6000060264		200-3120-53714	202.34
	181003619515	05/24-06/22 WTR-6000060246		200-3120-53714	86.87
10451	7/7/2023	SWAMOP	SWANK MOTION PICTURES INC.		510.00
	RG 3409646	MOVIES@THE PARK		100-4140-53979	510.00
10452	7/7/2023	TERMI	TERMINIX PROCESSING CENTER		47.00
	434388457	06/09 CC PEST CONTROL		100-4100-53813	47.00
10453	7/7/2023	VELAUT	VELO AUTO REPAIR		1,681.16
	1645	VEH REPAIR-CROWN VIC		555-3150-53812	1,681.16
10454	7/7/2023	WILENG	WILLDAN ENGINEERING		70,080.85
	002-29381	06/23 BLDG & SAFETY SVC		100-3310-53111	70,080.85
10455	7/7/2023	FOUN	WORLD SPACE FOUNDATION		2,150.00
	2023.06.26-2	WORLD SPACE PROGRAM ENRICHMENT CLASSES		263-3320-53111	2,150.00
10456	7/7/2023	MATGRE	MATTHEW GREY PHAIRAS		1,500.00
	01	PERFORMANCE SVC-CONCERT@PARK		100-4140-53979	1,500.00
10457	7/14/2023	ACOGRO	ACOSTA GROWERS, INC.		507.15
	51163	PLANTER-AMPHITHEATER		100-3330-53822	507.15
10458	7/14/2023	ALLIAN	ALLIANT INSURANCE SERVICES		1,557.00
	2349622	FY 23/24 CRIME INSURANCE		100-1135-53615	1,261.00
	INV0009326	SPECIAL EVENT LIABILITY INS		100-1135-53613	296.00
10459	7/14/2023	AMABUS	AMAZON CAPITAL SERVICES INC		1,126.67
	16XD-WNDW-9TQ7	LABEL TAPE REPLACEMENT		100-1150-53011	17.47
	19WJ-TNKY-9Y4R	COFFEE CUPS		100-1150-53011	61.58
	1FM4-YX3R-RHNH	TV MOUNT/GOOGLE CHROMECAST		550-6100-53018	557.63
	1JXN-7TDP-9K9F	INTERNAL DRIVE		550-6100-53018	323.33
	1LKM-TFHR-FM7Q	TONER		550-6100-53018	166.66
10460	7/14/2023	NAANT	ANTONIO NAVARRO		1,100.00
	362584	MARIACHI PERFORMANCE-LP DOG PARK OPENING		100-4140-53979	1,100.00
10461	7/14/2023	ANTINC	ANTROPY, INC		450.00
	9374	NETWORK & SERVER MTCE		550-6100-53111	450.00
10462	7/14/2023	MONART	ARTHUR MONTOYA		98.17
	INV0009329	BOOT REIM-MONTOYA		100-3330-53015	98.17
10463	7/14/2023	ATT	AT&T		68.24
	000020147275	05/28-06/27 PHONE-SR CENTER 911 LN		100-4130-53715	68.24
10464	7/14/2023	BLAWAT	BLACKWATER SECURITY		31,585.83
	1902-1003	PARK SECURITY-3RD OF JULY		100-2100-53183	15,362.50
	1902-1016	07/23 PARK SECURITY SVC		100-2110-53111	15,803.33
	1902-1050	PARK SECURITY SVC		100-2110-53111	420.00

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Payment Dates: 7/6/2023 - 7/14/2023

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
10465	7/14/2023	CABUST	CALIFORNIA BUILDING STANDARDS		413.10
	INV0009373	01-03/23 BLDG REV FUND		100-48900	-23.00
	INV0009373	01-03/23 BLDG REV FUND		600-47441	230.00
	INV0009374	04-06/23 BLDG REV FUND		100-48900	-22.90
	INV0009374	04-06/23 BLDG REV FUND		600-47441	229.00
10466	7/14/2023	CCCA	CALIFORNIA CONTRACT CITIES ASSOCIATION		4,000.00
	3827	FY 23/24 CCCA MEMBERSHIP RENEWAL		100-1100-53971	4,000.00
10467	7/14/2023	CASABL	CASA BLANCA MEXICAN RESTAURANT		2,458.44
	INV0009338	Cater - Nature Center Dedication		100-4140-53979	2,458.44
10468	7/14/2023	CBEEQU	CELL BUSINESS EQUIPMENT		1,162.59
	5025690511	07/12-08/11 FACILITY COPIER		100-1150-53911	1,162.59
10469	7/14/2023	GALCI	CINDY GALVAN		200.00
	INV0009347	FACILITY DEPOSIT REFUND-GALVAN		600-20250	200.00
10470	7/14/2023	CINTA	CINTAS CORPORATION #693		106.24
	4159410351	CH MAT RENTAL		100-1150-53813	106.24
10471	7/14/2023	CINTA	CINTAS CORPORATION #693		1,789.84
	8406323814	FIRST AID RESTOCK-ALL FACILITIES		100-1150-53011	1,789.84
10472	7/14/2023	CONCEN	CONCENTRA		121.00
	79707370	PRE EMPLOYMENT PHYSICAL		100-1135-53406	121.00
10473	7/14/2023	LEOCON	CONNIE LEON		37.00
	INV0009334	LIVE SCAN REIM-LEON		100-4110-53980	37.00
10474	7/14/2023	CORBAK	CORONA BAKERY		130.00
	517987	SWEET BREAD-LP DOG PARK OPENING		100-4140-53979	130.00
10475	7/14/2023	DEPTC	DEPT OF CONSERVATION		997.10
	INV0009360	04-06/23 SMIP FEES		100-48900	-24.57
	INV0009360	04-06/23 SMIP FEES		600-47440	491.49
	INV0009361	01-03/23 SMIP FEES		100-48900	-27.90
	INV0009361	01-03/23 SMIP FEES		600-47440	558.08
10476	7/14/2023	SAMSAR	DR. SAMIR SARGIOS DVM		5,000.00
	017	07/23 VIDA MONTHLY RENT		100-2130-53111	5,000.00
10477	7/14/2023	EVALLEY	EAST VALLEY EMERGENCY PET CLINIC		870.00
	588254	03/23 VET SERVICES		100-2130-53111	870.00
10478	7/14/2023	EDISON	EDISON CO		19,878.71
	INV0009369	05/25-06/25 ELEC - YLAC		100-4110-53712	4,932.73
	INV0009370	05/25-06/25 ELEC - 15612 TEMPLE AVE		285-3330-53712	10,395.86
	INV0009371	05/25-06/25 ELEC - 15614 TEMPLE AVE		285-3330-53712	4,482.11
	INV0009372	05/25-06/25 ELEC - 14416 AMAR RD TC1		200-3120-53713	68.01
10479	7/14/2023	FLOESP	ESPERANZA FLORES		2,926.00
	INV0009330	Instructor Payment - Ballet Folkorico		100-4100-53111	2,926.00
10480	7/14/2023	EWIIRR	EWING IRRIGATION PRODUCTS INC.		494.09
	19734615	SUPPLIES		100-3330-53822	494.09
10481	7/14/2023	EXTOFF	EXTENDED OFFICE SOLUTIONS INC		742.82
	INV0009348	07/23 PHONE SERVICES		100-1150-53715	742.82
10482	7/14/2023	GALLS	GALLS		88.93
	024833368	JACKETS-PROS TEAM		263-3320-53111	88.93
10483	7/14/2023	GARDA	GARDAWORLD		407.67
	10745044	07/23 ARMORED TRANS SVC		100-1130-53111	407.67

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
10484	7/14/2023 INV0009349	GARDFL FLOWERSVIP TABLES-3RD JULY EVENT	GARDENIAS FLOWER SHOP	100-4140-53979	145.20 145.20
10485	7/14/2023	HMEDEP	HOME DEPOT CRC		2,835.70
	1020189	TOOLS		263-3320-53012	212.84
	1021868	MTCE SUPPLIES		100-1150-53012	17.21
	2343183	SUPPLIES-NELSON PARK		100-3330-53012	52.29
	2970499	GRAFFITI SUPPLIES		200-3120-53016	491.10
	3512121	LIGHTS-CH CHAMBERS		100-1150-53813	24.04
	4284532	CC-SAUCE		100-4100-53012	35.57
	4284533	TOOLS		100-3330-53822	166.01
	5020692	STEP LIGHTS		100-3330-53822	289.87
	511180	PADLOCK W/KEY		100-3330-53012	151.25
	5353516	CONCRETE		100-3330-53822	146.40
	5520739	STEP LIGHTS		100-3330-53822	177.09
	7021399	MTCE-SAFETY GEAR		100-3330-53012	150.90
	9512710	LANDSCAPE ADH		100-3330-53822	47.17
	974733	GRAFFITI SUPPLIES		200-3120-53016	755.70
	974749	GRAFFITI SUPPLIES		200-3120-53016	118.26
10486	7/14/2023	INHOFA	INDUSTRY HOSES & FASTNERS		272.45
	65226	GRAFFITI SPRAYER REPAIR		200-3120-53012	272.45
10487	7/14/2023	INNO	INNOVATIVE PLAYGROUDS COMPANY, INC.		231,419.01
	2822	LP PARK ADD'L SHADE STRUCTURES		280-5606-59300	101,858.39
	2822	LA PUENTE PARK SHADE STRUCTURES		280-5606-59300	129,560.62
10488	7/14/2023	IRICO	IRISH CONSTRUCTION		40.00
	INV0009352	REIM - BL # 22411		100-48900	40.00
10489	7/14/2023	IRSPR	IRS PAYROLL TAX DEPOSIT		32.88
	INV0009322	2023 2ND QTR REPORTING BALANCE DUE		100-20300	32.88
10490	7/14/2023	ITSGAS	IT'S A GAS, INC		1,196.05
	124072	Balloons - Nature Center Dedication		100-4140-53979	1,196.05
10491	7/14/2023	JCLBAR	JCL TRAFFIC		695.35
	120105	LP SIGNAGE		100-3330-53822	695.35
10492	7/14/2023	HERJOS	JOSUE M. HERNANDEZ		37.00
	INV0009333	LIVE SCAN REIM-HERNANDEZ		100-4110-53980	37.00
10493	7/14/2023	RODJUL	JULIE RODRIGUEZ		300.00
	070323	PHOTO SVC-3RD OF JULY		100-4140-53979	200.00
	070823	PHOTO SVC-LP DIG PARK OPENING		100-4140-53979	100.00
10494	7/14/2023	KSKFAC	KSK FACILITIES		3,276.46
	1825	06/23 SR CENTER JANITORIAL SVC		100-4130-53813	1,033.50
	1831	06/23 CC/YLAC JANITORIAL SVC		285-3330-53813	2,242.96
10495	7/14/2023	LACSHF	LA CO SHERIFF'S DEPT		1,528.07
	233583EC	05/14 IDT-CRIME SUPPRESSION		100-2100-53113	1,528.07
10496	7/14/2023	LPNLL	LA PUENTE NATIONAL		1,190.00
	INV0009327	REIM-YOUTH GRANTS LPLL		100-4140-53993	1,190.00
10497	7/14/2023	LPSoft	LA PUENTE SOFTBALL		700.00
	INV0009328	REIM-YOUTH GRANTS SOFTBALL (20)		100-4140-53993	700.00
10498	7/14/2023	LPVCWD	LA PUENTE VALLEY CO WATER		3,405.74
	INV0009339	04/17-06/16 WTR-VALLEY-CENTRAL		200-3120-53714	872.58
	INV0009340	04/17-06/16 WTR-GLENDORA PARK		285-3330-53714	539.04
	INV0009341	04/17-06/16 WTR-NELSON		200-3120-53714	242.12
	INV0009342	04/17-06/16 WTR-OLD VALLEY		200-3120-53714	208.56

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	INV0009343	04/17-06/16 WTR-ABBAY & CENTRAL		200-3120-53714	389.10
	INV0009346	04/17-06/16 WTR-MAIN ST & LEVERETTE		200-3120-53714	52.94
	INV0009366	04/17-06/16 WTR-COMM CTR		100-4100-53714	550.70
	INV0009366	04/17-06/16 WTR-YLAC		100-4110-53714	550.70
10499	7/14/2023	MARK	MARK'S WELDING SERVICE		22,400.00
	53	LP PARK COFFEE SHOP		100-5596-59300	17,500.00
	54	LP PARK COFFEE SHOP		100-5596-59300	2,400.00
	55	PARK COFFEE SHOP-STAINLESS WORK TABLES		280-5606-59300	2,500.00
10500	7/14/2023	MERRIT	MERRITTS HARDWARE		4,143.93
	134323	GRAFFITI SUPPLIES		200-3120-53016	50.05
	134335	CEMENT ANCHORS		200-3120-53821	42.68
	134347	SUPPLIES		263-3320-53011	270.89
	134349	KICKDOWN DOOR HOLD		100-4110-53012	30.76
	134380	MTCE-TOOLS		100-3330-53012	378.32
	134424	PAINT MIXER/PAINT		200-3120-53016	197.87
	134432	CABLE TIE		100-3100-53012	4.39
	134433	CABLE TIE		100-3330-53012	8.78
	134443	MTCE-TOOLS		100-3100-53012	604.99
	134466	SCREW		200-3120-53016	5.49
	134468	MTCE-TOOLS		100-3100-53012	659.99
	134478	GRAFFIT SUPPLIES		200-3120-53016	97.30
	134504	VINYL TUBE		100-3330-53822	3.12
	134522	SPRAYPAINT		100-3330-53012	23.07
	134540	MILL BASTARD FILE 6"		100-3100-53012	9.45
	134577	SAFETY GEAR		100-3330-53012	28.99
	134586	SUPPLIES		100-3330-53822	33.63
	134589	GRAFFITI SUPPLIES		200-3120-53016	56.10
	134642	SUPPLIES		263-3320-53012	67.67
	134647	PAINT SCRAPER		200-3120-53016	12.09
	134703	TOOLS		100-3100-53012	124.91
	134742	GRAFFITI SUPPLIES		200-3120-53016	54.68
	134744	GIFT WRAP TAPE		100-1150-53012	4.39
	134761	MTCE-TOOLS		100-3100-53012	658.90
	134764	MTCE-TOOLS		100-3100-53012	29.68
	134791	GRAFFITI SUPPLIES		200-3120-53016	146.77
	134803	WATERING CAN		100-4110-53012	18.90
	134817	GRAFFITI SUPPLIES		200-3120-53016	32.49
	134822	MTCE SUPPLIES		100-3330-53822	47.59
	134879	POLE PRUNER		200-3120-53012	439.99
10501	7/14/2023	RUANAR	NARUMOL RUANGUTAI C/O PRIDE OF THAILAND		150.00
	INV0009336	FACILITY DEPOSIT REFUND-RUANGUTAI		600-20230	150.00
10502	7/14/2023	NETFIL	NETFILE		3,700.00
	8756	FY 23/24 SUBSCRIPTION FORM 700 FILINGS		100-1120-53111	3,700.00
10503	7/14/2023	GUTPED	PEDRO GUTIERREZ		37.00
	INV0009335	LIVE SCAN REIM-GUTIERREZ		100-4110-53980	37.00
10504	7/14/2023	LAPUPC	PETTY CASH		66.00
	INV0009332	TEEN VOICE-MORALES		600-20250	30.00
	INV0009332	TEEN VOICE-MORALES		600-20250	36.00
10505	7/14/2023	POWE	POWER TRIP		652.80
	137811	GENERATOR RENTAL-3RD OF JULY		100-4140-53979	652.80
10506	7/14/2023	REAREF	READY REFRESH		1,287.63
	03F6707431142	Water for all Special events		100-4140-53979	1,287.63

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	INV0009354	SIGNS		100-4110-53811	180.00
	INV0009354	STAFF TRAINING SUPPLIES		100-4110-53972	76.51
	INV0009354	SUMMER STAFF MTG		100-4110-53972	416.00
	INV0009354	TEAM BLDG GAME SUPPLIES		100-4110-53972	23.07
	INV0009354	SOCCER CEREMONY LUNCH		100-4110-53980	320.00
	INV0009354	TEE BALLS FOR SPORTS		100-4110-53980	54.74
	INV0009354	SOCCER CEREMONY SUPPLIES		100-4110-53980	43.00
	INV0009354	SOCCER CEREMONY SUPPLIES		100-4110-53980	19.25
	INV0009354	SOCCER LEAGUE MEDALS		100-4110-53980	441.37
	INV0009354	BANNER		100-4140-53415	175.00
	INV0009354	CONCERT@THE PARK SUPPLIES		100-4140-53979	42.73
	INV0009354	STAFF TRAINING SUPPLIES		100-4140-53979	14.36
	INV0009354	MOVIE LICENSE		260-3320-53011	425.00
	INV0009354	SUPPLIES		263-3320-53011	121.95
	INV0009354	SPECIAL EVENT		263-3320-53011	327.00
	INV0009354	SUPPLIES		263-3320-53011	112.17
	INV0009357	AMERICAN PLANNING MEMBERSHIP-TELLEZ		100-3300-53971	520.00
	INV0009357	LUNCH MTG		100-3300-53972	67.04
	INV0009357	UNIFORM SHIRTS-DEVELPMENT DEPT		100-3320-53976	181.56
	INV0009357	LP CUSTOM FLAGS-BASEBALL FIELDS		100-3330-53011	366.35
	INV0009357	MIXED CONCRETE		100-3330-53822	2,019.68
	INV0009357	BUS SHELTER LIGHTING BATTERY		210-3130-53816	704.49
	INV0009359	BUDGET MTG-CITY COUNCIL		100-1100-53976	18.29
	INV0009359	ANIMAL CONTROL TRAPPER		100-2110-53011	200.25
	INV0009359	CODE ENF UNIFORMS		100-2110-53015	357.85
	INV0009359	TOP SOIL		100-3330-53822	72.77
	INV0009359	TOP SOIL		100-3330-53822	145.53
	INV0009359	SUPPLIES-3RD OF JULY		100-4140-53979	86.83
	INV0009359	LPCF-3RD OF JULY		100-48900	526.28
	INV0009359	LPCF SUPPLIES-SNACK BAR		100-48900	286.25
	INV0009359	LPCF-3RD OF JULY		100-48900	12.03
	INV0009359	LPCF-3RD OF JULY		100-48900	183.75
	INV0009359	PROS TEAM-JACKETS		263-3320-53015	52.78
	INV0009359	REMARKABLES (3)		550-6100-53017	8.97
	INV0009359	RADIO SOFTWARE		550-6100-53017	45.85
	INV0009359	IT SUPPLIES		550-6100-53018	87.59
	INV0009359	HANDHELDS/ANTENNAS		550-6100-53018	2,000.63
	INV0009359	VEH SEAT BELT		555-3150-53812	19.79
	INV0009359	FLORES-TOLL CODE ENF TRAINING		555-3150-53812	4.40
	INV0009359	TEEN VOICE SNACKS		600-20250	223.00
10519	7/14/2023 201712	WESCO 06/01-15 PKWY MTCE	WEST COAST ARBORISTS INC	200-3120-53815	1,498.75 1,498.75
10520	7/14/2023 313592-1	WOW JUMPERS SERVICE	WOW PARTY RENTAL, INC	100-4140-53979	988.00 988.00
10521	7/14/2023 1	PRAZE Fitness Classes	ZEKE PRADO	263-3320-53111	1,425.00 1,425.00
DFT0002150	7/14/2023 INV0009368	EDD 2023 2ND QTR REPORTING BALANCE DUE	EMPLOYMENT DEVELOPMENT DEPT	100-20310	2.74 2.74
Grand Total:					1,738,057.66

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	1,329,774.20
200 - GAS TAX FUND	19,784.00
210 - PROP A FUND	704.49
260 - CDBG PROGRAM FUND	425.00
263 - AMERICAN RESCUE PLAN ACT FUND	20,829.23
280 - MISCELLANEOUS GRANTS FUND	314,658.33
285 - LIGHTING & LANDSCAPE MAINTENANCE	23,678.87
550 - EQUIPMENT REPLACEMENT FUND	7,924.78
555 - VEHICLE MAINTENANCE & REPLACEMENT FUND	18,131.19
600 - SPECIAL DEPOSIT FUND	2,147.57
Grand Total:	1,738,057.66

Account Summary

Account Number	Account Name	Payment Amount
100-1100-53111	Contract Services - Priva...	2,500.00
100-1100-53971	Dues & Memberships	4,000.00
100-1100-53972	Conferences & Meetings	838.40
100-1100-53976	Special Departmental	18.29
100-1110-53972	Conferences & Meetings	156.90
100-1120-53111	Contract Services - Priva...	4,558.75
100-1130-53111	Contract Services - Priva...	407.67
100-1130-53965	Financial Service Fees	807.07
100-1135-53406	Recruitment Expenses	258.95
100-1135-53611	Workers Compensation ...	98,224.00
100-1135-53612	Insurance-General Liabili...	227,863.00
100-1135-53613	Insurance-Special Events	296.00
100-1135-53614	Insurance-Property	87,790.00
100-1135-53615	Employee Fidelity Bond	1,261.00
100-1150-53011	Operating Supplies	1,868.89
100-1150-53012	Small Tools & Equipment	21.60
100-1150-53211	Postage & Mailing Servic...	982.16
100-1150-53715	Utility - Communications	829.16
100-1150-53811	Equipment Maintenance	950.00
100-1150-53813	Facility Maintenance	130.28
100-1150-53911	Equipment Lease/Rental	1,162.59
100-20300	FIT Payable	32.88
100-20310	SIT Payable	2.74
100-2100-53110	Contract Services - LA Sh...	613,238.92
100-2100-53113	Contract Services - Speci...	1,528.07
100-2100-53183	Special Event Services	15,362.50
100-2100-53186	Liability Trust Fund	64,832.79
100-2100-53715	Utility - Communications	1,937.49
100-2110-53011	Operating Supplies	200.25
100-2110-53015	Uniform/Boot Reimburs...	357.85
100-2110-53111	Contract Services - Priva...	16,223.33
100-2110-53114	Legal Services - General	749.30
100-2110-53715	Utility - Communications	263.66
100-2130-53111	Contract Services - Priva...	6,670.00
100-3100-53012	Small Tools & Equipment	2,188.63
100-3100-53715	Utility - Communications	1,372.63
100-3300-53971	Dues & Memberships	520.00
100-3300-53972	Conferences & Meetings	67.04
100-3310-53111	Contract Services - Priva...	70,080.85
100-3320-53976	Special Departmental	237.39
100-3330-53011	Operating Supplies	366.35
100-3330-53012	Small Tools & Equipment	853.72
100-3330-53015	Uniform/Boot Reimburs...	806.65

Account Summary

Account Number	Account Name	Payment Amount
100-3330-53811	Equipment Maintenance	400.00
100-3330-53822	Park Maintenance & Re...	20,864.00
100-4100-53011	Operating Supplies	372.29
100-4100-53012	Small Tools & Equipment	35.57
100-4100-53111	Contract Services - Priva...	2,926.00
100-4100-53112	Contract Services - Public	109.48
100-4100-53711	Utility - Gas	1.62
100-4100-53714	Utility - Water	550.70
100-4100-53811	Equipment Maintenance	503.96
100-4100-53813	Facility Maintenance	47.00
100-4100-53972	Conferences & Meetings	250.00
100-4110-53011	Operating Supplies	821.61
100-4110-53012	Small Tools & Equipment	271.68
100-4110-53711	Utility - Gas	76.35
100-4110-53712	Utility - Electricity	4,932.73
100-4110-53714	Utility - Water	550.70
100-4110-53811	Equipment Maintenance	180.00
100-4110-53972	Conferences & Meetings	515.58
100-4110-53980	Sports Activities	6,461.43
100-4130-53711	Utility - Gas	133.21
100-4130-53715	Utility - Communications	68.24
100-4130-53813	Facility Maintenance	1,033.50
100-4130-53814	Landscape Maintenance	353.82
100-4140-53415	Community Outreach	175.00
100-4140-53979	Special Events	32,582.04
100-4140-53993	Youth Activities Program	1,890.00
100-48900	Miscellaneous	949.94
100-5596-59300	Construction Costs	19,900.00
200-3120-53012	Small Tools & Equipment	712.44
200-3120-53016	Graffiti Removal Supplies	2,017.90
200-3120-53713	Utility - Hwy Lights	68.01
200-3120-53714	Utility - Water	2,973.37
200-3120-53814	Landscape Maintenance	12,228.11
200-3120-53815	Parkway Tree Maintena...	1,741.49
200-3120-53821	Traffic Markings/Signs	42.68
210-3130-53816	Bus Shelter Maintenance	704.49
260-3320-53011	Operating Supplies	425.00
263-3320-53011	Operating Supplies	832.01
263-3320-53012	Small Tools & Equipment	280.51
263-3320-53015	Uniform/Boot Reimburs...	52.78
263-3320-53111	Contract Services - Priva...	3,663.93
263-3320-53416	Social Media Technology	16,000.00
280-3300-53111	Contract Services - Priva...	80,739.32
280-5606-59300	CONSTRUCTION COSTS	233,919.01
285-3330-53712	Utility - Electricity	14,877.97
285-3330-53714	Utility - Water	539.04
285-3330-53813	Facility Maintenance	2,242.96
285-3330-53814	Landscape Maintenance	4,369.44
285-3330-53911	Equipment Lease/Rental	1,649.46
550-6100-53017	Software & Licensing	4,338.94
550-6100-53018	Computer Hardware & S...	3,135.84
550-6100-53111	Contract Services - Priva...	450.00
555-3150-53014	Fuel	1,167.62
555-3150-53812	Vehicle Maintenance	6,028.27
555-3150-53912	Vehicle Lease	10,935.30
600-20230	Refundable Special Depo...	150.00
600-20250	Deposit - Teen Voice Pro...	489.00
600-47440	Strong Motion Inst. Fee	1,049.57

Account Summary

Account Number	Account Name	Payment Amount
600-47441	SB1473 (Green Fee)	459.00
	Grand Total:	1,738,057.66

Project Account Summary

Project Account Key	Payment Amount
None	1,605,046.57
100023E	16,773.96
100024E	6,409.49
100823E	141.71
100923E	338.56
30923E	425.00
61024E	18,722.96
61123E	57.09
61124E	3,900.00
62124E	5,280.00
68423E	223.00
98523E	80,739.32
Grand Total:	1,738,057.66



City of La Puente AGENDA REPORT

To: Mayor and City Council For meeting of: July 25, 2023

From: Bob Lindsey, City Manager

By: Troy Grunklee, CPA, Director of Administrative Services
Alex Merkel Medina, Finance Manager

SUBJECT: PRESENTATION OF JUNE 2023 INVESTMENT REPORT

BACKGROUND

This report presents the City's investment portfolio for the period of June 2023. 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 the City Council on May 23, 2023.

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 June 2023 has been provided as an attachment for your review. The following table summarizes the City's investment activity for the period:

Transaction	Asset Type	Transaction Date	Interest Rate	Due Date	Face Value
Redemption	Federal Government Obligations – FHLB	06/16/2023	6.000%	03/16/2028	\$250,000
Redemption	Federal Government Obligations – US Treasury Bill	06/20/2023	4.705%	06/20/2023	\$1,000,000
Purchase	Federal Government Obligations – FHLMC	06/15/2023	5.500%	06/15/2028	\$500,000
Purchase	Federal Government Obligations – FHLB	06/16/2023	5.600%	05/28/2027	\$250,000
Purchase	Certificates of Deposit (CDs) – Alabama Credit Union	06/20/2023	4.850%	12/21/2026	\$248,000
Purchase	Federal Government Obligations – FFCB	06/28/2023	4.690%	06/09/2028	\$250,000
Purchase	Certificates of Deposit (CDs) – Jeep Country FCU	06/29/2023	4.700%	06/29/2027	\$248,000

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

Cash and Investment Report
June 30, 2023

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%	\$ 3,894,871	\$ 3,894,871	\$ 3,835,780	LAIF
Government Obligations								
U.S. Agency Security	FFCB	06/07/19	06/13/24	1.950%	250,000	249,904	241,890	Stifel
U.S. Agency Security	FFCB	06/10/20	06/10/25	0.680%	250,000	250,000	228,793	Multi-Bank
U.S. Agency Security	FFCB	06/02/20	06/09/25	0.500%	250,000	250,000	229,858	Stifel
U.S. Agency Security	FFCB	03/22/21	04/01/25	0.710%	250,000	250,000	231,468	Stifel
U.S. Agency Security	FFCB	02/24/21	03/03/26	0.790%	250,000	250,000	225,055	Stifel
U.S. Agency Security	FFCB	08/03/21	08/10/26	0.710%	250,000	250,000	221,650	Stifel
U.S. Agency Security	FFCB	08/30/21	09/01/26	0.870%	500,000	499,800	445,030	Stifel
U.S. Agency Security	FFCB	08/30/21	02/10/25	0.480%	250,000	249,750	231,518	Stifel
U.S. Agency Security	FFCB	09/23/21	09/28/26	0.940%	250,000	249,500	222,573	Stifel
U.S. Agency Security	FFCB	09/02/21	09/08/26	0.870%	250,000	250,000	222,395	Stifel
U.S. Agency Security	FFCB	07/29/20	07/29/25	0.580%	250,000	250,000	228,490	Stifel
U.S. Agency Security	FFCB	10/07/21	10/07/26	1.000%	250,000	249,625	223,290	Stifel
U.S. Agency Security	FFCB	10/28/21	11/03/26	1.330%	250,000	250,000	225,355	Stifel
U.S. Agency Security	FFCB	11/10/21	11/16/26	1.270%	250,000	250,000	224,738	Stifel
U.S. Agency Security	FFCB	11/24/21	11/30/26	1.460%	500,000	500,000	451,930	Stifel
U.S. Agency Security	FFCB	06/27/23	06/09/28	4.690%	250,000	249,869	247,778	Stifel
U.S. Agency Security	FHLB	05/05/20	05/19/25	0.750%	250,000	250,000	230,695	Stifel
U.S. Agency Security	FHLB	03/02/21	02/26/26	0.850%	250,000	250,000	223,895	Stifel
U.S. Agency Security	FHLB	03/08/21	03/30/26	0.980%	250,000	250,000	225,773	Stifel
U.S. Agency Security	FHLB	03/11/21	03/25/26	0.875%	250,000	251,000	222,938	Stifel
U.S. Agency Security	FHLB	06/29/20	06/30/25	0.650%	375,000	375,000	349,530	Stifel
U.S. Agency Security	FHLB	02/09/21	02/09/26	0.300%	250,000	250,000	225,178	Stifel
U.S. Agency Security	FHLB	08/10/21	02/18/26	0.600%	250,000	248,250	222,540	Stifel
U.S. Agency Security	FHLB	02/18/21	02/18/26	0.600%	250,000	250,000	222,540	Multi-Bank
U.S. Agency Security	FHLB	02/26/21	02/26/26	0.580%	250,000	250,000	223,890	Multi-Bank
U.S. Agency Security	FHLB	01/26/21	01/26/26	0.560%	250,000	250,000	224,530	Multi-Bank
U.S. Agency Security	FHLB	02/24/21	02/24/26	0.625%	250,000	249,500	224,205	Stifel
U.S. Agency Security	FHLB	02/25/21	02/25/26	0.660%	250,000	250,000	222,758	Stifel
U.S. Agency Security	FHLB	02/12/21	02/12/26	0.520%	250,000	249,750	223,805	Stifel
U.S. Agency Security	FHLB	05/18/21	05/26/26	1.030%	250,000	250,000	225,240	Multi-Bank
U.S. Agency Security	FHLB	06/29/20	06/30/25	0.680%	250,000	250,000	229,488	Stifel
U.S. Agency Security	FHLB	09/30/21	10/13/26	1.100%	250,000	249,823	223,933	Stifel
U.S. Agency Security	FHLB	04/22/21	02/24/26	0.750%	250,000	249,375	223,328	Stifel
U.S. Agency Security	FHLB	02/25/22	02/25/27	2.000%	250,000	250,000	228,600	Stifel
U.S. Agency Security	FHLB	04/28/22	05/10/27	3.100%	250,000	249,750	237,618	Stifel
U.S. Agency Security	FHLB	07/12/22	06/30/27	3.250%	250,000	250,089	241,848	Stifel
U.S. Agency Security	FHLB	08/18/22	04/21/27	2.250%	250,000	248,406	242,810	Stifel
U.S. Agency Security	FHLB	08/29/22	08/28/25	3.600%	250,000	249,625	243,018	Stifel
U.S. Agency Security	FHLB	11/04/22	04/21/27	3.200%	760,000	715,928	721,438	Stifel
U.S. Agency Security	FHLB	02/15/23	02/09/28	5.050%	700,000	698,336	687,890	Stifel
U.S. Agency Security	FHLB	06/21/23	04/05/27	5.500%	250,000	250,000	249,063	Stifel
U.S. Agency Security	FHLB	06/14/23	05/28/27	5.600%	250,000	250,622	249,013	Stifel
U.S. Agency Security	FHLMC	06/19/20	06/30/25	0.720%	250,000	250,000	229,675	Stifel
U.S. Agency Security	FHLMC	07/14/20	07/14/25	0.600%	250,000	250,000	229,253	Stifel
U.S. Agency Security	FHLMC	07/23/20	07/23/25	0.500%	250,000	249,625	228,548	Stifel
U.S. Agency Security	FHLMC	04/12/22	10/08/24	2.500%	250,000	249,729	240,068	Stifel
U.S. Agency Security	FHLMC	05/05/22	05/26/27	3.250%	250,000	250,000	241,935	Stifel
U.S. Agency Security	FHLMC	09/15/22	08/01/27	3.740%	250,000	248,540	239,400	Stifel
U.S. Agency Security	FHLMC	06/15/23	06/15/28	5.500%	500,000	500,000	499,475	Stifel
U.S. Agency Security	FNMA	06/04/20	06/04/25	0.710%	250,000	250,000	229,055	Multi-Bank
U.S. Agency Security	FNMA	07/22/20	07/22/25	0.600%	250,000	250,000	228,745	Stifel
U.S. Agency Security	FNMA	08/03/20	08/19/25	0.625%	250,000	250,000	228,248	Stifel
U.S. Agency Security	FNMA	08/03/20	08/12/25	0.500%	250,000	250,000	228,048	Stifel
U.S. Agency Security	FNMA	07/21/21	10/22/25	0.560%	250,000	249,529	226,660	Stifel
U.S. Agency Security	FNMA	08/17/20	08/14/25	0.500%	250,000	249,875	227,710	Stifel
U.S. Agency Security	FNMA	07/21/22	09/01/26	2.150%	250,000	238,655	228,907	Stifel
U.S. Agency Security	FNMA	08/16/22	04/01/26	2.670%	250,000	224,798	212,512	Stifel
U.S. Agency Security	FNMA	07/29/20	07/29/25	0.700%	250,000	250,000	229,073	Multi-Bank
U.S. Agency Security	Treasury	05/12/21	12/31/25	0.375%	250,000	245,850	225,293	Stifel
U.S. Agency Security	Treasury	06/24/21	06/30/25	0.250%	250,000	246,125	228,273	Stifel
U.S. Agency Security	Treasury	06/15/21	11/30/25	0.375%	250,000	247,659	225,625	Stifel
U.S. Agency Security	Treasury	06/24/21	02/28/26	0.500%	250,000	246,775	224,533	Stifel
U.S. Agency Security	Treasury	07/21/21	09/30/25	0.250%	250,000	246,675	226,388	Stifel
U.S. Agency Security	Treasury	07/29/21	08/31/25	0.250%	250,000	248,150	226,798	Stifel
U.S. Agency Security	Treasury	08/10/21	10/31/25	0.250%	250,000	246,725	225,605	Stifel
U.S. Agency Security	Treasury	09/29/21	06/30/26	0.875%	250,000	249,550	225,195	Stifel
U.S. Agency Security	Treasury	11/15/21	01/31/26	0.375%	250,000	242,450	224,415	Stifel
U.S. Agency Security	Treasury	04/29/21	04/30/26	0.750%	500,000	497,800	450,135	Stifel
U.S. Agency Security	Treasury	03/08/23	08/31/23	5.180%	1,000,000	975,960	991,540	Stifel
Total Government Securities					20,085,000	19,938,372	18,568,471	
Municipal Bonds***				various	250,000	247,965	212,837	
Negotiable Certificates of Deposit ***				various	10,911,000	10,911,000	9,996,737	
Corporate Bonds***				various	250,000	250,224	241,598	
Total Investments					\$ 35,390,871	\$ 35,242,432	\$ 32,855,422	
Deposits in Bank						943,600	*	
Miscellaneous Cash						2,200	**	
Total Cash and Deposits						945,800		
Total Investments, Cash and Deposits					\$	36,188,233		

I certify that this investment portfolio is in conformity with the Investment Policy of the City of La Puente as stated in Resolution No. 23-5798 dated May 23, 2023. 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
Finance Manager

CITY OF LA PUENTE

Cash and Investment Report

June 30, 2023

Negotiable Certificates of Deposit

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	228,289	Stifel
Greenstate Credit Union	3/30/21	4/16/26	0.95%	249,000	249,000	220,295	Stifel
UBS Bank	6/15/21	6/23/26	0.75%	248,000	248,000	216,316	Stifel
Parsons FCU	6/24/21	6/30/26	0.50%	249,000	249,000	218,303	Stifel
State Bank of India, NY	5/5/21	5/19/26	1.00%	248,000	248,000	219,103	Stifel
Sallie Mae Bank	6/30/21	7/8/26	1.00%	247,000	247,000	217,076	Stifel
Medallion Bank	9/14/21	9/30/26	0.90%	249,000	249,000	215,808	Stifel
Goldman Sachs Bank	7/20/21	7/28/26	1.00%	248,000	248,000	217,005	Stifel
Capital One Bank NA	11/8/21	11/17/26	1.10%	248,000	248,000	215,586	Stifel
East Boston Savings Bank	8/14/20	8/14/25	0.50%	248,000	248,000	223,602	Stifel
Citadel Federal Credit Union	2/26/20	2/27/25	1.65%	248,000	248,000	233,122	Stifel
Axos Bank	2/27/20	3/26/25	1.65%	249,000	249,000	233,390	Stifel
Pathfinder Bank	10/2/20	10/14/25	0.50%	249,000	249,000	222,718	Stifel
Toyota Bank	7/21/21	7/29/26	0.95%	248,000	248,000	217,102	Stifel
Synchrony Bank	8/24/21	8/27/26	0.90%	248,000	248,000	216,898	Stifel
Pentagon FCU	8/17/21	9/1/26	0.85%	249,000	249,000	216,157	Stifel
Texas Exchange Bank	9/28/21	11/14/25	0.85%	249,000	249,000	223,766	Stifel
USF Federal Credit Union	10/14/21	10/28/26	0.90%	249,000	249,000	215,126	Stifel
Live Oak Bank	10/4/21	10/19/26	0.90%	249,000	249,000	215,345	Stifel
Bank Hapoalim	12/8/21	12/26/26	1.35%	248,000	248,000	216,871	Stifel
Connexus Credit Union	12/20/21	12/23/26	1.15%	249,000	249,000	216,538	Stifel
Nelnet Bank	1/24/22	2/2/27	1.45%	248,000	248,000	216,750	Stifel
Amerant Bank	2/14/22	2/16/27	1.60%	248,000	248,000	217,680	Stifel
Beal Bank	3/1/22	3/3/27	2.05%	248,000	248,000	220,988	Stifel
Ally Bank	7/22/22	7/28/26	3.25%	246,000	246,000	231,220	Stifel
Capital One Bank USA	7/14/22	7/20/27	3.40%	245,000	245,000	228,058	Stifel
Discover Bank	7/14/22	7/20/27	3.35%	245,000	245,000	227,617	Stifel
American Express National Bank	7/22/22	7/27/27	3.45%	245,000	245,000	228,308	Stifel
St. Vincent Medical Center Credit Union	8/3/22	8/12/27	3.50%	249,000	249,000	232,384	Stifel
Belmont Bank	8/5/22	8/24/27	3.15%	249,000	249,000	228,985	Stifel
Resource One Credit Union	8/3/22	8/18/25	3.30%	249,000	249,000	238,400	Stifel
Cobalt Credit Union	9/1/22	9/15/27	3.60%	249,000	249,000	232,969	Stifel
Healthcare System FCU	9/7/22	9/21/26	3.60%	249,000	249,000	235,890	Stifel
Coca Cola FCU	1/31/23	2/2/26	4.60%	249,000	249,000	244,145	Stifel
Affinity Bank	3/13/23	3/17/28	4.90%	248,000	248,000	244,030	Stifel
Morgan Stanley Bank NA	3/17/23	3/23/28	4.90%	244,000	244,000	240,103	Stifel
Morgan Stanley Private Bank	3/17/23	3/23/28	4.90%	244,000	244,000	240,103	Stifel
American First Credit Union	4/24/23	4/27/27	4.40%	249,000	249,000	240,970	Stifel
Cy Fair FCU	5/4/23	5/19/27	4.35%	248,000	248,000	239,494	Stifel
Alabama Credit Union	6/7/23	12/21/26	4.85%	248,000	248,000	243,982	Stifel
Jeep Country FCU	6/21/23	6/29/27	4.70%	248,000	248,000	242,472	Stifel
First Bank of DeQueen	8/21/19	8/30/24	1.80%	249,000	249,000	238,664	Multi-Bank
Luana Savings Bank	2/28/20	2/28/25	1.55%	248,000	248,000	232,840	Multi-Bank
Celtic Bank	4/17/20	4/17/25	1.50%	249,000	249,000	232,267	Multi-Bank
Total for Negotiable Certificates of Deposit				\$ 10,911,000	\$10,911,000	\$ 9,996,737	

CITY OF LA PUENTE**Cash and Investment Report****June 30, 2023****Corporate Bonds**

Issuer	Purchase Date	Maturity Date	Interest Rate	Face Value	Book Value	Market Value	Market Valuation
Coca Cola	10/10/19	9/6/24	1.75%	<u>250,000</u>	<u>250,224</u>	<u>241,598</u>	Stifel
Total for Negotiable Corporate Bonds				<u>\$ 250,000</u>	<u>\$ 250,224</u>	<u>\$ 241,598</u>	

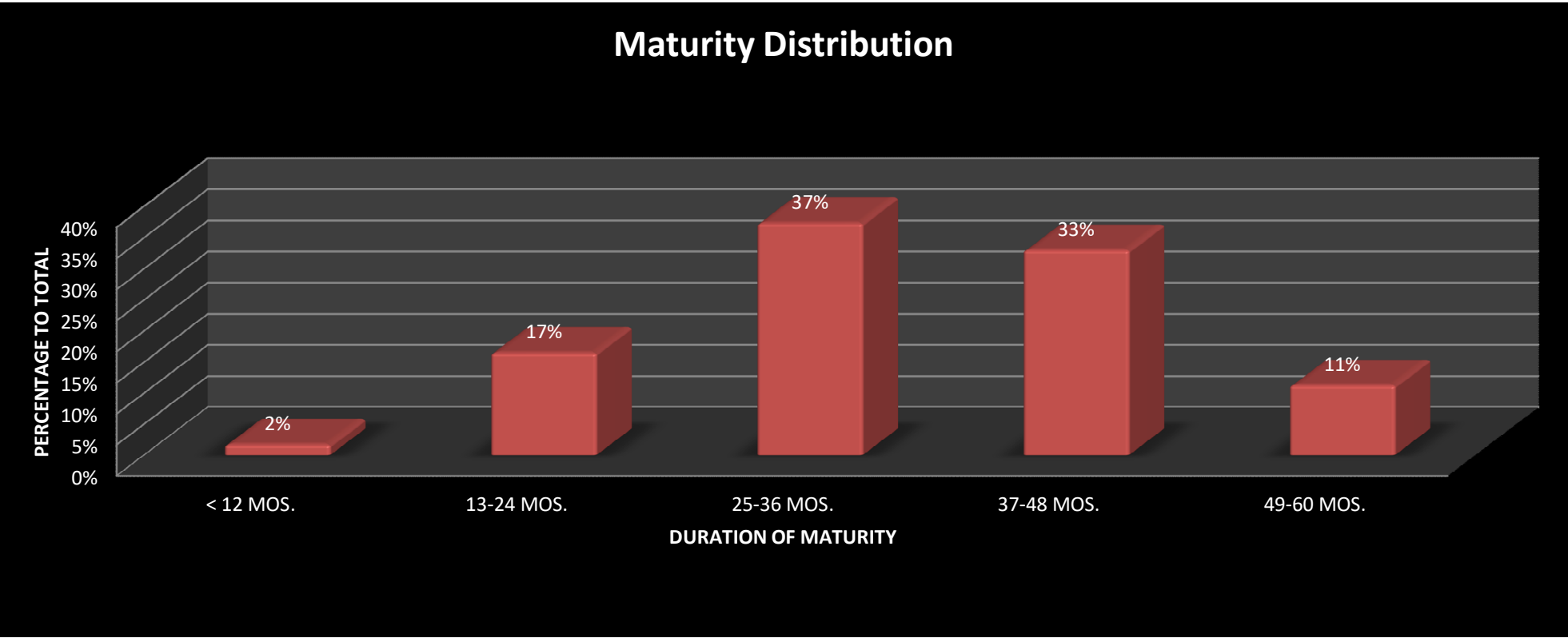
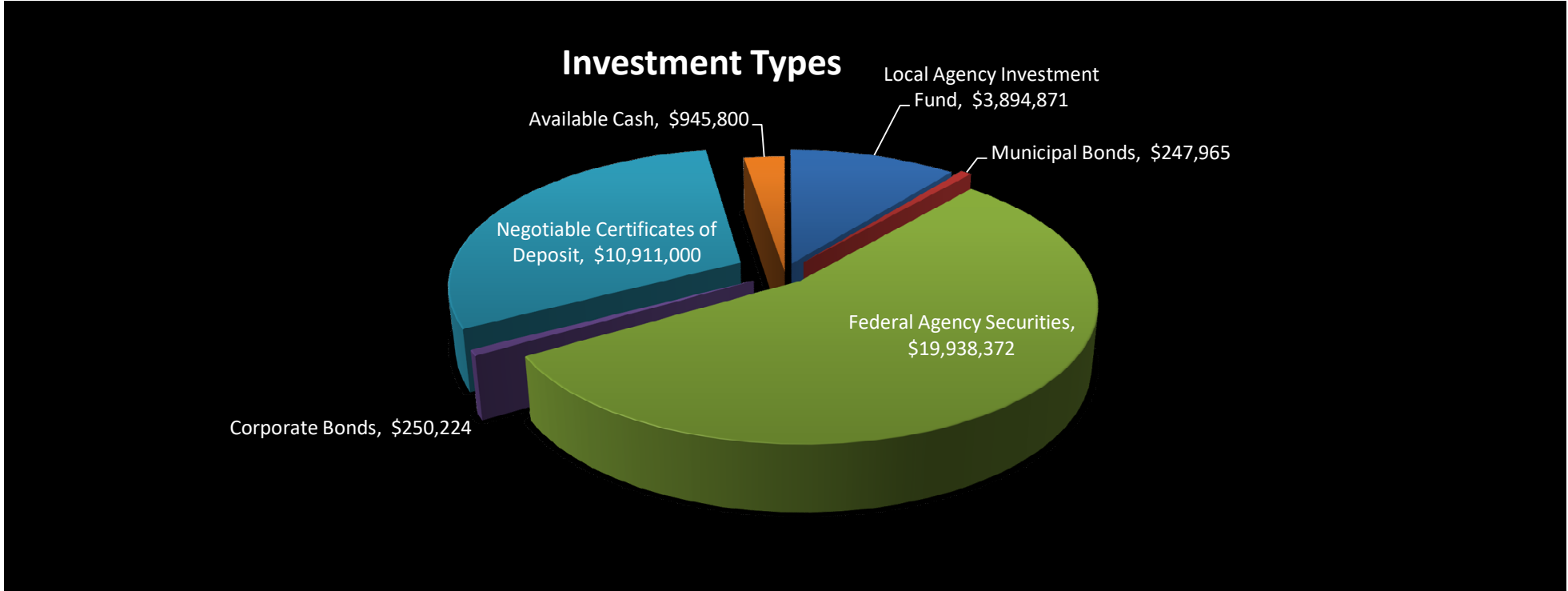
CITY OF LA PUENTE

Cash and Investment Report

June 30, 2023

Municipal Bonds

Issuer	Purchase Date	Maturity Date	Interest Rate	Face Value	Book Value	Market Value	Market Valuation
State of California	1/11/21	4/1/25	3.38%	<u>250,000</u>	<u>247,965</u>	<u>212,837</u>	Multi-Bank
Total for Municipal Bonds				<u>\$ 250,000</u>	<u>\$ 247,965</u>	<u>\$ 212,837</u>	





City of La Puente AGENDA REPORT

To: Mayor and City Council For meeting of: July 25, 2023

Via: Bob Lindsey, City Manager

By: Troy O. Grunklee, CPA, Director of Administrative Services
Alex Merkel Medina, Finance Manager

SUBJECT: PRESENTATION OF JUNE 2023 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. This action is to receive and file the requisition summary report for the month of June 2023.

DISCUSSION

City staff initiated thirty-one (31) requisitions during the month totaling \$387,892.05.

RECOMMENDATION

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

ATTACHMENTS

Attachment "A": Requisition Summary Report for June 2023



City of La Puente

Requisition Summary Report

Requisition Detail

Issued Date Range 06/01/2023 - 06/30/2023

Requisition Number	Description	Status	Requested by	Issue Date	Trade Discount	Dist Amount
REQ000785	Vendor COFFEE SHOP BOLLARDS RELFOU - RELIANCE FOUNDRY	Approved	Approved By NORMA RAMIREZ City Manager	6/1/2023	0	10,165.00

Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
COFFEE SHOP BOLLARDS	1		0	0	0	0	0	-

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
285-3330-53813	Facility Maintenance			100.00%	10,165.00

REQ000786	Instructor Payment - Ballet Folkorico FLOESP - ESPERANZA FLORES	Approved	ADRIANA DOMINGUEZ Director of Comm. Services	6/5/2023	0	2,926.00
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Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
Instructor Payment - Ballet Folk	1		0	0	0	0	0	2,926.00

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-4100-53111	Contract Services - Private			100.00%	2,926.00

REQ000787	Instructor Payment - Judo (May) GUEJC - GUERREROS ATHLETIC FOUNDATION	Approved	ADRIANA DOMINGUEZ Director of Comm. Services	6/5/2023	0	1,512.00
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Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
Instructor Payment - Judo (May)	1		0	0	0	0	0	-

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-4100-53111	Contract Services - Private			100.00%	1,512.00

REQ000788	WORLD SPACE PROGRAM-ENRICHMENT A FOUN - WORLD SPACE FOUNDATION	Approved	ANGEL MORALES Director of Comm. Services	6/6/2023	0	2,150.00
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Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
WORLD SPACE PROGRAM-ENRIK	1		0	0	0	0	0	2,150.00

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
263-3320-53111	Contract Services - Private			100.00%	2,150.00

REQ000789	Audio/Visual Services- Concerts in the Parl ANGAUD - ANGELCOM AUDIO	Approved	ANGEL MORALES City Council	6/6/2023	0	30,000.00
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Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
Audio/Visual Services- Concerts	1		0	0	0	0	0	30,000.00

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-4140-53979	Special Events	61123E		100.00%	30,000.00

Requisition Summary Report

Issued Date Range 06/01/2023 - 06/30/2023

Requisition Number	Description Vendor	Status	Requested by Approved By	Issue Date	Trade Discount	Dist Amount
REQ000790	ENTERTAINMENT SERVICES-JUNE 14 CON GARCUI - GUILLERMO GARCIA	Approved	ANGEL MORALES Director of Comm. Services	6/6/2023	0	2,000.00

Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
ENTERTAINMENT SERVICES-JUN	1		0	0	0	0	0	2,000.00

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-4140-53979	Special Events	61123E		100.00%	2,000.00

REQ000791	ENETERTAINMENT SERVICES-JUNE 21 CON BRIFIN - BRITAIN'S FINEST LLC	Approved	ANGEL MORALES Director of Comm. Services	6/6/2023	0	1,200.00
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Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
ENETERTAINMENT SERVICES-JU	1		0	0	0	0	0	1,200.00

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-4140-53979	Special Events	61123E		100.00%	1,200.00

REQ000792	ENTERTAINMENT SERVICES-CONCERT IN T JACAR - JACOB ARECHIGA - THE FLASHBAX	Approved	ANGEL MORALES Director of Comm. Services	6/6/2023	0	2,000.00
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Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
ENTERTAINMENT SERVICES-CO	1		0	0	0	0	0	2,000.00

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-4140-53979	Special Events	61123E		100.00%	2,000.00

REQ000793	PARK COFFEE SHOP STRUCTURAL FINISHIN MARK - MARK'S WELDING SERVICE	Approved	Alexander Merkel City Manager	6/7/2023	0	9,570.00
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Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
PARK COFFEE SHOP STRUCTURA	1		0	0	0	0	0	9,570.00

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
280-5606-59300	CONSTRUCTION COSTS			100.00%	9,570.00

REQ000794	PARK COFFEE SHOP-STAINLESS WORK TAE MARK - MARK'S WELDING SERVICE	Approved	Alexander Merkel City Manager	6/8/2023	0	5,500.00
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Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
PARK COFFEE SHOP-STAINLESS	1		0	0	0	0	0	5,500.00

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
280-5606-59300	CONSTRUCTION COSTS			100.00%	5,500.00

Requisition Summary Report

Issued Date Range 06/01/2023 - 06/30/2023

Requisition Number	Description Vendor	Status	Requested by Approved By	Issue Date	Trade Discount	Dist Amount
REQ000795	COPY PAPER AMABUS - AMAZON CAPITAL SERVICES INC	Approved	REGINA NEWCOMB Director of Admin. Services	6/9/2023	0	1,308.00

Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
COPY PAPER	1		0	0	0	0	0	1,308.00

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-1130-53011	Operating Supplies			100.00%	1,308.00

REQ000797	CANON LENSE AMABUS - AMAZON CAPITAL SERVICES INC	Approved	REGINA NEWCOMB Director of Admin. Services	6/12/2023	0	2,858.90
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Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
CANON LENSE	1		0	0	0	0	0	2,858.90

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
550-6100-53018	Computer Hardware & Suppli			100.00%	2,858.90

REQ000799	WORLD SPACE PROGRAM- ENRICHMENT / FOUN - WORLD SPACE FOUNDATION	Approved	ANGEL MORALES Director of Comm. Services	6/13/2023	0	2,200.00
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Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
WORLD SPACE PROGRAM- ENRI	1		0	0	0	0	0	2,200.00

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
263-3320-53111	Contract Services - Private			100.00%	2,200.00

REQ000800	Movies in the park 2023 VISEXP - THE VISION EXPERIENCE	Approved	ADRIANA DOMINGUEZ City Manager	6/13/2023	0	7,500.00
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Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
Movies in the park 2023	1		0	0	0	0	0	3,750.00

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-4140-53979	Special Events	62124E		100.00%	7,500.00

REQ000803	Advertising Classes SOUCAL - SOUTHERN CALIFORNIA NEWS GROUP	Approved	ADRIANA DOMINGUEZ Director of Comm. Services	6/15/2023	0	1,206.00
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Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
Advertising Classes	1		0	0	0	0	0	1,206.00

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
263-3320-53411	Printing & Publishing	100023E		100.00%	1,206.00

Requisition Summary Report

Issued Date Range 06/01/2023 - 06/30/2023

Requisition Number	Description Vendor	Status	Requested by Approved By	Issue Date	Trade Discount	Dist Amount
REQ000804	Canopies - Community Services Replacement THESAU - THE SAUCE CREATIVE SERVICES CORP	Approved	ADRIANA DOMINGUEZ Director of Comm. Services	6/15/2023	0	2,202.00

Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
Canopies - Community Services	1		0	0	0	0	0	2,202.00

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-4140-53415	Community Outreach			100.00%	2,202.00

REQ000805	STAGE SERVICES FOR 6/14 & 6/21 CONCESSIONS ANGAUD - ANGELCOM AUDIO	Approved	ANGEL MORALES Director of Comm. Services	6/20/2023	0	3,350.00
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Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
STAGE SERVICES FOR 6/14 & 6/21 CONCESSIONS	1		0	0	0	0	0	3,350.00

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-4140-53979	Special Events	61123E		100.00%	3,350.00

REQ000806	ICE MAKER-PARK COFFEE SHOP NEWASI - NEW ASIA FSE, INC.	Approved	Alexander Merkel City Manager	6/21/2023	0	6,187.55
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Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
ICE MAKER-PARK COFFEE SHOP	1		0	0	0	0	0	-

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-4100-54585	Furniture/Office Equipment			100.00%	6,187.55

REQ000807	EMERGENCY TRANSFORMER & PANEL UPGRADE FECELE - F.E.C. ELECTRIC INC.	Approved	Alexander Merkel City Manager	6/21/2023	0	14,500.00
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Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
EMERGENCY TRANSFORMER & PANEL UPGRADE	1		0	0	0	0	0	-

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-3330-53822	Park Maintenance & Repair			100.00%	14,500.00

REQ000808	PARK AMPITHEATER ELECTRICAL FECELE - F.E.C. ELECTRIC INC.	Approved	Alexander Merkel City Manager	6/21/2023	0	16,350.00
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Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
PARK AMPITHEATER ELECTRICAL	1		0	0	0	0	0	-

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-5596-59300	Construction Costs			100.00%	16,350.00

Requisition Summary Report

Issued Date Range 06/01/2023 - 06/30/2023

Requisition Number	Description Vendor	Status	Requested by Approved By	Issue Date	Trade Discount	Dist Amount
REQ000810	RADIO SIGNAL REPEATER RENTAL JULY 3R SJM - SJM INDUSTRIAL RADIO	Approved	Alexander Merkel Director of Admin. Services	6/26/2023	0	1,775.00

Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
RADIO SIGNAL REPEATER RENT	1		0	0	0	0	0	-

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
550-6100-53111	Contract Services - Private	61023E		100.00%	1,775.00

REQ000811	TBall City League BSNSPO - BSN SPORTS	Approved	ADRIANA DOMINGUEZ Director of Comm. Services	6/26/2023	0	2,069.00
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Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
TBall City League	1		0	0	0	0	0	2,069.00

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-4110-53980	Sports Activities			100.00%	2,069.00

REQ000812	TBall City League Jersey ACTDES - ACTION DESIGNZ, LLC	Approved	ADRIANA DOMINGUEZ Director of Comm. Services	6/26/2023	0	3,207.94
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Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
TBall City League Jersey	1		0	0	0	0	0	3,207.94

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-4110-53980	Sports Activities			100.00%	3,207.94

REQ000813	SOUND SERVICES FOR 3RD OF JULY EVENT ANGAUD - ANGELCOM AUDIO	Approved	ANGEL MORALES City Manager	6/27/2023	0	6,555.00
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Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
SOUND SERVICES FOR 3RD OF JL	1		0	0	0	0	0	6,555.00

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-4140-53979	Special Events	61024E		100.00%	6,555.00

REQ000814	BAND FOR 3RD OF JULY STAGE ENTERTAIN TEASE - EDGAR A. SALAS C/O TEASE	Approved	ANGEL MORALES Director of Comm. Services	6/27/2023	0	1,800.00
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Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
BAND FOR 3RD OF JULY STAGE E	1		0	0	0	0	0	1,800.00

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-4140-53979	Special Events	61024E		100.00%	1,800.00

Requisition Summary Report

Issued Date Range 06/01/2023 - 06/30/2023

Requisition Number	Description Vendor	Status	Requested by Approved By	Issue Date	Trade Discount	Dist Amount
REQ000815	BAND FOR 3RD OF JULY EVENT 2023 INDMUS - INDUSTRY MUSIC GROUP INC. C/O RUBEN GARCIA	Approved	ANGEL MORALES Director of Comm. Services	6/27/2023	0	1,500.00

Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
BAND FOR 3RD OF JULY EVENT 2	1		0	0	0	0	0	1,500.00

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-4140-53979	Special Events	61024E		100.00%	1,500.00

REQ000816	STAGE SERVICES FOR 6/28/23 CONCERT IN ANGAUD - ANGELCOM AUDIO	Approved	ANGEL MORALES Director of Comm. Services	6/27/2023	0	1,675.00
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Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
STAGE SERVICES FOR 6/28/23 C	1		0	0	0	0	0	1,675.00

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-4140-53979	Special Events	61123E		100.00%	1,675.00

REQ000817	ALPR CAMERAS FLOSAF - FLOCK SAFETY	Approved	Alexander Merkel City Council	6/28/2023	0	239,474.66
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Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
ALPR CAMERAS	1		0	0	0	0	0	-

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
263-3320-53111	Contract Services - Private			100.00%	239,474.66

REQ000818	WORLD SPACE PROGRAM ENRICHMENT C FOUN - WORLD SPACE FOUNDATION	Approved	ANGEL MORALES Director of Comm. Services	6/29/2023	0	2,150.00
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Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
WORLD SPACE PROGRAM ENRIC	1		0	0	0	0	0	2,150.00

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
263-3320-53111	Contract Services - Private			100.00%	2,150.00

REQ000819	ENTERTAINMENT SERVICES FOR CONCERT MELMAN - ULPIANO SERGIO REYES	Approved	ANGEL MORALES Director of Comm. Services	6/29/2023	0	1,500.00
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Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
ENTERTAINMENT SERVICES FOR	1		0	0	0	0	0	1,500.00

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-4140-53979	Special Events	61124E		100.00%	1,500.00

Requisition Summary Report

Issued Date Range 06/01/2023 - 06/30/2023

Requisition Number	Description	Status	Requested by	Issue Date	Trade	Discount	Dist Amount
REQ000821	VENDOR ENTERTAINMENT SERVICES FOR CONCERT MATGRE - MATTHEW GREY PHAIRAS	Approved	Approved By ANGEL MORALES Director of Comm. Services	6/29/2023		0	1,500.00

Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
ENTERTAINMENT SERVICES FOR	1		0	0	0	0	0	1,500.00

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-4140-53979	Special Events	61124E		100.00%	1,500.00

Requisition Count:	31	TOTAL	387,892.05
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City of La Puente AGENDA REPORT

To: Mayor and City Council

For meeting of: July 25, 2023

From: Bob Lindsey, City Manager

By: John Di Mario, Development Services Director
William C. Pagett, City Engineer

SUBJECT: CONSIDERATION OF AWARD OF CONSTRUCTION CONTRACT TO ELEC NOR BELCO ELECTRIC, INC. FOR THE PEDESTRIAN HYBRID SIGNAL (HAWK) INSTALLATION ON HACIENDA BOULEVARD AT PRICHARD STREET IN THE AMOUNT OF \$247,286

BACKGROUND

In 2015, the City installed a new high-visibility crosswalk on Hacienda Boulevard at Prichard Street to improve pedestrian safety, particularly for students crossing the street on the way to and from La Puente High School. Solar-powered Rectangular Rapid Flashing Beacons (RRFBs) and pedestrian crossing signs mounted on 16-foot tall posts were installed along with intersection bulb-outs constructed as part of the crosswalk improvements.

Since then, La Puente Park has undergone tremendous improvements that now draw large numbers of visitors participating in the youth sports leagues and enjoying the park amenities every weekend. As a result, the City expanded the parking area which serves the Park to include marked on-street parking stalls along Hacienda Boulevard. Due to the increased park activity and pedestrian crossings on Hacienda Boulevard at Prichard Street, staff recommended that the RRFBs be upgraded to a new Pedestrian Hybrid Signal, also known as a “HAWK” signal.

Somewhat similar to the RRFBs, HAWK signals are pedestrian activated traffic signals that allow pedestrians to cross the road safely, operating in a YELLOW-RED-FLASHING RED sequence to alert motorists that pedestrians need to cross the street. The HAWK signals are mounted on mast arms above the crosswalk and are more visible from a distance, than the sidewalk mounted RRFB’s. Thus, the HAWK signals are considered a safety enhancement over the RRFBs.

DISCUSSION

On May 23, 2023, the Council authorized the Pedestrian Hybrid Signal (HAWK) Installation on Hacienda Boulevard at Prichard Street project to be advertised for formal bid. The Engineer’s estimate for construction was \$255,000.

The Project consists of the removal of the existing RRFB system and installation of a new HAWK signal, including new electrical service and cabinet and related pedestrian signage and pavement markings.

The bid opening was conducted on June 27, 2023. Out of the five contractors that requested the bid documents, the City received just one (1) bid for the project. The bid result is as follows:

Elecnor Belco Electric, Inc.	\$247,286.00
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After the process of verifying the contractor's bid submittal, references were contacted for Elecnor Belco Electric, Inc. References confirmed that the contractor's prior work was completed satisfactorily. Elecnor Belco Electric has been determined to be the lowest responsible bidder for the project.

This project has a 180 calendar days allotment to procure materials. Based on the scope of work to be completed, Project should take approximately thirty (30) working days to complete after the date the contractor is issued the notice to proceed.

FISCAL IMPACT

This project is included in the Fiscal Year 2023-24 Capital Improvement Budget in the amount of \$305,000.00 with funding from Measure M funds. The bid schedule for construction of this Project totals \$247,286. With a 10 percent (10%) project contingency of \$24,729, the total construction project budget is \$272,015. With the associated cost for contract administration and inspection estimated to be \$27,000, the total estimated project cost is \$299,015.00.

There is no impact to the City's General Fund associated with this project.

RECOMMENDATION

It is recommended that the City Council: (1) award the contract to Elecnor Belco Electric, Inc. in the amount of \$247,286; and (2) authorize the City Manager to execute the Agreement and approve change orders up to 10% of the original bid amount.

ATTACHMENTS

Attachment "A": Agreement

CITY OF LA PUENTE
CONTRACT AGREEMENT
FOR
PEDESTRIAN HYBRID SIGNAL (HAWK) INSTALLATION
ON HACIENDA BOULEVARD AT PRICHARD STREET
IN THE CITY OF LA PUENTE

This contract agreement is made and entered into for the above-stated project this 25th day of July, 2023, by and between the City of La Puente, as AGENCY and Elecnor Belco Electric Inc., a California corporation, as Contractor.

WITNESSETH that AGENCY and Contractor have mutually agreed as follows:

ARTICLE I

The Contract Documents for the aforesaid project shall consist of the Notice Inviting Sealed Bids, Instructions to Bidders, Proposal, General Specifications, Standard Specifications, Special Provisions, Plans, and all referenced specifications, details, standard drawings, and appendices; together with this contract agreement and all required bonds, insurance certificates, permits, notices, and affidavits and also including any and all addenda or supplemental agreements clarifying, amending, or extending the work contemplated as may be required to ensure its completion in an acceptable manner. All of the provisions of said Contract Documents are made a part hereof as though fully set forth herein.

ARTICLE II

For and in consideration of the payments and agreements to be made and performed by AGENCY, Contractor agrees to furnish all materials and perform all work required for the above-stated project and to fulfill all other obligations as set forth in the aforesaid contract documents.

ARTICLE III

Contractor agrees to receive and accept the prices set forth in the Proposal as full compensation for furnishing all materials, performing all work, and fulfilling all obligations hereunder. Said compensation shall cover all expenses, losses, damages, and consequences arising out of the nature of the work during its progress or prior to its acceptance including those for well and faithfully completing the work and the whole thereof in the manner and time specified in the aforesaid contract documents and also including those arising from actions of the elements, unforeseen difficulties, or obstructions encountered in the prosecution of the work and also including those arising from actions of the elements, unforeseen difficulties, or obstructions encountered in the prosecution of the work, suspension, or discontinuance of the work and all other unknowns or risks of any description connected with the work.

ARTICLE IV

AGENCY hereby promises and agrees to employ and does hereby employ, Contractor to provide the materials, do the work and fulfill the obligations according to the terms and conditions herein contained and referred to, for the prices aforesaid and hereby contracts to pay the same at the time, in the manner and upon the conditions set forth in the contract documents.

ARTICLE V

Contractor acknowledges the provisions of the State Labor Code requiring every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code and certifies compliance with such provisions. Contractor further acknowledges the provisions of the State Labor Code requiring every employer to pay at least the minimum prevailing rate of per diem wages for each craft classification or type of workman needed to execute this contract as determined by the Director of Labor Relations of the State of California.

ARTICLE VI

Contractor agrees to indemnify and hold harmless AGENCY and all of its officers and agents from any claims, demands, or causes of action including related expenses, attorney's fees, and costs based on, arising out of, or in any way related to the work undertaken by Contractor hereunder. In the event the insurance coverage is on a claims made basis the Contractor shall indemnify and hold harmless the AGENCY and all of its officers and agents from any and all claims, demands, or causes of action that arise after the expiration of the Contractor's current policy or after the service contract has ended, for any occurrences arising out of or any way related to the work undertaken by the Contractor. The liability insurance coverage values shall be:

<u>Insurance Coverage Requirements</u>	<u>Limit Requirements</u>
Comprehensive General Liability	\$1,000,000
Product/Completion Operations	\$1,000,000
Contractual General Liability	\$1,000,000
Comprehensive Automobile Liability	\$1,000,000

A combined single-limit policy with aggregate limits in the amount of \$2,000,000 will be considered equivalent to the required minimum limits. The issuer shall be an "admitted surety insurer" duly authorized to transact business under the laws of the State of California.

Acceptable insurance coverage shall be placed with carriers admitted to write insurance in California with a rating of A:VIII by A.M. Best & Co. Any deviation from this rule shall require specific approval in writing from the AGENCY.

Insurance shall name the City of La Puente, its officers, agents, and employees as additional insured by endorsement of the Contractor's policy. A copy of the

endorsement, showing policy limits, shall be provided to the AGENCY on or before signing this contract.

ARTICLE VII

Contractor affirms that the signatures, titles, and seals set forth hereinafter the execution of this contract agreement represent all individuals, firm members, partners, joint venturers, and/or corporate officers having a principal interest herein.

ARTICLE VIII

BLANK

ARTICLE IX

Records and Audits. The Contractor shall maintain accounts and records, including personnel, property, and financial records, adequate to identify and account for all costs pertaining to the contract and such other records as may be deemed necessary by the AGENCY to assure proper accounting for all project funds, both federal and non-federal shares. These records will be made available for audit purposes to the AGENCY or any authorized representative and will be retained for 5 years after the expiration of this Contract unless permission to destroy them is granted by the AGENCY.

IN WITNESS WHEREOF, the parties hereto for themselves, their heirs, executors, administrators, successors, and assigns do hereby agree to the full performance of the covenants herein contained and have caused this contract agreement to be executed in duplicate by setting hereunto their names, titles, hands, and seals this _____ day of _____, 20____.

Contractor: _____
(Signature)

Name and Title (Printed) _____

Contractor's License No. _____

Agency Business License No. _____

Federal Tax Identification No. _____

Note: Contractor signature must be acknowledged before a Notary Public, and evidence of the authority of any person signing as attorney-in-fact must be attached.

AGENCY: _____
City Manager of the City of La Puente

Attested: _____
City Clerk of the City of La Puente

Date _____

Approved
as to form: _____
City Attorney of the City of La Puente

Date _____

FAITHFUL PERFORMANCE BOND
FOR
PEDESTRIAN HYBRID SIGNAL (HAWK) INSTALLATION
ON HACIENDA BOULEVARD AT PRICHARD STREET
IN THE CITY OF LA PUENTE

KNOW ALL MEN BY THESE PRESENTS that Elecnor Belco Electric Inc. as
CONTRACTOR and _____,
a corporation organized and existing under the laws of the State of _____,
and duly authorized to transact business under the laws of the State of California, as SURETY, are held and firmly bound unto
the City of La Puente, as AGENCY, in the penal sum of Two Hundred Forty-Seven Thousand Two Hundred Eighty-Six Dollars
(\$247,286.00), which is 100 percent of the total contract amount for the above-stated project, for the payment of which sum,
CONTRACTOR and SURETY agree to be bound, jointly and severally, firmly by these presents.

THE CONDITIONS OF THIS OBLIGATION ARE SUCH that, whereas CONTRACTOR has been awarded and is about to enter
into the annexed Contract Agreement with AGENCY for the above-stated project, if CONTRACTOR faithfully performs and fulfills
all obligations under the contract documents in the manner and time specified therein, then this obligation shall be null and void,
otherwise it shall remain in full force and effect in favor of AGENCY; provided that any alterations in the obligations or time for
completion made pursuant to the terms of the Contract Documents shall not in any way release either CONTRACTOR or
SURETY, and notice of such alterations is hereby waived by SURETY.

IN WITNESS WHEREOF, three (3) identical counterparts of this instrument, each of which shall for all purposes be deemed an
original hereof, have been duly executed by Bidder and Surety, on the date set forth below, the name of each corporate party
being hereto affixed and these presents duly signed by its undersigned representative(s) pursuant to authority of its governing
body.

Dated: _____

BIDDER: Name: _____

Address: _____

By: _____
(Signature)

Type Name and Title _____

SURETY: Name: _____

Address: _____

By: _____
(Signature)

Type Name and Title: _____

Note: This bond must be executed in duplicate and dated, all signatures must be acknowledged before a Notary Public, and evidence of the authority of any person signing as attorney-in-fact must be attached.

MATERIAL AND LABOR BOND
FOR
PEDESTRIAN HYBRID SIGNAL (HAWK) INSTALLATION
ON HACIENDA BOULEVARD AT PRICHARD STREET

IN THE CITY OF LA PUENTE

KNOW ALL MEN BY THESE PRESENTS that Elecnor Belco Electric, Inc., as CONTRACTOR, and _____, a corporation organized and existing under the laws of the State of _____, and duly authorized to transact business under the laws of the State of California, as SURETY, are held and firmly bound unto the City of La Puente, as AGENCY, in the penal sum of Two Hundred Forty-Seven Thousand Two Hundred Eighty-Six Dollars (\$247,286.00), which is 100 percent of the total contract amount for the above-stated project, for payment of which sum, CONTRACTOR and SURETY agree to be bound, jointly and severally, firmly by these presents.

THE CONDITIONS OF THIS OBLIGATION ARE SUCH that, whereas CONTRACTOR has been awarded and is about to enter into the annexed Contract Agreement with AGENCY for the above-stated project, if CONTRACTOR or any subcontractor fails to pay for any labor or material of any kind used in the performance of the work to be done under said contract, or fails to submit amounts due under the State Unemployment Insurance Act with respect to said labor, SURETY will pay for the same in an amount not exceeding the sum set forth above, which amount shall inure to the benefit of all persons entitled to file claims under the State Code of Civil Procedures; provided that any alterations in the work to be done, materials to be furnished, or time for completion made pursuant to the terms of the contract documents shall not in any way release either CONTRACTOR or SURETY, and notice of said alterations is hereby waived by SURETY.

IN WITNESS WHEREOF, three (3) identical counterparts of this instrument, each of which shall for all purposes be deemed an original hereof, have been duly executed by Bidder and Surety, on the date set forth below, the name of each corporate party being hereto affixed and these presents duly signed by its undersigned representative(s) pursuant to authority of its governing body.

Dated: _____

BIDDER: Name: _____

Address: _____

By: _____
(Signature)

Type Name and Title _____

SURETY: Name: _____

Address: _____

By: _____
(Signature)

Type Name and Title: _____

Note: This bond must be executed in duplicate and dated, all signatures must be acknowledged before a Notary Public, and evidence of the authority of any person signing as attorney-in-fact must be attached.



City of La Puente AGENDA REPORT

To: Mayor and City Council

For meeting of: July 25, 2023

From: Bob Lindsey, City Manager

By: Alex Bauman, Director of Community Services

SUBJECT: CONSIDERATION OF A RESOLUTION APPROVING ACCEPTANCE OF THE \$200,000 LOCAL AGING AND DISABILITY ACTION PLANNING (LADAP) GRANT FUNDS ADMINISTERED BY THE CALIFORNIA DEPARTMENT OF AGING (CDA)

BACKGROUND

The California Department of Aging (CDA) awarded nearly \$3 million to 15 organizations to plan and develop local age- and disability-friendly action plans. The City of La Puente was one of the organizations selected to receive funding. The local plans funded under the Local Aging & Disability Action Planning (LADAP) grant program aim to improve community livability and address the current, emerging, and future needs of California's older adults, people with disabilities, and caregivers through cross-sector collaboration and transformational systems change.

CDA's programs, planning, and partnerships aim to expand culturally relevant and accessible services to older adults, people with disabilities, caregivers, and families, address health and other inequities that can become cumulative with age and combat racism, ageism, ableism, and biases in aging and disability systems of care.

By 2030, 10.8 million Californians will be age 60 or over, representing one quarter of the state's population. This growth rate is larger than any other age group. Older adults have many essential roles in California's communities: workers, business owners, volunteers, community leaders, mentors, lifelong learners, neighbors, friends, family members, and more. Each of these roles can provide a vital sense of purpose at any age. However, over two million Californians aged 60 and over are economically insecure, struggling to afford the rising costs of housing, health, and care. Almost 30% of older Californians are considered poor or near poor, and significant economic disparities exist and older Californians are the fastest growing age group experiencing homelessness.

DISCUSSION

Grant recipients will develop local age- and disability-friendly plans that will:

- Improve community livability for people of all ages and abilities centered on equity, cultural competency, community engagement, and disability inclusion principles and practices.
- Combat racism, ageism, ableism, and biases in aging and disability systems of care.
- Address health and other inequities that can become cumulative with age.

- Elevate the strengths and voices of community members who are aging and/or living with a disability.
- Communicate a clear vision and strategic priorities for building and sustaining an age and disability-friendly community.
- Strengthen the collective capacity of the community to address the current, emerging, and future aging and disability-related needs through cross-sector collaboration, defined as the intentional collaboration between two or more sectors to accomplish community goals and achieve community-level outcomes.
- Transform the infrastructure and coordination of services and supports serving older adults, people with disabilities, and professional and family caregivers across sectors.
- Guide government and non-government programs, services, policy, and funding.
- Build, enhance, and facilitate shared leadership, partnerships, and collaborations with diverse agencies, groups, and stakeholders to identify and act on shared values, mutual goals, and opportunities.

FISCAL IMPACT

To support the community-wide activities and strategies described above, grant funds allocated through this opportunity are intended to support a community's cost in planning and developing a Local Plan. Funding may be used to hire a consultant and engage aging, disability, diversity, equity, and inclusion (DEI), and community engagement subject matter experts (SMEs) to support the planning and developing a Local Plan. Grant funding must be expended during the grant's project period.

There are no matching requirements for the awarded grant funds.

RECOMMENDATION

It is recommended that the City Council approve Resolution No. 23-5817 approving the application for grant funds.

ATTACHMENTS

Attachment "A": Resolution No. 23-5817

RESOLUTION NO. 23-5817

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA PUENTE, CALIFORNIA, APPROVING THE APPLICATION FOR GRANT FUNDS FOR THE LOCAL AGING AND DISABILITY ACTION PLANNING GRANT ADMINISTERED BY THE CALIFORNIA DEPARTMENT OF AGING FOR THE CREATION OF A LOCAL AGING AND DISABILITY ACTION PLAN

WHEREAS, the Governor of the State of California issued an Executive Order (EO) in June 2019 calling for the creation of a Master Plan for Aging (MPA) which affirmed the priority of the health and well-being for older Californians and the need for policies that promote healthy aging and called for a “blueprint” for state government, local government, the private sector, and philanthropy to prepare the state for the coming demographic changes and to continue California’s leadership in aging, disability, and equity; and

WHEREAS, the California Department of Aging (CDA) has been delegated the responsibility for the administration of the grant program in its jurisdiction, setting up necessary procedures; and

WHEREAS, said procedures established by the CDA require the Applicant’s Governing Body to certify by resolution the approval of the Application before submission of said Application to the State; and

WHEREAS, the Applicant will enter into a contract with the State of California for the Project.

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

SECTION 1. Approves the filing of an Application for local assistance funds from the CDA Local Aging and Disability Action Planning Grant Program for the creation of a Local Aging and Disability Action Plan.

SECTION 2. Certifies that the Plan will be consistent with the goals of Local Aging and Disability Action Planning Grant.

SECTION 3. Certifies that the Application has or will have sufficient funds to operate and maintain the Plan that is being submitted for funding consideration.

SECTION 4. Certifies that the Applicant has reviewed and understands the General Requirements and General Policies of the Local Aging and Disability Action Planning Grant Program Guidelines.

SECTION 5. Appoints the City Manager (or authorized representative) as agent to conduct all negotiations, execute, and submit all documents including, but not limited to Applications, agreements, payment requests and so on, which may be necessary for the completion of the Project.

SECTION 7. 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 8. 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 25th day of July, 2023, by the following vote:

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

Charlie Klinakis, Mayor

ATTEST:

Martha Torres, MPA, City Clerk



City of La Puente

AGENDA REPORT

To: Mayor and City Council For meeting of: July 25, 2023

From: Bob Lindsey, City Manager

By: Troy O. Grunklee, CPA, Director of Administrative Services
Alex Merkel Medina, Finance Manager

SUBJECT: PRESENTATION OF JUNE 2023 BUDGET REPORT

BACKGROUND

The City Council adopted the Fiscal Year 2022-2023 Budget and Capital Improvement Program on May 16, 2022. The attached report examines fiscal activity taking place during the month of June 2023 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 June 30, 2023, one hundred (100) percent of the fiscal year has elapsed.

REVENUES

General Fund revenues year-to-date are 93.4% of budget, a minor decrease from 97.8% at this time last fiscal year. This is primarily attributable to diminished performance in *Sales & Use Tax* and *Measure LP*, which each show year to date results of 78.9% of budget. It is important to note that although the fiscal year has concluded from a calendar perspective, transactions pertaining to FY 2022-2023 will continue to be posted to the period for the next sixty (60) days in accordance with governmental accounting standards. As such, the sales tax accounts will record two (2) more monthly remittances each. Staff remains hopeful that increases in retail activity in the final months of FY 2022-2023 will bring these figures into closer alignment with previous expectations.

The other largest General Fund source, *Property Tax*, remains a strong contributor to the agency's revenue portfolio with year-to-date collections of \$7,501,108 or 102.8% of budget. *Property Tax* will also continue to accrue revenue to FY 2022-2023 over the coming months, although in much more modest amounts in comparison to *Sales & Use Tax*.

EXPENDITURES

In aggregate of all funds, operating expenditures are 81.6% of budget as opposed to 79.2% on June 30, 2022. This reflects a relatively stable expenditure pattern. In the General Fund, these figures are 92% and 89.4%, respectively, and 67% and 68.6% for the special revenue funds.

Much like revenues, the expenditure accounts will continue to accrue expenses pertinent to the FY 2022-2023 period for the next several months, and fluctuations will be noted. Final financial reporting for FY 2022-2023 will occur after the annual audit and will be presented to the City Council in the form of the agency's Annual Consolidated Financial Report (ACFR) this upcoming winter.

RECOMMENDATION

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

ATTACHMENTS

Attachment "A": Monthly Budget Report – June 2023

CITY OF LA PUENTE
Monthly Budget Report - May 2023
Statement of Revenues
100% of the Fiscal Year Complete

	FY 2022-2023 BUDGET	FY 2022-2023 YTD ACTUAL	%	FY 2021-2022 BUDGET	FY 2021-2022 YTD ACTUAL	%
GENERAL FUND						
Property Tax	7,299,700	7,501,108	102.8%	6,865,300	7,073,668	103.0%
Sales Tax	3,742,000	2,950,743	78.9%	3,538,700	3,226,197	91.2%
Sales Tax - Measure LP	3,586,000	2,828,975	78.9%	3,013,000	3,009,253	99.9%
Other Taxes and Assesments	1,568,300	1,487,148	94.8%	1,483,600	1,388,968	93.6%
Licenses and Permits	530,400	859,970	162.1%	537,400	630,045	117.2%
Fines and Forfeitures	307,500	469,068	152.5%	272,500	387,075	142.0%
Use of Money	200,000	267,060	133.5%	190,000	245,148	129.0%
Intergovernmental	300,000	239,625	79.9%	546,000	437,437	80.1%
Charges for Services	622,900	888,547	142.6%	646,700	731,007	113.0%
Other	637,700	57,749	9.1%	437,100	22,066	5.0%
TOTAL GENERAL FUND	18,794,500	- 17,549,994	93.4%	17,530,300	17,150,863	97.8%
SPECIAL REVENUE FUNDS						
Gas Tax	1,162,900	873,015	75.1%	1,059,700	883,254	83.3%
RMRA (SB1)	916,800	622,752	67.9%	800,300	665,308	83.1%
Measure M	692,500	741,291	107.0%	580,600	721,676	124.3%
Measure R	611,400	655,306	107.2%	512,700	637,716	124.4%
Prop A Fund	1,033,500	1,087,739	105.2%	927,100	1,059,956	114.3%
Prop C Fund	819,200	873,993	106.7%	687,500	851,740	123.9%
AQMD	77,000	82,224	106.8%	77,000	38,374	49.8%
Miscellaneous Grants	5,046,600	5,159,600	102.2%	228,000	229,676	100.7%
Lighting & Landscape Maintenance District	920,300	970,977	105.5%	878,400	865,890	98.6%
CDBG	446,200	294,728	66.1%	477,600	367,182	76.9%
PEG Access	35,600	28,187	79.2%	35,600	30,040	84.4%
Supplemetal Law Enforcement Fund	160,000	165,271	103.3%	140,000	161,285	115.2%
American Rescue Plan Act Fund	4,738,200	7,449,493	100.0%	4,738,255	4,738,255	100.0%
Other Special Revenue	1,257,400	584,117	46.5%	1,716,800	823,875	48.0%
TOTAL SPECIAL REVENUE FUNDS	17,917,600	19,588,692	109.3%	12,859,555	12,074,227	93.9%
CAPITAL PROJECTS & DEBT SERVICE FUNDS						
Citywide Debt Service	743,800	743,801	100.0%	627,800	613,412	0.0%
2019A Debt Service	262,800	56,419	21.5%	263,600	263,638	0.0%
2019B Debt Service	235,400	50,200	21.3%	230,400	230,400	0.0%
Capital Projects	53,300	580,030	1088.2%	53,500	3,812,143	7125.5%
Series 2019A Capital Project	-	-	0.0%	-	-	0.0%
Series 2019 B Capital Project	-	-	0.0%	-	-	0.0%
TOTAL CAP. PROJ. & DEBT SERVICE FUNDS	1,295,300	- 1,430,450	110%	1,175,300	4,919,593	418.6%
SUCCESSOR AGENCY						
Successor Agency to the LPCDC	677,300	664,456	98.1%	601,000	680,010	113.1%
PROPRIETARY FUNDS						
Sewer Construction/Maintenance Fund	1,461,000	1,324,454	90.7%	1,375,000	1,293,618	94.1%
Equipment Replacement Fund	188,000	251,947	134.0%	161,000	280,963	174.5%
Vehicle Maintenance & Replacement Fund	420,000	459,762	109.5%	188,200	443,380	235.6%
TOTAL REVENUES	40,753,700	41,269,755	101.3%	33,890,355	36,842,654	108.7%

CITY OF LA PUENTE
Monthly Budget Report - May 2023
Statement of Operating Expenditures
100% of the Fiscal Year Complete

	FY 2022-2023 BUDGET	FY 2022-2023 YTD ACTUAL	%	FY 2021-2022 BUDGET	FY 2021-2022 YTD ACTUAL	%
GENERAL FUND						
General Government	1,699,000	1,486,689	87.5%	1,422,800	1,600,406	112.5%
Administrative Services	1,580,900	2,397,324	151.6%	1,586,400	1,377,032	86.8%
General Services	249,800	230,693	92.4%	247,300	229,493	92.8%
Public Safety	10,278,100	8,233,069	80.1%	9,973,000	7,951,692	79.7%
Development Services	2,219,000	3,082,933	138.9%	1,895,000	2,269,972	119.8%
Community Services	1,943,400	1,869,620	96.2%	1,772,900	1,511,495	85.3%
Transfers	824,300	-	0.0%	692,900	778,539	112.4%
TOTAL GENERAL FUND	18,794,500	17,300,327	92.0%	17,590,300	15,718,629	89.4%
SPECIAL REVENUE FUNDS						
Gas Tax	1,158,400	764,502	66.0%	1,023,200	1,013,866	99.1%
RMRA/SB1	25,400	23,266	91.6%	23,100	23,227	100.5%
Measure M	486,500	211,807	43.5%	472,200	411,718	87.2%
Measure R	509,700	244,600	48.0%	489,800	445,397	90.9%
Prop A	1,362,500	899,502	66.0%	896,800	723,424	80.7%
Prop C	77,500	47,117	60.8%	68,700	72,886	106.1%
AQMD	151,700	124	0.1%	121,100	14,528	12.0%
Lighting & Landscape Maintenance District	942,700	862,805	91.5%	928,200	863,258	93.0%
CDBG	445,600	296,934	66.6%	477,600	372,978	78.1%
CDBG CARES Fund	-	-	0.0%	-	20,315	0.0%
State CARES Act Fund	-	-	0.0%	-	23,460	0.0%
Supplemental Law Enforcement Fund	160,000	50,500	31.6%	140,000	37,910	0.0%
PEG Access	28,000	19,942	71.2%	92,500	91,818	99.3%
American Rescue Plan Act Fund	3,900,700	2,355,532	60.4%	3,413,200	1,591,356	0.0%
Other Special Revenue	286,200	615,100	214.9%	333,200	108,701	32.6%
TOTAL SPECIAL REVENUE FUNDS	9,534,900	6,391,731	67.0%	8,479,600	5,814,841	68.6%
CAPITAL PROJECTS & DEBT SERVICE FUNDS						
Citywide Debt Service Fund	743,800	743,801	100.0%	642,100	627,765	0.0%
Capital Projects	53,500	53,287	99.6%	53,500	97,151	181.6%
Series 2019A Debt Service	262,800	262,838	89.6%	263,600	263,638	0.0%
Series 2019 B Debt Service	235,400	235,400	100.0%	230,400	230,400	0.0%
TOTAL CAP. PROJ. & DEBT SERVICE FUNDS	1,295,500	1,295,326	100.0%	1,189,600	1,218,953	102.5%
SUCCESSOR AGENCY						
Successor Agency to the LPCDC	1,066,400	485,654	45.5%	1,004,800	419,555	41.8%
PROPRIETARY FUNDS						
Sewer Construction/Maintenance Fund	1,369,300	376,466	27.5%	1,623,400	294,415	18.1%
Equipment Replacement Fund	187,000	306,976	164.2%	161,000	235,803	146.5%
Vehicle Maintenance & Replacement Fund	420,000	493,483	117.5%	352,200	388,610	110.3%
TOTAL OPERATING EXPENDITURES	32,667,600	26,649,963	81.6%	30,400,900	24,090,806	79.2%



City of La Puente AGENDA REPORT

To: Mayor and City Council For meeting of: July 25, 2023

From: Bob Lindsey, City Manager

By: John Di Mario, Director of Development Services
Abraham Tellez, Planning Manager

SUBJECT: UPDATE AND DISCUSSION REGARDING GRANTS FOR CITY CAPITAL
IMPROVEMENT PROJECTS

BACKGROUND/DISCUSSION

City Staff will provide an update on the progress of seeking grants and other funds for City capital improvement projects.

FISCAL IMPACT

None.

RECOMMENDATION

It is recommended that the City Council receive the update and provide any necessary direction to Staff.

ATTACHMENTS

None.



City of La Puente AGENDA REPORT

To: Mayor and City Council For meeting of: July 25, 2023

From: Bob Lindsey, City Manager

By: Kimberly Cardona, Community Engagement Supervisor

SUBJECT: UPDATE AND DISCUSSION REGARDING LA PUENTE COMMUNITY
FOUNDATION PROGRAMMING

BACKGROUND/DISCUSSION

City Staff will provide an update on programming within La Puente Community Foundation.

FISCAL IMPACT

None.

RECOMMENDATION

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

ATTACHMENTS

None.



City of La Puente AGENDA REPORT

To: Mayor and City Council For meeting of: July 25, 2023

From: Bob Lindsey, City Manager

By: Steve Overstreet, Communications/Information Technology Analyst

SUBJECT: PRESENTATION OF THE CITY'S JULY 3, 2023, FORTUNATO JIMENEZ
INDEPENDENCE DAY EVENT

BACKGROUND/DISCUSSION

City Staff will provide a presentation on the 2023 Fortunato Jimenez Independence Day event.

FISCAL IMPACT

None.

RECOMMENDATION

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

ATTACHMENTS

None.



City of La Puente AGENDA REPORT

To: Mayor and City Council

For meeting of: July 25, 2023

From: Bob Lindsey, City Manager

SUBJECT: DISCUSSION AND DIRECTION REGARDING POLICIES RELATED TO CITY COUNCIL APPAREL/DRESS CODE AND TITLE 2 OF THE LA PUENTE MUNICIPAL CODE (MAYOR KLINAKIS AND MAYOR PRO TEM MUNOZ)

BACKGROUND/DISCUSSION

City Staff is requesting the City Council discuss and provide direction to Staff regarding City Council Apparel/Dress Code and Title 2 (“Administration”) of the La Puente Municipal Code.

Attached as Attachment “A” is Resolution No. 12-5035, which adopted an Official City Apparel policy for Council Members and Planning Commissioners. Also attached as Attachment “B” is Title 2 of the City’s Municipal Code.

FISCAL IMPACT

None.

RECOMMENDATION

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

ATTACHMENTS

Attachment “A”: Resolution No. 12-5035

Attachment “B”: City of La Puente Municipal Code, Title 2

RESOLUTION NO. 12-5035

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LA PUENTE ADOPTING AN OFFICIAL CITY APPAREL
POLICY FOR MEMBERS OF THE CITY COUNCIL AND
PLANNING COMMISSION

WHEREAS, the La Puente City Council is charged with the responsibility of establishing municipal policies to guide the various functions of the City; and

WHEREAS, the City Council desires for members of the City Council and Planning Commission to be provided with official City apparel, for the purpose of identifying them at public events, while on City travel, when conducting City business, and in the performance of other official City duties; and

WHEREAS, the City Council desires to establish a policy which sets forth the parameters for provision of the apparel.

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

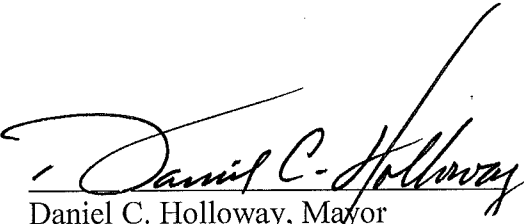
SECTION 1. The City Council hereby approves and adopts City Council Policy CC-5.1, Official City Apparel (Exhibit "A") which is attached hereto and incorporated herein by reference.

SECTION 2. 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.

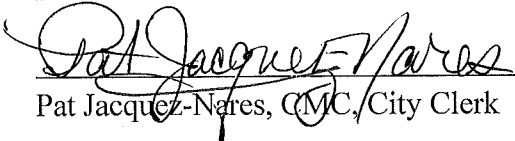
SECTION 3. That the City Clerk shall certify to the adoption of this Resolution and that the same shall be in full force and effect.

PASSED, APPROVED AND ADOPTED this 14th day of August 2012, by the following vote:

AYES: COUNCILMEMBERS: Holloway, Klinakis, Argudo, House, Lewis
NOES: COUNCILMEMBERS: None
ABSTAIN: COUNCILMEMBERS: None
ABSENT: COUNCILMEMBERS: None


Daniel C. Holloway, Mayor

ATTEST:


Pat Jacquez-Nares, CMC, City Clerk



CITY COUNCIL POLICY

NUMBER:

CC-5.1

SUBJECT:

**OFFICIAL CITY APPAREL FOR COUNCILMEMBERS AND
PLANNING COMMISSIONERS**

PAGE:

1 of 3

RESOLUTION NO: 12-5035

SUPERSEDES: Not Applicable

APPROVED: August 14, 2012 (Agenda Item E-8)

EFFECTIVE: August 14, 2012

1.0 PURPOSE

The purpose of this Official City Apparel Policy ("Policy") is to establish guidelines for the purchasing of official apparel for Councilmembers and Planning Commissioners.

2.0 APPLICATION OF POLICY

Members of the City Council and Planning Commissioners will be provided official City apparel in accordance with this Policy.

3.0 DEFINITIONS

The following definitions shall apply to this Policy:

- 3.1** "Member" shall mean a member of the City Council or the Planning Commission.
- 3.2** "Apparel" shall mean City-issued shirts and jackets with the City seal and Member's name and office embroidered onto the garment.
- 3.3** "Shirts" shall mean City-issued shirts with the City seal and Member's name and office embroidered onto the garment.
- 3.4** "Jackets" shall mean a City-issued jacket or windbreaker of a standard design and color with the City seal embroidered on the jacket.

4.0 GENERAL PROVISIONS

Apparel for Members shall be procured under the purchasing authority of the City Manager as set forth in the La Puente Municipal Code (the "Code"). Apparel vendors shall be selected in accordance with the purchasing policy of the City as set forth in the Code.

CITY OF LA PUENTE	<u>SUBJECT:</u> OFFICIAL CITY APPAREL FOR COUNCILMEMBERS AND PLANNING COMMISSIONERS	<u>NUMBER:</u> CC-5.1	<u>PAGE:</u> 2 of 3
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4.1 Allocation of City Apparel

Members shall be allocated apparel at the following frequency and quantities:

a. Shirts

Every Councilmember shall be allocated two (2) Shirts every two years based on the date of the election. Every member of the Planning Commission shall be allocated one (1) Shirt during their respective term. The cost of any individual Shirt shall not exceed an amount to be established by the City Manager. The design of the shirt will be standardized. The Council member or Planning Commissioner will have a choice of colors based on the availability of the particular shirt recommended by the vendor.

b. Jackets

Councilmembers shall be allocated one (1) Jacket every four years. Planning Commissioners shall not receive jackets. The cost of any Jacket shall not exceed an amount to be established by the City Manager.

4.2 Apparel Design

Members will have the opportunity to choose their Shirt from a Vendor catalog selected by the City Manager in accordance with the City's purchasing policies. Jackets and shirts provided to Councilmembers will be standard in design and color, as determined by the City Manager.

4.2.1 Shirts

Shirts shall have the City seal and the Member's name and office embroidered on the chest, except for the Mayor, who will also have the title of "Mayor" embroidered onto the garment as well.

4.2.2 Jackets

Jackets shall have the City seal and the Member's name and office embroidered on the chest, except for the Mayor, who will also have the title of "Mayor" embroidered onto the garment as well.

4.3 Mayoral Appointment

When a new Mayor is selected by the City Council, he/she shall be allocated two (2) Shirts and a single Jacket embroidered with the title of "Mayor" in addition to other design elements outlined in Section 4.2 of this Policy. The Mayor shall be allocated Apparel identifying him/her only once throughout his/her entire four year term as Councilmember, regardless of how many times he/she serves as Mayor during that period. If that individual leaves the office of Mayor prior to finishing his/her four year term as a Councilmember, he/she shall resume receiving official City apparel as outlined in Section 4.1 of this Policy.

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4.4 Additional Purchases

At the discretion of the City Manager, the City may choose to purchase additional items to aid in identifying Members. Additional items may include, but is not limited to, hats, badges, name tags, and business cards.

Members may purchase additional Shirts and Jackets at their own cost. All such purchases shall be approved in advance by the City Manager and processed by the City with payment provided to the City in advance of any actual order.

4.5 Recordkeeping

The City Manager or his/her designee shall maintain written records concerning the purchase of Apparel by Members under this Policy.

5.0 REFERENCE

Title 2* ADMINISTRATION

Chapters:

- 2.04 City Council
- 2.06 Confidential Communications
- 2.08 City Manager
- 2.10 City Clerk
- 2.12 City Treasurer
- 2.13 At Will Employment for Designated City Employees
- 2.16 Planning Commission
- 2.18 Redevelopment Agency
- 2.20 Purchasing
- 2.21 Bid Procedures for Public Projects
- 2.22 Gas Tax Street Improvement Fund
- 2.24 Air Quality Improvement Trust Fund
- 2.26 Documentary Transfer Tax
- 2.28 Emergency Services
- 2.30 Claims Against the City for Money or Damages
- 2.32 Municipal Elections
- 2.34 Public Safety, Vital Services and Neighborhood Protection Measure
- 2.36 Official City Seal and City Logo

*Prior ordinance history: Ord. 1 §§ 2100 — 2110, 2200, 2201, 2203, 2300 — 2306, 2430 — 2442, 2442.1, 2442.2, 2500.1 — 2500.11, 2700 — 2703, 2706, 2709, 2710, 2711, 2713, 2715, 2716, 2800 — 2806, and Ords. 6, 8, 20, 25, 38, 72, 99, 121, 202, 277, 278, 281, 293, 361, 378, 399, 418, 437, 450, 462, 470, 483, 486, 510, 554, 587, 603, 610, 620, 631, 640, 641, 642, 647, 648, 650, 653, 677, 695, 705, 709, 710, 712, 713, 716, 717, 719, 720, 726, 727, 735, 737, 738, 743U, 744 and 763.

Chapter 2.04

CITY COUNCIL

Sections:

- 2.04.010 Council chambers.
- 2.04.020 Council meetings.
- 2.04.030 Presenting matters to the council.
- 2.04.040 Agendas.
- 2.04.050 Prompt assembly—Order of business—Unfinished business.
- 2.04.060 (Deleted by Ord. 06-843, 3/14/06)
- 2.04.070 Rules of order.
- 2.04.080 Minutes.
- 2.04.090 Organization of city council.
- 2.04.100 Appointing authority.
- 2.04.110 Compensation—Reimbursement of expenses.
- 2.04.120 Rules of decorum for meetings.
- 2.04.130 Application of rules of decorum to other city agencies, commissions, and committees.
- 2.04.140 Places for posting public notices.

2.04.010 Council chambers.

The room designated as the council chambers in the building located at 15900 East Main Street, La Puente, California, is the council chambers of the city council of the city, and all meetings of the city council will be held in those council chambers, unless otherwise specified in a notice of regular or special meeting.

(Ord. 767 § 1 (part), 1998)

2.04.020 Council meetings.

(a) Regular meetings of the city council shall be held on the second and fourth Tuesday of each month, unless otherwise specified by resolution of the city council, which shall be adopted at a regular meeting. The city council shall not hold a meeting the fourth Tuesday in November or December. The city council shall establish the time for regular city council meetings by resolution, which shall be adopted at a regular meeting.

(b) All meetings of the city council will be open to the public except as otherwise provided by the Ralph M. Brown Act (Government Code Sections 54950, et seq.)

(c) Meetings of the city council must be adjourned no later than ten thirty p.m., unless an extension of that time of adjournment is approved by a majority vote of the city council for the purpose of considering items that are listed on the agenda, or to consider items that have been added to the agenda in accordance with the provisions of the Ralph M. Brown Act (Government Code Sections 54950, et seq.), as approved by a majority vote of the members of the city council.

(Ord. 943 § 2, 2016; Ord. 931 § 1, 2014; Ord. 923 § 2, 2012; Ord. 06-843 § 1, 2006; Ord. 767 § 1 (part), 1998)

2.04.030 Presenting matters to the council.

Every official, board, commission, or other body connected with the government of the city that desires to present any report, communication, or other matter for inclusion in the agenda for a city council meeting must notify the city clerk of that fact before noon on the eighth day (Saturday and Sunday included) preceding the day of the next city council meeting. Upon receipt of that notification, which may be oral or written, the city clerk will include that item of business, along with all other items of business, under the appropriate heading in the city council agenda, as described in Section 2.04.040 below. Matters that are deemed by the city council to be of an emergency nature are exempt from the provisions of this section and may be added to the agenda in accordance with applicable provisions of the Ralph M. Brown Act.

(Ord. 774 § 1, 1999; Ord. 767 § 1 (part), 1998)

2.04.040 Agendas.

The city clerk will prepare an agenda for each city council meeting that sets forth under appropriate headings a brief general description of each item of business to be transacted or discussed at the meeting. The agenda must specify the time, date and location of the meeting. The agenda will be distributed to the members of the city council and will be made available to the public on the Wednesday preceding the day of the next city council meeting. In accordance with the provisions of the Ralph M. Brown Act, a copy of the agenda must be posted at least seventy-two hours before the meeting at a location designated by the city council that is freely accessible to members of the public.

(Ord. 767 § 1 (part), 1998)

2.04.050 Prompt assembly—Order of business—Unfinished business.

(a) Promptly at seven p.m. on the night of each regular meeting, the members of the city council, city manager, city attorney, city clerk, and other officers will assemble in the council chambers, and the business of the meeting will be conducted according to the order of business as listed on the agenda, which shall include, but not be limited to: roll call, flag salute, presentations, oral communications, approval of minutes of previous meeting, public hearings, unfinished business, consent calendar, new business, committee reports, oral comments from council, al comments from staff, and which may or may not be in the order presented herein.

(b) If the consideration of any matter is not completed at a meeting of the city council prior to adjournment, and that matter is not continued to a specific date, then it will be listed under "unfinished business" on the agenda for the next regular meeting of the city council.

(Ord. 06-843 § 2, 2006; Ord. 767 § 1 (part), 1998)

2.04.060 (Deleted by Ord. 06-843, 3/14/06)

Ordinances listed under the agenda heading of "new business" may be introduced. Ordinances previously introduced and ready for adoption will be considered under the agenda heading of "unfinished business." Except when, after reading the title, further reading is waived by a regular motion adopted by a majority vote of the city council, all ordinances will be read in full either at the time of introduction or passage.

(Ord. 767 § 1 (part), 1998)

2.04.070 Rules of order.

(a) All matters of parliamentary procedure that are not provided for in this Chapter 2.04, or in the California Government Code, will be governed by Robert's Rules of Order, latest revised edition; provided, however, that no ordinance, resolution, motion, proceeding, or other action of the city council will be invalidated, or its legality otherwise affected, by any failure to observe or to follow those rules of order.

(b) Robert's Rules of Order, latest revised edition, will also be applicable to meetings of other city commissions, committees and agencies, including the planning commission and the La Puente redevelopment agency.

(Ord. 767 § 1 (part), 1998)

2.04.080 Minutes.

(a) The city clerk will prepare a record of all public meetings of the city council. Following their approval by the city council, the official minutes will be made available to the public for inspection and will be entered in the official minute book of city council proceedings.

(b) This section is applicable to minutes of meetings of the La Puente redevelopment agency, the planning commission, and to all other permanent city commissions or committees, which minutes are to be taken by a deputy city clerk or by another designated employee of the city.

(Ord. 06-843 §§ 4, 5, 2006; Ord. 767 § 1 (part), 1998)

2.04.090 Organization of city council.

(a) At the meeting at which the declaration of the election results are made, the city council will meet and will elect one of its members as mayor and another of its members as mayor pro tem.

(b) Each year in which a general municipal election is not held, the city council will be reorganized by the election of a mayor and a mayor pro tem from among its members. This reorganization of the city council will take place during the first regular meeting of the city council in the month of December.

(Ord. 17-949 § 2, 2018; Ord. 941 § 4, 2016; Ord. 10-894 § 1, 2010; Ord. 09-982 § 4, 2009; Ord. 06-843 § 6, 2006; Ord. 829 3 (part), 2004; Ord. 767 § 1 (part), 1998)

2.04.100 Appointing authority.

The city council is the appointing authority for the city manager, the city attorney, and the city treasurer. Thus, the city council shall appoint and remove each of the officers and employees of the city that are listed in this Section 2.04.100. All other employees of the city will be appointed by the city manager.

(Ord. 834 § 1, 2004; Ord. 810 § 1, 2002; Ord. 767 § 1 (part), 1998)

2.04.110 Compensation—Reimbursement of expenses.

(a) Members of the city council will each be compensated for their services in the sum of five hundred thirty-six dollars per month, which compensation will be a charge against the city and payable in the same manner as salaries are paid to other officers and employees of the city. The compensation payable to members of the city council may be adjusted in accordance with the provisions of Government Code Section 36516.

(b) The compensation set forth above in subsection (a) of this section is exclusive of any amounts payable to members of the city council as reimbursement for actual and necessary expenses incurred in the performance of official duties on behalf of the city. Procedures for such reimbursement may be specified by resolution adopted by the city council.

(Ord. 767 § 1 (part), 1998)

2.04.120 Rules of decorum for meetings.

(a) Decorum. Meetings of the city council must be conducted in an orderly manner to ensure that the public has an opportunity to be heard and that the council's deliberative process is not disrupted. The presiding officer of the council, whether the mayor, mayor pro tem or, in their absence, another member so designated by the council, is responsible for maintaining the order and decorum of meetings.

(b) Rules of Decorum. While any meeting of the city council is in session the following rules of order and decorum must be observed:

(1) Persons Addressing the Council. Public oral communications at city council meetings should not be a substitute for addressing any item that can be handled during the city's normal business hours. The primary purpose of oral communications is to allow citizens the opportunity to formally comment to the city council, as a body, on matters that are within the subject matter jurisdiction of the city council and that cannot be handled during the regular business hours of the city government.

A person wishing to address the council during the period set aside for oral communications must submit a request on a form provided by the city clerk; these requests may be submitted at any time before or during the portion of the meeting that is devoted to oral communications; provided, however, that these requests must be submitted prior to the conclusion of the first speaker's remarks. Speakers shall be heard by the city council in the order that the request forms are submitted to the

city clerk; provided, however, that the city council, by motion, may approve a request by a speaker to be heard at the beginning of oral communications.

Each person who addresses the council must do so in an orderly manner and must not make personal, impertinent, slanderous, or profane remarks to any member of the council, staff, or general public. Any person who makes such remarks, or who utters loud, threatening, personal, or abusive language, or who engages in any other disorderly conduct that disrupts, disturbs, or otherwise impedes the orderly conduct of any council meeting will, at the discretion of the presiding officer or a majority of the council, be barred from further audience before the council during that meeting.

(2) Members of the Audience. No person in the audience at a council meeting may engage in disorderly or boisterous conduct, including the utterance of loud, threatening, or abusive language, whistling, stamping of feet or other acts that disturb, disrupt, or otherwise impede the orderly conduct of the council meeting. Any person who behaves in this manner may, at the discretion of the presiding officer or a majority of the council, be barred from further audience before the council during that meeting.

(c) Addressing the Council. No person may address the council without first being recognized by the presiding officer. The following procedures must be observed by persons addressing the council:

(1) Each person will step up to the podium provided for the use of the public and state his or her name and the organization, if any, that he or she represents.

(2) Any subject that is deemed by the council to be irrelevant may be precluded.

(3) With regard to items that are listed on the council agenda, the remarks of the speaker must be confined to the subject that is being discussed.

(4) The remarks of each person must be limited to a combined total of three minutes unless additional time is granted by the presiding officer of the council, in conjunction with oral communication presented by that person to the council and La Puente Successor Agency oral communication.

(5) The council may either increase or decrease the total allotted time set forth in subsection (4) by resolution.

(6) All remarks must be addressed to the presiding officer and not to any single member of the council unless in response to a question from that member.

(d) Rules of Debate and Decorum among Councilmembers. The following rules apply to all councilmembers at meetings:

(1) By Councilmembers. While the council is in session, the members must preserve order and decorum, and a member must not, by conversation or otherwise, delay or interrupt the proceedings of the council, nor disturb any member while speaking, nor refuse to obey the orders of the council or its presiding officer, except as otherwise provided in this section.

(2) Getting the Floor—Improper References to be Avoided. Every member desiring to speak must address the chair and, upon recognition by the presiding officer, must confine all remarks to the question under debate.

(3) Interruptions. Once recognized, a member must not be interrupted when speaking unless it is to call that member to order, or as otherwise provided in this section. If a member is called to order while speaking, that member must cease speaking until the question of order is determined and, if in order, the member will be permitted to proceed.

(4) Appeals. Any ruling of the mayor may be appealed at the request of a councilmember. The mayor must call for a roll call vote to determine whether the council concurs with the ruling.

(5) Motion to Reconsider. A motion to reconsider any action taken by the council may be made only on the same day that such action was taken. It may be made immediately during the same session or at a recessed or adjourned session. The motion must be made by one on the prevailing side, but it may be seconded by any member. It may be made at any time, it has precedence over all other motions, and it is debatable.

(6) Precedence of Motions. When a motion is pending before the council, no additional motion may be entertained except:

(A) Motion to Amend. This motion is debatable only as it relates to the amendment. Amendments are voted on first, and the vote on the main motion is last. A motion may be amended more than once with each amendment being voted on separately. There may be only one amending motion on the floor at any one time. A new main motion is in order if the intent of the original motion is changed fundamentally.

(B) Motion to Postpone. A motion to postpone indefinitely is debatable. If this motion is adopted, the principal question is lost. A motion to postpone to a definite time is subject to debate and amendment as it relates to the propriety of the postponement and the time that is set to consider the matter.

(C) Motion to Table. This motion is not debatable and not subject to amendment. The purpose of a motion to table is to suspend consideration of an item until such time as it is removed from the table. If a motion to table is adopted, the item will remain tabled through all subsequent meetings of the city council. An item that has been tabled may be removed from the table only by the affirmative vote of a majority of the members of the city council.

(7) Effect of Abstention. Unless an abstention from a vote is declared, a councilmember's silence will be recorded as an affirmative vote. An abstention is not counted as either an affirmative or a negative vote, but it is counted for purposes of a

quorum, unless the abstention is due to a conflict of interest.

(8) Time Limits on Debate. Discussion by any councilmember who makes a motion will be limited to five minutes of debate at the time of making the motion and an additional five minutes after debate by all other councilmembers has been completed. Each councilmember not making a motion is limited to five minutes' debate on that motion. The time limits delineated in this subsection may not be divided or allocated so as to permit any councilmember to speak more than once on a particular matter.

(9) Removal of Items from the Consent Calendar. One or more items may be removed from the consent calendar so that those items may be considered individually by the city council, if a motion to remove the item or items is approved by the affirmative vote of a majority of the members of the city council.

(e) Enforcement of Decorum. The rules of decorum set forth above will be enforced in the following manner:

(1) Warning. The presiding officer may request that a person who is breaching the rules of decorum be orderly and silent. After receiving a warning from the presiding officer, if a person persists in disturbing the meeting, the presiding officer may order that person to leave the council meeting. If that person does not leave, then the presiding officer may order any law enforcement officer who is on duty at the meeting as sergeant-at-arms to remove that person from the council chambers.

(2) Removal. Any law enforcement officer who is serving as sergeant-at-arms at the council meeting must carry out all orders and instructions given by the presiding officer for the purpose of maintaining order and decorum at the council meeting. Upon direction from the presiding officer, it is the duty of the sergeant-at-arms to remove from the council meeting any person who is disturbing the proceedings of the council.

(3) Resisting Removal. Any person who resists removal by the sergeant-at-arms may be charged with a violation of this section.

(4) Penalty. Any person who violates any provision of this section will, pursuant to Section 1.08.040 of this code, be guilty of a misdemeanor.

(5) Motion to Enforce. If the presiding officer of the council fails to enforce the rules set forth above, any member of the council may move to require such enforcement, and an affirmative vote of a majority of the council will require that action. If the presiding officer of the council fails to carry out the will of a majority of the council, the majority may designate another member of the council to act as presiding officer for the limited purpose of enforcing any rule of this section that it wishes enforced.

(6) Adjournment. If a meeting of the council is disturbed or disrupted in such a manner as to make infeasible or improbable the restoration of order, the meeting may be adjourned or continued by the presiding officer or by a majority of the council, and any remaining council business may be considered at the next meeting.

(Ord. 22-978 § 2, 2022: Ord. 06-843 § 7, 2006: Ord. 772 § 1, 1998: Ord. 767 § 1 (part), 1998)

2.04.130 Application of rules of decorum to other city agencies, commissions, and committees.

Section 2.04.120 of this chapter is applicable to meetings of other city agencies, commissions and committees including, without limitation, the planning commission and the La Puente redevelopment agency. In such circumstances, the references in Section 2.04.120 to the city council will be deemed to refer to the applicable city agency, commission or committee, and the references to the mayor or the mayor pro tem will be to the chairperson or vice chairperson of the committee, commission or agency.

(Ord. 767 § 1 (part), 1998)

2.04.140 Places for posting public notices.

The following public places in the city are designated as the locations where ordinances, resolutions and notices of the city may be posted when authorized or required by statute:

(a) La Puente City Hall

15900 East Main Street

La Puente, California

(b) La Puente Community Center

501 North Glendora Avenue

La Puente, California

(c) Los Angeles County Library

15902 East Central

La Puente, California

(Ord. 767 § 1 (part), 1998)

Chapter 2.06

CONFIDENTIAL COMMUNICATIONS

Sections:

- 2.06.010 Declaration of intent.
- 2.06.020 Prohibited acts.
- 2.06.030 Definitions.
- 2.06.040 Prosecution by special counsel.

2.06.010 Declaration of intent.

In enacting this chapter, the city council finds, determines and declares as follows:

- (a) State law acknowledges that there are limited circumstances in which the protection of the confidentiality of written or verbal communications is deemed to be more important than the right of the people to be informed.
- (b) Maintaining the confidentiality of communications between the city and its legal counsel promotes and protects the candor that is essential to the delivery and receipt of legal advice regarding matters as to which such advice is requested.
- (c) If communications that take place in closed sessions of the legislative body, as authorized by the Ralph M. Brown Act (Government Code Sections 54950 et seq.), do not remain confidential, then the purpose of those closed sessions is thwarted, effective governmental operations are compromised, and legitimate privacy interests of the city, and of its officers and employees, are impaired.

(Ord. 767 § 1 (part), 1998)

2.06.020 Prohibited acts.

- (a) An officer, official, employee or agent of the city is guilty of a misdemeanor if that person intentionally and without proper authorization discloses the contents of a confidential communication, as defined in Section 2.06.030, to anyone other than the person or persons to whom the communication was directed, a member of the city council, the city attorney, assistant city attorney, legal counsel performing special services for the city, city manager, or employees of the city whom the city manager has designated to implement any decision or direction made as a result of the confidential communication.
- (b) The prohibition set forth above in subsection (a) of this section may not be construed as prohibiting disclosures of confidential communications that are required to be made in accordance with the Ralph M. Brown Act, or any other applicable statute, or pursuant to court order.

(Ord. 767 § 1 (part), 1998)

2.06.030 Definitions.

In construing the provisions of this chapter, the following definitions are applicable:

“Confidential communication” means any communication:

- (1) That is exclusively between the city’s legal counsel and any officer, official, employee or agent of the city in the latter’s official capacity; or
- (2) That occurs during any closed session authorized by the Ralph M. Brown Act; or
- (3) That is made in writing by the city’s legal counsel and is marked “confidential.”

“Proper authorization” means:

- (1) In the case of a confidential communication to the city’s legal counsel by any officer, official, employee or agent of the city, the affirmative vote of a majority of the city council;
- (2) In the case of a confidential communication that is made during any closed session of the city council, the affirmative vote of a majority of the city council; and
- (3) In the case of a confidential communication from the city’s legal counsel to any officer, official, employee or agent of the city, both the written consent of the city’s legal counsel and the affirmative vote of a majority of the city council.

(Ord. 767 § 1 (part), 1998)

2.06.040 Prosecution by special counsel.

Any alleged violation of the provisions of this chapter will be prosecuted by special counsel retained for that purpose by the city council.

Chapter 2.08

CITY MANAGER

Sections:

2.08.010 Office of city manager created—Appointment.

2.08.020 Eligibility for appointment.

2.08.030 Bond required.

2.08.040 Absence or disability.

2.08.050 Compensation and reimbursement.

2.08.060 Powers and duties.

2.08.070 Ex-officio memberships.

2.08.080 Cooperation of other officers.

2.08.090 Interference by city council.

2.08.010 Office of city manager created—Appointment.

The office of the city manager is created and established. The city manager will be appointed by the city council solely on the basis of the appointee's executive and administrative qualifications and abilities and will hold office at the pleasure of the city council.

(Ord. 767 § 1 (part), 1998)

2.08.020 Eligibility for appointment.

(a) Residence in the city at the time of appointment is not required as a condition of employment.

(b) No person elected to membership on the city council will, subsequent to that election, be eligible for appointment as city manager of the city until one year has elapsed after that councilmember has ceased to be a member of the city council.

(Ord. 767 § 1 (part), 1998)

2.08.030 Bond required.

The city manager must furnish a corporate surety bond in such sum as may be approved by the city council, which bond will be conditioned upon the faithful performance of the duties imposed on the city manager as prescribed in this chapter or in this code. The bond shall be included within a master bond, in accordance with Government Code Section 1481.

(Ord. 767 § 1 (part), 1998)

2.08.040 Absence or disability.

In case of a lengthy absence or disability of the city manager, the city council may designate another duly qualified person to perform the duties of the city manager during the period of absence or disability of the city manager subject, however, to the furnishing by that person of a corporate surety bond that is conditioned upon the faithful performance of the duties required to be performed, as set forth in Section 2.08.060, or the inclusion of that bond within a master bond, in accordance with Government Code Section 1481.

(Ord. 767 § 1 (part), 1998)

2.08.050 Compensation and reimbursement.

(a) The city manager will receive such compensation as the city council may from time to time determine and fix, and that compensation will be a proper charge against the funds of the city.

(b) The city manager will be reimbursed for all sums necessarily incurred or paid in the performance of his or her duties, or incurred when traveling on business pertaining to the city consistent with the directions of the city council, which are supported by adequate documentation.

(Ord. 767 § 1 (part), 1998)

2.08.060 Powers and duties.

The city manager is the administrative head of the city government under the direction and control of the city council, except as otherwise provided in this code. The city manager is responsible for the efficient administration of all affairs of the city that are under the city manager's control. In addition to these general powers as administrative head, and not as a limitation, it is the city manager's duty, and the city manager has the power:

- (a) To ensure that the laws of the state pertaining to the city, and that all laws and ordinances of the city, are enforced, and that all franchises, permits and privileges granted by the city are faithfully observed;
- (b) To appoint, promote, discipline, demote and remove all officers and employees of the city, except the city attorney and the city treasurer, who shall be appointed and removed by the city council; to transfer employees from one department to another; and to consolidate or combine offices, positions, departments or units under the city manager's jurisdiction;
- (c) To exercise control over and to supervise in general all departments and divisions of the city government and all appointive officers and employees, except the city attorney;
- (d) To attend all meetings of the city council and its committees unless excused by the city council, except when the city manager's removal is under consideration by the city council;
- (e) To recommend to the city council for adoption such measures and ordinances as are deemed to be necessary and expedient;
- (f) To keep the city council at all times fully advised as to the financial condition and needs of the city. No expenditure may be submitted to the city council except upon the report or approval of the city manager;
- (g) To prepare and submit to the city council the annual budget and to administer that budget after its adoption;
- (h) To prepare and to recommend to the city council a salary plan;
- (i) To purchase or cause to be purchased all supplies for all of the departments or divisions of the city;
- (j) To make investigations into the affairs of the city and any department or division of the city, and to oversee the proper performance of all contracts and other obligations involving the city;
- (k) To investigate all complaints relating to matters concerning the administration of the government of the city and the services provided by public utilities in the city;
- (l) To exercise general supervision over all public buildings, public parks, streets, and other public properties that are under the control and jurisdiction of the city council;
- (m) To devote full time to the discharge of the duties described in this section;
- (n) To act as director of emergency services;
- (o) To make reports and recommendations as may be desirable or as requested by the city council;
- (p) To serve in any appointed office or as head of any department within the city government for which the city manager may be qualified when appointed to it by the city council, and to perform the duties of that position as directed by the city council;
- (q) To approve and execute agreements for services to be provided to the city in an amount established by the city council by resolution, and for a period not longer than one year;
- (r) To perform such other duties and to exercise such other powers as may be delegated from time to time by ordinance or resolution of the city council.

(Ord. 18-955 § 2, 2018; Ord. 834 § 2, 2004; Ord. 828 1, 2004; Ord. 811 § 3, 2003; Ord. 767 § 1 (part), 1998)

2.08.070 Ex-officio memberships.

The city manager is an ex-officio member of all boards and commissions appointed by the mayor or city council pursuant to law, and the city manager has the right to participate verbally in all deliberations or actions but may not vote.

(Ord. 811 § 4, 2003; Ord. 767 § 1 (part), 1998)

2.08.080 Cooperation of other officers.

It is the duty of all subordinate officers, as well as the city attorney, to cooperate with and assist the city manager in administering the affairs of the city in an efficient, economical and harmonious manner, consistent with their duties as prescribed by statute and by the ordinances of the city.

(Ord. 811 § 5, 2003; Ord. 767 § 1 (part), 1998)

2.08.090 Interference by city council.

The city council and its members must deal with city employees only through the city manager, or the city manager's designee, except for the purpose of inquiry, and neither the city council nor any of its members may give orders to any subordinates of the city manager. City employees must not follow directives given by individual members of the city council.

Chapter 2.10

CITY CLERK

Sections:

2.10.010 Appointment of city clerk.

2.10.020 Powers and duties.

2.10.030 Bond.

2.10.040 Compensation.

2.10.010 Appointment of city clerk.

The city clerk will be appointed by the city manager. The city clerk is not required to be a resident or an elector in the city.

(Ord. 10-894 § 2, 2010; Ord. 767 § 1 (part), 1998)

2.10.020 Powers and duties.

The city clerk will have all the powers, duties and responsibilities that are prescribed by the laws of the state, ordinances of the city, and the city's classification plan for this position. The city clerk will report to the city manager.

(Ord. 767 § 1 (part), 1998)

2.10.030 Bond.

Upon taking office, the city clerk must execute a bond in an amount approved by resolution of the city council. This bond will be in conformity with the bonds of public officers and with all applicable provisions of the Government Code. The bond shall be included within a master bond in accordance with Government Code Section 1481.

(Ord. 767 § 1 (part), 1998)

2.10.040 Compensation.

The compensation of the city clerk will be established by resolution of the city council.

(Ord. 767 § 1 (part), 1998)

Chapter 2.12

CITY TREASURER

Sections:

2.12.010 Appointment of city treasurer.

2.12.020 Powers and duties.

2.12.030 Bond.

2.12.040 Compensation.

2.12.010 Appointment of city treasurer.

The city treasurer will be appointed by the city council. The city council may appoint the city manager, director of administrative services, or the finance manager, to serve as the city treasurer. The city treasurer is not required to be a resident or an elector in the city.

(Ord. 929 § 1, 2014; Ord. 914 § 1, 2011; Ord. 777 § 1, 1999; Ord. 767 § 1 (part), 1998)

2.12.020 Powers and duties.

The city treasurer will have all the powers, duties and responsibilities that are prescribed by the laws of the state, ordinances of the city, and the city's classification plan for this position. If the director of administrative services or the finances manager is appointed to serve as the city treasurer, he or she shall report to the city manager. If the city manager

is appointed to serve as the treasurer, he or she shall report to the city council.

(Ord. 929 § 2, 2014: Ord. 914 § 2, 2011: Ord. 767 § 1 (part), 1998)

2.12.030 Bond.

Upon taking office, the city treasurer must execute a bond in an amount approved by resolution of the city council. This bond will be in conformity with the bonds of public officers and with all applicable provisions of the Government Code and shall be included within a master bond in accordance with Government Code Section 1481.

(Ord. 767 § 1 (part), 1998)

2.12.040 Compensation.

The compensation of the city treasurer will be established by resolution of the city council.

(Ord. 767 § 1 (part), 1998)

Chapter 2.13

AT WILL EMPLOYMENT FOR DESIGNATED CITY EMPLOYEES

Sections

2.13.010 At will employment

2.13.010 At will employment.

The city manager shall serve as the appointing authority for all positions in the city. The director of administrative services, director of development services, human resources/risk manager, recreation manager, finance manager, principal planner and associate planner are employed at the pleasure of the appointing authority, the city manager or his or her designee.

(Ord. 921 § 1, 2012: Ord. 916 § 1, 2011)

Chapter 2.16

PLANNING COMMISSION

Sections:

2.16.010 Established.

2.16.020 Membership—Appointment—Terms—Vacancies—Removal.

2.16.030 Meetings—Absence without cause.

2.16.040 Meetings—Absence with good cause.

2.16.050 Membership—Councilmembers.

2.16.060 Powers.

2.16.010 Established.

A planning commission for the city is established, with membership, powers and duties as provided for in this chapter and by state statutes.

(Ord. 767 § 1 (part), 1998)

2.16.020 Membership—Appointment—Terms—Vacancies—Removal.

(a) Membership. The planning commission shall consist of five members, each of whom must reside in the city of La Puente at the time of the appointment and throughout the term in the office, and be registered to vote in the city.

(b) Application Process. The city council shall, by resolution, adopt a process for residents to apply to the planning commission, and for the council to interview applicants.

(c) Appointments. Planning commissioners shall be appointed by a majority vote of the city council. Commencing in 2016, two appointments to the planning commission shall be decided at the first regular meeting of the city council in June of even numbered years. Commencing in 2017, three appointments to the planning commission shall be decided at the first regular

meeting of the city council in June of odd numbered years. The city council shall appoint two commissioners in 2016, and three commissioners in 2017, to serve a term as set forth in this section.

(d) Term and Vacancy. The term of each commissioner shall be for a period of two years, commencing with the appointments made in 2016. Each commissioner shall continue in office until his or her successor is appointed. If a vacancy occurs, other than by expiration of the term, the vacancy shall be filled by appointment for the unexpired portion of the term, pursuant to the procedure set forth in this section, and in accordance with the terms of Government Code Section 54974. At the completion of any term, a commissioner may be reappointed pursuant to the procedures set forth in this section.

(e) Transition and Initial Term. Notwithstanding the foregoing, the term of any commissioner in office as of the effective date hereof, shall expire on June 8, 2015. The city council shall, pursuant to the procedures set forth in this section, appoint five commissioners at the first city council meeting in June 2015. Two commissioners who are appointed shall serve a one year term, and three commissioners shall serve a two year term. Immediately following the appointment of the commissioners, the city clerk shall provide the mayor with the names of each commissioner. The mayor shall then draw two names at random. The commissioners whose names are drawn, shall serve a one year term, and the balance of the commissioners shall serve a two year term.

(f) Ex Officio Members. The city manager, or the city manager's designee, and the city attorney, or the city attorney's designee, shall be ex-officio or advisory members of the planning commission, and they will have no right to vote. Their terms on the planning commission shall correspond to their respective tenure in office.

(g) Removal. Any member of the planning commission may be removed by a majority vote of the city council.

(Ord. 930 § 2, 2014: Ord. 913 § 2, 2011: Ord. 837 § 1, 2005: Ord. 778 § 1, 1999: Ord. 767 § 1 (part), 1998)

2.16.030 Meetings—Absence without cause.

If a member of the planning commission is absent without good cause for three successive regular meetings of the commission, the office of that member will be deemed to be vacant, and the term of that member terminated. The secretary of the planning commission must immediately inform the city council of that termination.

(Ord. 767 § 1 (part), 1998)

2.16.040 Meetings—Absence with good cause.

An absence due to illness, or an unavoidable absence from the city, accompanied by notice to the secretary of the planning commission on or before the day of any regular commission meeting, will be deemed absence with good cause.

(Ord. 767 § 1 (part), 1998)

2.16.050 Membership—Councilmembers.

No member of the legislative body of the city is eligible for membership on the planning commission.

(Ord. 767 § 1 (part), 1998)

2.16.060 Powers.

The planning commission has the power, except as otherwise provided by law, to:

(a) Recommend to the proper departments of the city plans for the regulation of the future growth, development, and beautification of the city in respect to its public and private buildings and works, streets, parks, grounds, and vacant lots;

(b) Recommend to the proper departments of the city plans, consistent with the future growth and development of the city, in order to secure sanitation, proper service from all public utilities, and shipping and transportation facilities;

(c) Make recommendations to any public authorities or other persons concerning the location of any proposed buildings, structures or works;

(d) Approve, conditionally approve, or disapprove discretionary entitlements for changes in land use;

(e) Do such other things as may be necessary to carry out the provisions of this chapter and the provisions of the Planning and Land Use Act of the state;

(f) Adopt by-laws, which are subject to approval by the city council, as may be necessary to provide for:

(1) The time and place of meetings,

(2) The time and method of electing officers,

(3) Such other matters relating to the organization of the commission and methods of administration of its duties that are not otherwise provided for by statute or ordinance.

(Ord. 767 § 1 (part), 1998)

REDEVELOPMENT AGENCY

Sections:

2.18.010 Agency established—Statutory authority.

2.18.020 Powers vested in the city council.

2.18.010 Agency established—Statutory authority.

In accordance with Section 33101 of the Community Redevelopment Law (Health and Safety Code Sections 33000 et seq.), the city council finds and determines that there is a need for the redevelopment agency created by Section 33100 of that statute to function in the city. That agency is authorized to transact business and to exercise its powers under the Community Redevelopment Law, and it will be known as the La Puente redevelopment agency.

(Ord. 767 § 1 (part), 1998)

2.18.020 Powers vested in the city council.

In accordance with Section 33200 of the Community Redevelopment Law, the city council declares itself to be the redevelopment agency established under Section 2.18.010 above, and all the rights, powers, duties, privileges and immunities vested in that agency by the Community Redevelopment Law are vested in the city council.

(Ord. 767 § 1 (part), 1998)

Chapter 2.20

PURCHASING

Sections:

2.20.010 Purpose.

2.20.020 Definitions.

2.20.030 Purchasing Officer—Powers and duties.

2.20.040 City Council authorizes City Manager to implement administrative regulations.

2.20.050 Signature authority.

2.20.060 Required forms.

2.20.070 Bidding—Procedures—When required.

2.20.080 Encumbered accounts and funds.

2.20.090 Formal bidding procedures.

2.20.100 Rejection of bids.

2.20.110 Recovered organic waste procurement.

2.20.115 Recycled content paper procurement.

2.20.120 Disposition of surplus personal property.

2.20.130 Record keeping requirements for recovered organic waste and recycled paper products.

2.20.010 Purpose.

The purpose of this chapter is to establish efficient policies and procedures for the purchase of goods, services, services and equipment, to clearly define authority for city purchases, and to assure the quality of purchases.

Furthermore, it is the policy of the City of La Puente (city), applicable to all departments and divisions, to incorporate environmental considerations including recycled-content and recovered organic waste product use into purchasing practices and procurement. This policy shall go into effect January 1, 2022 and remain in full force and effect until revised or repealed.

This Recovered Organic Waste Product Procurement Policy (policy) will help the city to protect and conserve natural resources, water, and energy; minimize the city's contribution to climate change, pollution, and solid waste disposal; and comply with State requirements as contained in 14 CCR Division 7, Chapter 12, Article 12 (SB 1383 procurement regulations) to procure a specified amount of recovered organic waste products to support organic waste disposal reduction

targets and markets for products made from recycled and recovered organic waste materials, and to purchase recycled-content paper products and recycled-content printing and writing paper.

(Ord. 977 § 2, 2021)

2.20.020 Definitions.

In construing the provisions of this chapter, the following definitions are applicable:

"Annual recovered organic waste product procurement target" means the amount of organic waste in the form of a recovered organic waste product that the city is required to procure annually under 14 CCR Section 18993.1. This target shall be calculated by multiplying the per capita procurement target, which shall be 0.08 tons of organic waste per California resident per year, times the city's residential population using the most recent annual data reported by the California Department of Finance. Annually, CalRecycle will provide notice to each city of its annual recovered organic waste product procurement target by posting such information on CalRecycle's website and providing written notice directly to the city.

"Bidder's list" shall mean a list of responsible prospective vendors capable of providing the services or items being bid upon.

"City" means the City of La Puente.

"Compost" means the product resulting from the controlled biological decomposition of organic solid wastes that are source separated from the municipal solid waste stream or which are separated at a centralized facility or as otherwise defined in 14 CCR Section 17896.2(a)(4). Compost eligible for meeting the annual recovered organic waste product procurement target must be produced at a compostable material handling operation or facility permitted or authorized under 14 CCR Chapter 3.1 of Division 7 or produced at a large volume in-vessel digestion facility that composts on-site as defined and permitted under 14 CCR Chapter 3.2 of Division 7. Compost shall meet the state's composting operations regulatory requirements.

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"Cooperative bid" is when several government agencies join together to create one bid document combining all agencies product volume for consideration of the bidder in determining the unit cost.

"Direct service provider" means a person, company, agency, district, or other entity that provides a service or services to the city pursuant to a contract or other written agreement or as otherwise defined in 14 CCR Section 18982(a)(17).

"Electricity procured from biomass conversion" means electricity generated from biomass facilities that convert recovered organic waste, such as wood and prunings from the municipal stream, into electricity. Electricity procured from a biomass conversion facility may only count toward the city's annual recovered organic waste product procurement target if the facility receives feedstock directly from certain permitted or authorized compostable material handling operations or facilities, transfer/processing operations or facilities, or landfills, as described in 14 CCR Section 18993.1(i).

"Emergency" for purposes of public projects has that meaning provided in California Public Contract Code Sections 22035 and 22050.

"Equipment" means furnishings, machinery, vehicles, rolling stock, and other personal property used by the city in its operations.

"Goods", also referred to as "supplies", means office supplies, janitorial supplies, materials, tools, or other commodities used in the general conduct of the city's business, excepting supplies or materials for a public work which is regulated under the California Public Contract Code Sections 20160, et seq.

"Maintenance work" has that meaning provided in section 22002(d) of the Public Contract Code, as that section may be amended from time to time, and shall include, but is not limited to, all of the following:

- (1) Routine, recurring, and usual work for the cleaning, preservation, or protection of any publicly owned or publicly operated facility for its intended purposes.
- (2) Minor repainting.
- (3) Resurfacing of streets and highways at less than one (1") inch.
- (4) Landscape maintenance, including mowing, watering, trimming, pruning, planting, replacement of plants, and servicing of irrigation and sprinkler systems.

"Organic waste" means solid wastes containing material originated from living organisms and their metabolic waste products including, but not limited to, food, green material, landscape and pruning waste, organic textiles and carpets, lumber, wood, paper products, printing and writing paper, manure, biosolids, digestate, and sludges, or as otherwise defined in 14 CCR Section 18982(a)(46). Biosolids and digestate are as defined in 14 CCR Section 18982(a)(4) and 14 CCR Section 18982(a)(16.5), respectively.

"Paper products" include, but are not limited to, paper janitorial supplies, cartons, wrapping, packaging, file folders, hanging files, corrugated boxes, tissue, and toweling; or as otherwise defined in 14 CCR Section 18982(a)(51).

"Piggyback" means use of another public agency's existing contracting and/or bidding procedures to purchase the same product(s) as outlined in the awarding bid document.

"Printing and writing papers" include, but are not limited to, copy, xerographic, watermark, cotton fiber, offset, forms, computer printout paper, white wove envelopes, manila envelopes, book paper, note pads, writing tablets, newsprint, and other uncoated writing papers, posters, index cards, calendars, brochures, reports, magazines, and publications; or as otherwise defined in 14 CCR Section 18982(a)(54).

"Procurement of recovered organic waste products" shall mean purchase or acquisition (e.g., free delivery or free distribution from a hauler or other entity via a written agreement or contract), and end use by the city or others. The city's annual recovered organic waste product procurement target can be fulfilled directly by the city or by direct service providers through written contracts or agreements for procurement of recovered organic waste products at the city's behest.

"Professional services" means any work performed by an artist, attorney, doctor, architect, engineer, environmental consultant, land surveyor, construction manager, appraiser, expert, accounting firm, consultant or those services such as computer services, and transportation/transit operator services.

"Public works has meaning provided in Section 22002(c) of the Public Contract Code, as that section may be amended from time to time, and shall not include maintenance work. Public works shall include, but shall not be limited to, all of the following:

- (1) Construction, reconstruction, erection, alteration, renovation, improvement, demolition, and repair work involving any publicly owned, leased, or operated facility.
- (2) Painting or repainting of any publicly owned, leased, or operated facility.

"Publicly-owned treatment works" or "POTW" has the same meaning as in Section 403.3(r) of Title 40 of the Code of Federal Regulations.

"Purchase" includes renting, leasing, licensing, or a trade of equipment or supplies.

The "purchasing officer," is the city manager or his/her designee.

"Recordkeeping designee" means the public employee appointed by the City Manager or their designee to track procurement and maintain records of recovered organic waste product procurement efforts both by the city and others, if applicable, as required by 14 CCR, Division 7, Chapter 12, Articles 12 and 13.

"Recovered organic waste products" means products made from California, landfill-diverted recovered organic waste processed at a permitted or otherwise authorized operation or facility, or as otherwise defined in 14 CCR Section 18982(a)(60). Products that can be used to meet the annual recovered organic waste product procurement target shall include compost, SB 1383 eligible mulch, renewable gas from an in-vessel digestion facility, and electricity procured from biomass conversion as described herein and provided that such products meet requirements of 14 CCR, Division 7, Chapter 12, Article 12.

"Recyclability" means that the paper products and printing and writing paper offered or sold to the city are eligible to be labeled with an unqualified recyclable label as defined in 16 Code of Federal Regulations Section 260.12 (2013).

"Recycled-content paper products and recycled-content printing and writing paper" means such products that consist of at least thirty percent (30%), by fiber weight, postconsumer fiber, consistent with the requirements of Sections 22150 to 22154 and Sections 12200 and 12209 of the Public Contract Code, and as amended.

"Renewable gas" means gas derived from organic waste that has been diverted from a landfill and processed at an in-vessel digestion facility that is permitted or otherwise authorized by 14 CCR to recover organic waste, or as otherwise defined in 14 CCR Section 18982(a)(62).

"SB 1383" means Senate Bill 1383 of 2016 approved by the Governor on September 19, 2016, which added Sections 39730.5, 39730.6, 39730.7, and 39730.8 to the Health and Safety Code, and added Chapter 13.1 (commencing with Section 42652) to Part 3 of Division 30 of the Public Resources Code, establishing methane emissions reduction targets in a statewide effort to reduce emissions of short-lived climate pollutants, as amended, supplemented, superseded, and replaced from time to time.

"SB 1383 eligible mulch" means mulch eligible to meet the annual recovered organic waste product procurement target, pursuant to 14 CCR Chapter 12 of Division 7. This SB 1383 eligible mulch shall meet the following conditions for the duration of the applicable procurement compliance year, as specified by 14 CCR Section 18993.1(f)(4):

1. Produced at one of the following facilities:

i. A compostable material handling operation or facility as defined in 14 CCR Section 17852(a)(12), that is permitted or authorized under 14 CCR Division 7, other than a chipping and grinding operation or facility as defined in 14 CCR Section 17852(a)(10);

ii. A transfer/processing facility or transfer/processing operation as defined in 14 CCR Sections 17402(a)(30) and (31), respectively, that is permitted or authorized under 14 CCR Division 7; or,

iii. A solid waste landfill as defined in Public Resources Code Section 40195.1 that is permitted under 27 CCR Division 2.

2. Meet or exceed the physical contamination, maximum metal concentration, and pathogen density standards for land application specified in 14 CCR Sections 17852 (a) (24.5) (A) 1 through 3.

"SB 1383 Regulations" or "SB 1383 Regulatory" means or refers to, for the purposes of this policy, the Short-Lived Climate Pollutants (SLCP): Organic Waste Reductions regulations developed by CalRecycle and adopted in 2020 that created Chapter 12 of 14 CCR, Division 7 and amended portions of regulations of 14 CCR and 27 CCR.

"State" means the State of California.

(Ord. 977 § 2, 2021: Ord. 18-953 § 2 (part), 2018)

2.20.030 Purchasing Officer—Powers and duties.

The purchasing officer shall have the authority to:

(a) Purchase or contract for needed city supplies, services, and equipment;

(b) Investigate, keep knowledgeable about, negotiate, and recommend on the execution of contracts or the purchasing of supplies, services, and equipment pursuant to the procedures of this chapter, and such administrative rules and regulations as promulgated by the city;

(c) Prescribe and maintain such forms as necessary for the proper operation of this purchasing system;

(d) Assist with the supervision and inspection of all supplies, general services, and equipment purchased under this chapter to assure conformance with city specifications;

(e) Supervise the transfer of surplus and unused supplies and equipment for sale or disposal of such;

(f) Maintain up-to-date bidder's list, vendors' catalogs, files, and such other records as needed to perform these duties;

(g) Ensure that purchasing specifications are written to encourage full competition;

(h) Perform such other tasks as may be necessary for the proper conduct of purchasing of supplies, services, and equipment.

(Ord. 18-953 § 2 (part), 2018)

2.20.040 City Council authorizes City Manager to implement administrative regulations.

The city council hereby authorizes the city manager to establish and maintain written administrative regulations and standards consistent with this chapter.

(Ord. 18-953 § 2 (part), 2018)

2.20.050 Signature authority.

In accordance with Government Code Section 40602, the following officers are authorized to sign agreements pursuant to this chapter on the city's behalf:

- (a) The mayor;
- (b) The city manager when directed to do so by resolution, ordinance, or by minute order of the city council;
- (c) Department directors for agreements up to and including five thousand dollars (\$5,000.00);

(Ord. 18-953 § 2 (part), 2018)

2.20.060 Use of electronic means.

Pursuant to Public Contract Code Section 1600 and 1601, the city is authorized to utilize electronic means in the procurement and administration of contracts, in accordance with all applicable laws, rules and regulations. Without limiting the nature of the foregoing, the city may utilize online bidding and selling methods, electronic signature in accordance with applicable state, local and federal law, and electronic mail for delivery of notices when "mailed" notice is required herein. Whenever "sealed" bids or proposals are called for, any electronic means may be used so long as such electronic means provide for the secured submission of the required data. Whenever bids are required to be "opened", such bids shall be deemed "opened" if and when they are made available to both the city and the public simultaneously, in a public setting, including, without limitation, by way of making such bids available in an electronic format that is readable by the public.

(Ord. 18-953 § 2 (part), 2018)

2.20.070 Procedures for purchases of less than \$25,000.

For purchases of less than twenty-five thousand dollars (\$25,000), the purchasing officer shall use the following procedures.

- (a) For purchases having an estimated value of one thousand dollars (\$1,000.00) or less, informal quotes may be obtained from vendors, but are not required.
- (b) For purchases having an estimated value of more than one thousand dollars (\$1,000.00), but less than twenty-five thousand dollars (\$25,000.00), firm quotes either received in writing or taken verbally but confirmed in writing, shall be obtained.
- (c) At the purchasing officer's discretion, purchases of less than twenty-five thousand dollars (\$25,000.00), may be made in accordance with the provisions set forth in section 2.20.080.
- (d) If two or more bids received are for the same total amount or unit price, quality and service being equal, the purchasing officer may accept either bid, or accept the lowest bid offered following negotiations with the tie bidders.

(Ord. 18-953 § 2 (part), 2018)

2.20.080 Procedures for purchases of over \$25,000.

Purchases with an estimated value of twenty-five thousand dollars (\$25,000) or more shall be made as follows:

- (a) Purchases of twenty-five thousand dollars (\$25,000) or more require city council approval.
- (b) A "notice inviting bids" shall be prepared and shall include a general description of the goods or services to be purchased or sold, where bid instructions and specifications may be obtained, the time and place for bid openings, and whether a bid deposit or bond, or other security, such as performance, payment or maintenance bonds, will be required.
- (c) A "notice inviting bids" shall be advertised at least once in a Newspaper of general circulation in the city at least ten (10) days prior to the opening of bids. The purchasing officer may advertise the "notice inviting bids" in applicable publications and websites accessible to the public.
- (d) When required by law or deemed appropriate by the purchasing officer, and if included in bid instructions, bidders shall submit a bid deposit or bond in an amount determined by the purchasing officer. Bidders shall be entitled to return of bid security, except that a successful bidder (and a successful bidder's - surety, if a bid bond is required) shall be liable for any damages suffered or incurred by the city upon refusal or failure to execute a contract within ten days after the notice of award of contract has been mailed, unless the city is responsible for the delay.
- (e) The city council may, on refusal or failure of the successful bidder to execute the contract, award it to the next lowest

responsible bidder. If the city council awards the contract to the next lowest bidder following a forfeit of the bid security by the lowest bidder, the amount of the lowest bidder's bid security shall be applied by the city to the difference between the low bid and the second lowest bid; the surplus, if any, shall then be returned to the lowest bidder.

(f) When deemed appropriate by the purchasing officer, and if included in bid instructions, any person or entity entering into a contract with the city shall furnish a faithful performance deposit or bond in an amount determined by the purchasing officer.

(g) Sealed bids shall be submitted to the purchasing officer and shall be identified as bids on the envelope. Bids shall be opened in public at the time and place stated in the public notice. A tabulation of all bids received shall be available for public inspection in accordance with the California Public Records Act.

(h) Award of contracts/minor irregularities. Contracts may be awarded by the city council to the lowest responsive and responsible bidder whose bid fulfills the purpose intended. The city council may waive any bid defect or irregularity.

(i) Tie bids. If two or more bids received are for the same total amount or unit price, quality and service being equal, and if the public interest will not permit the delay or re-advertising for bids, the city council may accept either bid, or accept the lowest bid offered following negotiations with the tie bidders.

(j) Performance/labor/materials bonds. A labor and materials bond, plus a performance bond may be required, from an acceptable surety, in such amounts and in such a form as the purchasing officer finds reasonably necessary to protect the public interest.

(Ord. 18-953 § 2 (part), 2018)

2.20.090 Exceptions to competitive bidding requirements.

Notwithstanding any provision of this chapter to the contrary, the competitive bidding procedures and requirements of this chapter may be dispensed within any of the following instances:

(a) Under one thousand dollars. When the estimated amount involved is one thousand dollars (\$1,000) or less;

(b) Sole source. When the commodities or services are unique and can only be obtained from one vendor.

(c) Interagency purchases. The contracting of materials, supplies, equipment or services from other governmental agencies.

(d) Emergency purchase. The city manager may authorize the purchase of materials, supplies, and equipment, when an emergency is deemed to exist and it is determined that service involving the public health, safety, or welfare would be interrupted if the normal procedure were followed. A declaration of emergency as set forth in this code is conclusive evidence of such an event. All emergency purchases which would otherwise require formal bidding procedures made pursuant to this section shall be submitted to the city council for ratification at the next regular city council meeting after the purchase is authorized for which legally required meeting notice can be provided;

(e) Cooperative or piggyback purchasing. When the Purchasing Officer identifies a cooperative competitive bidding procedure or a "piggyback" contract prepared by and processed through another local, state, or federal governmental agency or a cooperative purchasing entity set up by or utilized by such governments or public agencies, and where the piggyback contract has gone through the competitive bidding process of that entity. Under such circumstances, the city may join into an existing written purchase contract obtained within the last thirty-six (36) months;

(f) Professional services. Agreements for professional may be executed without observing the bidding procedures provided in this chapter if the city manager determines that an informal or formal competitive process is unnecessary because a professional services provider is the best provider for a particular agreement based on some or all of these factors: demonstrated competence; qualifications for the types of services to be performed; experience; knowledge of the city due to a long-standing relationship; reasonableness of cost to perform work; or other similar relevant criteria.

(g) Public works projects. Public works projects of forty-five thousand dollars (\$45,000) or less may be performed by the employees of the city by force account, by negotiated contract or by purchase order. In addition, the city may, but shall not be legally required to, use one of the procurement methods set forth in this chapter.

(Ord. 18-953 § 2 (part), 2018)

2.20.100 Rejection of bids.

The city council may, for any reason, reject all bids presented and use whatever method it deems appropriate, such as rebid, abandon acquisition, or negotiate a contract to complete the purchase.

(Ord. 18-953 § 2 (part), 2018)

2.20.110 Recovered organic waste procurement.

a. Procurement target.

1. The city will annually procure for use or giveaway a quantity of recovered organic waste products that meets or exceeds its annual recovered organic waste product procurement target through the implementation of Sections C through E of this policy.

2. To be eligible to meet the annual recovered organic waste product procurement target, products that may be procured include the following (provided that each product meets the criteria included in their respective definition in Section B of this policy):

- i. SB 1383 eligible compost (as defined in Section B.3).
- ii. SB 1383 eligible mulch (as defined in Section B.18).
- iii. Renewable gas (in the form of transportation fuel, electricity, or heat) (as defined in Section B.15).
- iv. Electricity procured from biomass conversion (as defined in Section B.5).
- b. Requirements for city departments.

1. Compost and SB 1383 eligible mulch procurement. Divisions and departments responsible for landscaping maintenance, renovation, or construction shall:

i. Use compost and SB 1383 eligible mulch produced from recovered organic waste, as defined in Section B.3 and B.18 of this policy, for landscaping maintenance, renovation, or construction, as practicable, whenever available, and capable of meeting quality standards and criteria specified. SB 1383 eligible mulch used for land application must meet or exceed the physical contamination, maximum metal concentration and pathogen density standards specified in 14 CCR Section 17852 (a)(24.5)(A)(1) through (3).

ii. When the city uses compost and SB 1383 eligible mulch and the applications are subject to the city's Water Efficient Landscaping Ordinance (WELO), comply with one of the following, whichever is more stringent, (i) the city's WELO, if more stringent than the state's Model Water Efficient Landscape Ordinance (MWELO), or (ii) Sections 492.6 (a)(3)(B), (C), (D), and (G) of the state's Model Water Efficient Landscape Ordinance, Title 23, Division 2, Chapter 2.7 of the CCR, as amended September 15, 2015, which requires the submittal of a landscape design plan with a "Soil Preparation, Mulch, and Amendments Section" to include the following:

iii. For landscape installations, compost at a rate of a minimum of 4 cubic yards per 1,000 square feet of permeable area shall be incorporated to a depth of six (6) inches into the soil. Soils with greater than six percent (6%) organic matter in the top six (6) inches of soil are exempt from adding compost and tilling.

iv. Apply a minimum three- (3-) inch layer of mulch on all exposed soil surfaces of planting areas except in turf areas, creeping or rooting groundcovers, or direct seeding applications where mulch is contraindicated. To provide habitat for beneficial insects and other wildlife, leave up to five percent (5%) of the landscape area without mulch. Designated insect habitat must be included in the landscape design plan as such.

v. Procure organic mulch materials made from recycled or post-consumer materials rather than inorganic materials or virgin forest products unless the recycled post-consumer organic products are not locally available. Organic mulches are not required where prohibited by local fuel modification plan guidelines or other applicable local ordinances.

vi. For all mulch that is land applied, procure SB 1383 eligible mulch that meets or exceeds the physical contamination, maximum metal concentration, and pathogen density standards for land applications specified in 14 CCR Section 17852(a) (24.5)(A)(1) through (3).

c. Keep records, including invoices or proof of recovered organic waste product procurement (either through purchase or acquisition), and submit records to the recordkeeping designee, on a schedule to be determined by recordkeeping designee. Records shall include:

1. General procurement records, including:

- i. General description of how and where the product was used and applied, if applicable;
- ii. Source of product, including name, physical location, and contact information for each entity, operation, or facility from whom the recovered organic waste products were procured;
- iii. Type of product;
- iv. Quantity of each product; and,
- v. Invoice or other record demonstrating purchase or procurement.

2. For compost and SB 1383 eligible mulch provided to residents through giveaway events or other types of distribution methods, keep records of the compost and SB 1383 eligible mulch provided to residents. Records shall be maintained and submitted to the recordkeeping designee in accordance with the requirements specified in Section C-2 1.c.

3. For procurement of SB 1383 eligible mulch, maintain an updated copy of the ordinance or enforceable mechanism(s) requiring that the mulch procured by the city or direct service provider meets the land application standards specified in 14 CCR Section 18993.1, as it may be amended from time to time.

d. When procurement of recovered organic waste products occurs through a direct service provider, enter into a written contract or agreement or execute a purchase order with enforceable provisions that includes: (i) definitions and specifications for SB 1383 eligible mulch, compost, renewable gas, and/or electricity procured from biomass conversion; and, (ii) an enforcement mechanism (e.g., termination, liquidated damages) in the event the direct service provider is not

compliant with the requirements.

i. Renewable gas procurement (used for fuel for transportation, electricity, or heating applications). For renewable gas procurement, the city shall:

ii. Procure renewable gas made from recovered organic waste for transportation fuel, electricity, and heating applications to the degree that it is appropriate and available for the city and to help meet the annual recovered organic waste product procurement target, which requires compliance with criteria specified in 14 CCR Section 18993.1.

4. Keep records in the same manner indicated in Section C-2 1.c for the amount of renewable gas procured and used by the city, including the general procurement record information specified in Section C-2 1.c.1, and submit records to the recordkeeping designee on a quarterly schedule. The quarterly schedule shall be as follows: Renewable gas records are to be provided to the recordkeeping designee by April 15 for January 1 through March 31, July 15 for April 1 through June 30, October 15 for July 1 through September 30, and January 15 for October 1 through December 31. The city shall additionally obtain the documentation and submit records specified in Section C-2 2.c below, if applicable.

5. If the city procures renewable gas from a POTW,

i. Annually verify that the renewable gas from the POTW complies with the requirements specified in 14 CCR Section 18993.1(h), including, but not limited to the exclusion in 14 CCR Section 17896.6(a)(1) and the items listed in this Section C-2 2.c.

ii. Annually receive a record from the POTW documenting the tons of organic waste received by the POTW from: (i) a compostable material handling operation or facility as defined in 14 CCR Section 17852(a)(12), other than a chipping and grinding operation or facility as defined in 14 CCR Section 17852(a)(10), that is permitted or authorized under 14 CCR Division 7; (ii) transfer/processing facility or transfer/processing operation as defined in 14 CCR Sections 17402(a)(30) and (31), respectively, that is permitted or authorized under 14 CCR Division 7; or (iii) a solid waste landfill as defined in Public Resources Code Section 40195.1 that is permitted under 27 CCR Division 2.

iii. Annually receive documentation from the POTW of the percentage of biosolids that the POTW produced and transported to activities that constitute landfill disposal in order to demonstrate that the POTW transported less than twenty-five percent (25%) of the biosolids it produced to activities that constitute landfill disposal. For the purposes of this policy, landfill disposal is defined pursuant to 14 CCR Section 18983.1(a) and includes final disposition at a landfill; use of material as alternative daily cover or alternative intermediate cover at a landfill, and other dispositions not listed in 14 CCR Section 18983.1(b). Alternative daily cover or alternative intermediate cover are defined in 27 CCR Sections 20690 and 20700, respectively.

iv. Annually receive documentation that the POTW receives vehicle-transported solid waste that is an anaerobically digestible material for the purpose of anaerobic co-digestion with POTW treatment plant wastewater to demonstrate that the POTW meets the requirement of 14 CCR Section 18993.1(h) (2).

v. The city shall submit these records to the recordkeeping designee on an annual basis, not to exceed twenty (20) days from receipt of notification from the POTW.

e. Electricity procured from biomass conversion. For electricity procured from biomass conversion, the city shall:

i. Procure electricity from a biomass conversion facility that receives feedstock from a composting facility, transfer/processing facility, a solid waste landfill, and/or receives feedstock from the generator or employees on behalf of the generator of the organic waste and to the degree that it is available and practicable for the city and to help meet the annual recovered organic waste product procurement target, which requires compliance with criteria specified in 14 CCR Section 18993.1.

ii. Maintain records and conduct the following recordkeeping activities:

A. Keep records in the same manner indicated in Section C-2 1.c. of this policy for the amount of electricity procured from biomass conversion facilities, including the general procurement record information specified in Section C-2 1.c.1.

B. Receive written notification by an authorized representative of the biomass conversion facility certifying that biomass feedstock was received from a permitted solid waste facility identified in 14 CCR Section 18993.1(i).

C. Provide these records to the recordkeeping designee.

f. Requirements for direct service providers.

1. Direct service providers of landscaping maintenance, renovation, and construction shall:

i. Use compost and SB 1383 eligible mulch, as practicable, produced from recovered organic waste, as defined in Section B.2 and B.18 of this policy, for all landscaping renovations, construction, or maintenance performed for the city, whenever available, and capable of meeting quality standards and criteria specified. SB 1383 eligible mulch used for land application shall comply with 14 CCR, Division 7, Chapter 12, Article 12 and must meet or exceed the physical contamination, maximum metal concentration and pathogen density standards specified in 14 CCR Section 17852 (a) (24.5) (A)(1) through (3).

ii. If direct service provider is subject to the city's WELO, comply with one of the following, whichever is more stringent: (i) the locally-adopted WELO that is more stringent than the state's MWELO, or (ii) Sections 492.6 (a)(3)(B), (C), (D), and (G)

of the state's MWEL, Title 23, Division 2, Chapter 2.7 of the CCR, as amended September 15, 2015, which requires the submittal of a landscape design plan with a "Soil Preparation, Mulch, and Amendments Section" to include the following:

A. For landscape installations, compost at a rate of a minimum of 4 cubic yards per 1,000 square feet of permeable area shall be incorporated to a depth of six (6) inches into the soil. Soils with greater than six percent (6%) organic matter in the top six (6) inches of soil are exempt from adding compost and tilling.

B. Apply a minimum three- (3-) inch layer of mulch on all exposed soil surfaces of planting areas except in turf areas, creeping or rooting groundcovers, or direct seeding applications where mulch is contraindicated. To provide habitat for beneficial insects and other wildlife, leave up to five percent (5%) of the landscape area without mulch. Designated insect habitat must be included in the landscape design plan as such.

C. Procure organic mulch materials made from recycled or post-consumer materials rather than inorganic materials or virgin forest products unless the recycled post-consumer organic products are not locally available. Organic mulches are not required where prohibited by local fuel modification plan guidelines or other applicable local ordinances.

D. For all mulch that is land applied, procure SB 1383 eligible mulch that meets or exceeds the physical contamination, maximum metal concentration, and pathogen density standards for land applications specified in 14 CCR Section 17852(a) (24.5)(A)(1) through (3).

g. Keep and provide records of procurement of recovered organic waste products (either through purchase or acquisition) to recordkeeping designee, on a schedule to be determined by recordkeeping designee. Information to be provided shall include:

1. General description of how and where the product was used and if applicable, applied;
2. Source of product, including name, physical location, and contact information for each entity, operation, or facility from whom the recovered organic waste products were procured;
3. Type of product;
4. Quantity of each product; and,
5. Invoice or other record demonstrating purchase or procurement.

h. Direct service provider of organic waste collection services shall:

1. Provide a specified quantity of compost or SB 1383 eligible mulch to the city and its customers via periodic "giveaways" as specified in a franchise agreement or other agreement.

2. Keep and provide records to the city including the following:

- i. Dates provided
- ii. Source of product including name, physical location and contact information for each entity, operation or facility from whom the recovered organic waste products were procured;
- iii. Type of product;
- iv. Quantity provided; and,
- v. Invoice or other record or documentation demonstrating purchase, procurement, or transfer of material to giveaway location.

i. Renewable gas procurement by direct service providers.

1. If renewable gas made from recovered organic waste is used by direct service providers, direct service providers shall submit information listed in Section C-3 2.b.1-5 on a schedule to be determined by the city, but not less than annually to the recordkeeping designee.

2. Renewable gas used by direct service providers under Sections C-3 A and C-3 B shall comply with criteria specified in 14 CCR Section 18993.1.

(Ord. 677 § 2, 2021)

2.20.115 Recycled content paper procurement.

a. Requirements for city departments.

(1) Comparable or more favorable pricing: If fitness and quality of recycled-content paper products and recycled-content printing and writing paper are equal to that of non-recycled items, all departments and divisions of the city shall purchase recycled-content paper products and recycled-content printing and writing paper that consists of at least thirty percent (30%), by fiber weight, postconsumer fiber, whenever available at the same or a lesser total cost than non-recycled items, consistent with the requirements of the Public Contracts Code, Sections 22150 through 22154 and Sections 12200 and 12209, as amended.

(2) All paper products and printing and writing paper shall be eligible to be labeled with an unqualified recyclable label as defined in Title 16 Code of Federal Regulations Section 260.12 (2013).

(3) Provide records to the recordkeeping designee of all paper products and printing and writing paper purchases within thirty (30) days of the purchase (both recycled-content and non-recycled content, if any is purchased) made by a division or department or employee of the city. Records shall include a copy of the invoice or other documentation of purchase, written certifications as required in Section D.2 1.a-d for recycled-content purchases, vendor name, purchaser name, quantity purchased, date purchased, and recycled content (including products that contain none), and if non-recycled-content paper products and/or non-recycled-content printing and writing paper are provided, include a description of why recycled-content paper products and/or recycled-content printing and writing paper were not provided.

b. Requirements for vendors

1. All vendors that provide paper products (including janitorial paper products) and printing and writing paper to the city shall:

i. Provide recycled-content paper products and recycled-content printing and writing paper that consists of at least thirty percent (30%), by fiber weight, postconsumer fiber, if fitness and quality are equal to that of non-recycled item and available at equal or lesser price.

ii. Only provide paper products and printing and writing papers that meet Federal Trade Commission Recyclability standard as defined in Title 16 Code of Federal Regulations Section 260.12 (2013).

iii. Certify in writing, under penalty of perjury, the minimum percentage of postconsumer material in the paper products and printing and writing paper offered or sold to the city. This certification requirement may be waived if the percentage of postconsumer material in the paper products, printing and writing paper, or both can be verified by a product label, catalog, invoice, or a manufacturer or vendor internet website.

iv. Certify in writing, under penalty of perjury, that the paper products and printing and writing paper offered or sold to the city is eligible to be labeled with an unqualified recyclable label as defined in Title 16 Code of Federal Regulations Section 260.12 (2013).

v. Provide records to the recordkeeping designee of all paper products and printing and writing paper purchased from the vendor within thirty (30) days of the purchase (both recycled-content and non-recycled content, if any is purchased) made by a division or department or employee of the city. Records shall include a copy of the invoice or other documentation of purchase, written certifications as required in Section D-2 1.a-d for recycled-content purchases, purchaser name, quantity purchased, date purchased, and recycled content (including products that contain none), and if non-recycled-content paper products and/or non-recycled-content printing and writing paper are provided, include a description of why recycled-content paper products and/or recycled-content printing and writing paper were not provided.

2. All vendors providing printing services to the city via a printing contract or written agreement, shall use printing and writing paper that consists of at least thirty percent (30%), by fiber weight, postconsumer fiber, or as amended by Public Contract Code Section 12209.

(Ord. 677 § 2, 2021)

2.20.120 Disposition of surplus personal property.

(a) At such times as determined by the purchasing officer, reports shall be prepared showing all supplies and equipment which are no longer used or which have become obsolete or worn out. The purchasing officer shall have the authority to sell, trade or exchange all supplies and equipment. All surplus property valued at more than five hundred (\$500.00) dollars requires a council resolution declaring it surplus.

(b) Disposition. The purchasing officer is hereby authorized to dispose of surplus goods which are not used or needed or which have become unsuitable for city use. Such goods may be disposed of by any of the following procedures:

(1) Exchanged or traded in on new goods;

(2) Sold utilizing competitive procedures similar to those prescribed herein for open market procurement;

(3) Sold at public auction conducted by a professional auctioneer;

(4) Sold utilizing a negotiation process when the purchasing officer deems that such process is in the best interests of the city;

(5) Disposed of as scrap material or destroyed if no resale value exists; or

(6) Donated to a non-profit organization or other public entity following a city council determination that such donation serves a public purpose.

(Ord. 18-953 § 2 (part), 2018)

2.20.130 Record keeping requirements for recovered organic waste and recycled paper products.

(a) The Administrative Services Department will be the responsible department and will select an employee to act as the recordkeeping designee that will be responsible for obtaining records pertaining to procurement of recovered organic waste products and recycled-content paper products and recycled-content printing and writing paper.

(b) The recordkeeping designee will do the following to track procurement of recovered organic waste products, recycled-

content paper products, and recycled-content printing and writing paper:

(1) Collect and collate copies of invoices or receipts (paper or electronic) or other proof of purchase that describe the procurement of printing and writing paper and paper products, including the volume and type of all paper purchases; and, copies of certifications and other required verifications from all departments and/or divisions procuring paper products and printing and writing paper (whether or not they contain recycled content) and/or from the vendors providing printing and writing paper and paper products. These records must be kept as part of city's documentation of its compliance with 14 CCR Section 18993.3.

(2) Collect and collate copies of invoices or receipts or documentation evidencing procurement from all departments and divisions procuring recovered organic waste products and invoices or similar records from vendors/contractors/others procuring recovered organic waste products on behalf of the city to develop evidence of the city meeting its annual recovered organic waste product procurement target. These records must be kept as part of the city's documentation of its compliance with 14 CCR Section 18993.1.

(3) Collect, collate, and maintain documentation submitted by the city, direct service providers, and/or vendors, including the information reported to the recordkeeping designee in accordance with Sections C-2 1.c, C-2 2.b, C-2 3.b, C-3 1.c, C-3 2.b, C-3 3.a, D-1 3, and D-2 1.e.

(4) Compile an annual report on the city's direct procurement, and vendor/other procurement on behalf of the city, of recovered organic waste products, recycled-content paper products, and recycled-content printing and writing paper, consistent with the recordkeeping requirements contained in 14 CCR Section 18993.2 for the annual recovered organic waste product procurement target and 14 CCR Section 18993.4 for recycled-content paper products and recycled-content printing and writing paper procurement. This report shall be made available to the city's responsible entity for compiling the annual report to be submitted to CalRecycle (which will include a description of compliance on many other SB 1383 regulatory requirements) pursuant to 14 CCR Division 7, Chapter 12, Article 13. The procurement report shall also be shared with council annually as evidence of implementing this policy.

(Ord. 677 § 2, 2021)

Chapter 2.21

BID PROCEDURES FOR PUBLIC PROJECTS

Sections:

- 2.21.010 Purpose.
- 2.21.020 Bidding procedures for defined public projects.
- 2.21.030 List of contractors.
- 2.21.040 Informal bidding procedure.
- 2.21.050 Formal bidding procedures.
- 2.21.060 Rejecting formal bids.
- 2.21.070 Plans and specifications.
- 2.21.080 Emergencies.
- 2.21.090 Cooperative or piggyback awards.

2.21.010 Purpose.

This chapter is intended to establish informal bidding procedures for certain public projects, as defined herein, subject to regulations that are consistent with the requirements of the Uniform Public Construction Cost Accounting Act (Public Contracts Code Section 22000 *et seq.*) (the "Act").

(Ord. 18-954 § 3 (part), 2018)

2.21.020 Bidding procedures for defined public projects.

(a) The city manager may cause public projects of one hundred seventy-five thousand dollars (\$175,000) or less to be performed or let to contract by informal procedures as set forth in this chapter and the Act.

(b) Except as set forth in Section 2.21.020(f), the following limits and procedures apply to contracting for public projects in the city:

(1) Public projects of forty-five thousand dollars (\$45,000) or less may be performed by the employees of the city, by force account, by negotiated contract, or by purchase order;

(2) Public projects of greater than forty-five thousand dollars (\$45,000) but less than one hundred seventy-five thousand dollars (\$175,000) may be let to contract through informal procedures as set forth in this chapter and the Act; and

(3) Public projects of more than one hundred seventy-five thousand dollars (\$175,000) shall, except as otherwise provided in this chapter or in the Public Contract Code, be let to contract by the formal bidding procedure set forth in this chapter and the Public Contract Code.

(c) The dollar thresholds in this section refer to the city engineer's written estimate of the cost of any public project.

(d) It shall be unlawful to split or separate into smaller work orders or projects any public project for the purpose of evading the provisions of this chapter requiring work to be done by contract after informal or formal competitive bidding.

(e) The term "public project" shall have the definition set forth in Public Contracts Code Section 22002.

(f) The dollar thresholds set forth in subsections (a) and (b) of this section shall increase or decrease automatically as necessary to comply with any adjustment mandated by the State Controller pursuant to the authority granted by Public Contract Code Section 22020.

(Ord. 18-954 § 3 (part), 2018)

2.21.030 List of contractors.

A list of qualified contractors, identified according to categories of work, shall be developed and maintained in accordance with Public Contract Code Section 22034(a) and any criteria promulgated from time to time by the California Uniform Construction Cost Accounting Commission ("Commission"). Such list shall be maintained and updated from time to time by the city manager or the city manager's designee.

(Ord. 18-954 § 3 (part), 2018)

2.21.040 Informal bidding procedure.

The following procedures shall apply to informal bids for public projects:

(a) Notice inviting informal bids.

(1) Required noticing. When a public project is permitted to be let to contract by informal bidding pursuant to this chapter, a notice inviting informal bids shall be mailed and/or emailed to all contractors on the list created pursuant to Section 2.21.030 for the category of work being bid, and to all the construction trade journals specified by the Commission in accordance with Public Contract Code Section 22036.

(2) Optional noticing. Notice may be also provided to any additional contractors, publications and/or construction trade journals identified by the city manager or the city manager's designee.

(b) Exception. If the product or service to be procured for a public project is proprietary in nature such that it can be obtained only from a certain contractor or contractors, the notice inviting informal bids may be sent exclusively to such contractor or contractors.

(c) Time of giving notice. All mailing of notices to contractors and construction trade journals pursuant to this Section shall be completed not less than ten calendar days before bids are due.

(d) Description of project. The notice inviting informal bids shall describe the project in general terms and how to obtain more detailed information about the project, and state the time and place for the submission of bids.

(e) Authority to award contracts. The city manager is authorized to award a contract for a public project pursuant to the process set forth in this Section if the lowest bid received is twenty thousand dollars (\$20,000) or less. Contracts valued at more than twenty thousand dollars (\$20,000) require City Council approval.

(f) Bids exceeding one hundred seventy-five thousand dollars (\$175,000). If all bids received pursuant to the informal process are in excess of one hundred seventy-five thousand dollars (\$175,000), the City Council may adopt a resolution by a four-fifths vote to award the contract to the lowest responsible bidder at one hundred eighty-seven thousand five hundred dollars (\$187,500) or less, if it determines the city's cost estimate was reasonable.

(g) Award of contract. Any contract awarded pursuant to this section shall be awarded to the lowest responsible bidder. If two or more bids received are for the same total amount or unit price, quality and service being equal, the approving entity may accept either bid.

(h) No bids. If no bids are received, the project may be performed by city employees by force account, or negotiated contract without further complying with this chapter.

(Ord. 18-954 § 3 (part), 2018)

2.21.050 Formal bidding procedures.

For those projects requiring formal bidding under Section 2.21.020, the following procedures shall be used:

(a) Notice. A notice shall be published, at least once, fourteen (14) calendar days before the date of opening the bids in a newspaper of general circulation printed and published in the jurisdiction of the city. The notice inviting formal bids shall also

be sent electronically if available by either facsimile or email, and mailed to all construction trade journals specified by the Commission in accordance with Public Contract Code Section 22036. The notice shall be mailed at least fifteen (15) calendar days before the date of opening the bids. The notice inviting formal bids shall state the time and place for the receiving and opening of sealed bids and distinctly describe the project. In addition to notice required by this section, the city may give such other notice as it deems proper.

(b) Bidder's security/failure to sign contract. Bidder's security shall be prescribed in the notice inviting bids in an amount equal to ten (10%) percent of the amount bid. Bidder's security shall be either a cash deposit with the city, a cashier's or certified check payable to the city, or a bidder's bond. Unsuccessful bidders shall be entitled to the return of bid security within sixty (60) days of the date of the award. However, the lowest responsive and responsible bidder shall forfeit all or part of his/her bid security, as may be determined by the city council, upon the bidder's refusal or failure to execute the contract within ten (10) days after the date of the award of the contract. On the refusal or failure of the lowest responsive and responsible bidder to execute the contract, the city council may award the contract to the next lowest responsive and responsible bidder. All bids must be signed by person authorized to bind company to bid terms.

(c) Bid opening procedure. Sealed bids shall be submitted to the city clerk's office and shall be identified as to bidder, project, and "bid" on the envelope. Bids shall be opened by the city clerk's staff in public at the time and place stated in the notice inviting bids. A written record and tabulation shall be made at that time of all bids received by the deadline. Bids that are received after the submittal deadline shall be marked as "Late" and shall not be opened at the bid opening and shall not be considered for award. Bids shall be open for public inspection in accordance to the California Public Records Act during regular business hours for a period of one year after the bid opening.

(d) Award of contracts/minor irregularities. Contracts shall be awarded by the city council to the lowest responsive and responsible bidder whose bid fulfills the purpose intended, according to criteria designated in the solicitation, and provided the award amount is within the unencumbered appropriation for that item. The city council may waive minor bid irregularities.

(e) Change orders. A "change order" shall be used to modify the contract documents regarding contract price, schedule of payments, completion date, plans and specifications, and for unit price overruns and under runs, as specified in the contract. Work description and justification must relate to the original project and must be work necessary to achieve original scope of project. After a determination that costs are merited by developments in a specific project, the city manager is authorized to issue change orders up to the contract contingency approved by the city council.

(f) Tie bids. If two or more bids received are for the same total amount or unit price, quality and service being equal, and if the public interest will not permit the delay or re-advertising for bids, the city council may accept either bid.

(g) Performance/labor/materials bonds. A labor and materials bond, plus a performance bond shall be required, from an acceptable surety, in such amounts and in such a form as the city finds reasonably necessary to protect the public interest.

(h) No bids. If no bids are received, the project may be performed by city employees by force account, informal bidding procedures, or negotiated contract, without further complying with this chapter.

(Ord. 18-954 § 3 (part), 2018)

2.21.060 Rejecting formal bids.

The following rules apply to rejecting formal bids for public projects:

(a) Rejecting formal bids. In its discretion, the city council may reject any bids presented, if the city, prior to rejecting all bids and declaring that the project can be more economically performed by employees of the agency, furnishes a written notice to an apparent low bidder. The notice shall inform the bidder of the city's intention to reject the bid and shall be mailed at least two business days prior to the city council meeting at which the city intends to reject the bid. If after the first invitation of bids all bids are rejected, after reevaluating its cost estimates of the project, the city shall have the option of either of the following:

(1) Abandoning the project or re-advertising for bids in the manner described by this chapter.

(2) After adopting a resolution by a four-fifths vote of the city council declaring that the project can be performed more economically by city employees, have the public project done by force account without further complying with this chapter.

(Ord. 18-954 § 3 (part), 2018)

2.21.070 Plans and specifications.

The city council shall adopt plans, specifications, and working details for all public projects exceeding the amount specified in Section 2.21.020(b)(3). Any person may examine the plans, specifications, or working details, or all of these, adopted by the city for any public project.

(Ord. 18-954 § 3 (part), 2018)

2.21.080 Emergencies.

(a) In cases of emergency when repair or replacements are necessary, the city council may proceed at once to replace or repair any public facility without adopting plans, specifications, strain sheets, or working details, or giving notice for bids to let contracts. The work may be done by day labor under the direction of the city manager, by contractor, or by a combination

of the two.

(b) In case of an emergency, if notice for bids to let contracts will not be given, the city shall comply with Chapter 2.5 of Part 3 of Division 2 of the Public Contract Code (commencing with Section 22050).

(Ord. 18-954 § 3 (part), 2018)

2.21.090 Cooperative or piggyback awards.

In all public works projects, whether requiring formal or informal bidding procedures, the city council or the City Manager (when appropriate) may use cooperative competitive bidding procedure or a "piggyback" contract prepared by and processed through another local, state, or federal governmental agency or a cooperative purchasing entity established or utilized by such governments or public agencies. To be eligible, the piggyback contract must have been the result of the competitive bidding process of that entity. Under such circumstances, the city may join into an existing awarded contract obtained within thirty-six (36) months of the contemplated joinder by the city.

(Ord. 21-975 § 2, 2021)

Chapter 2.22

GAS TAX STREET IMPROVEMENT FUND

Sections:

- 2.22.010 Purpose of improvement fund.
- 2.22.020 Creation of improvement fund.
- 2.22.030 Payments into improvement fund.
- 2.22.040 Expenditures from improvement fund.

2.22.010 Purpose of improvement fund.

The improvement fund established by this chapter is intended to enable the city to receive apportionments of funds from the Highway Users Tax Fund, as those apportionments are provided for in Chapter 3 of Division 3 and Chapter 1 of Article 5 of Division 1 of the Streets and Highways Code.

(Ord. 767 § 1 (part), 1998)

2.22.020 Creation of improvement fund.

A special improvement fund, known as the gas tax street improvement fund, was established in 1957 by Ordinance No. 2242 as a separate interest-bearing account.

(Ord. 767 § 1 (part), 1998)

2.22.030 Payments into improvement fund.

All funds received by the city from the state of California under Sections 2105, 2106, 2107, 2107.5 and other applicable provisions of the Streets and Highways Code that are required to be deposited in the gas tax street improvement fund will be so deposited by the city's finance director. All interest received by the city from the investment of funds in this gas tax street improvement fund will be credited to the fund.

(Ord. 767 § 1 (part), 1998)

2.22.040 Expenditures from improvement fund.

All funds deposited in the improvement fund, including all accrued interest, must be expended exclusively for street purposes and such other purposes as are authorized by the Streets and Highways Code.

(Ord. 767 § 1 (part), 1998)

Chapter 2.24

AIR QUALITY IMPROVEMENT TRUST FUND

Sections:

2.24.010 Purpose of trust fund.

2.24.020 Creation of trust fund.

2.24.030 Administration of the trust fund.

2.24.010 Purpose of trust fund.

The trust fund established by this chapter is intended to facilitate the city's support for the use of motor vehicle registration fees to implement various projects and programs to reduce air pollution from motor vehicles in the south coast district of California.

(Ord. 767 § 1 (part), 1998)

2.24.020 Creation of trust fund.

A special fund, known as the air quality improvement trust fund, was established in 1991 by Ordinances No. 640 as a separate interest-bearing trust fund account in a financial institution that is authorized to receive deposits of city funds.

(Ord. 767 § 1 (part), 1998)

2.24.030 Administration of the trust fund.

(a) Receipt of Fees. The additional motor vehicle registration fees that are distributed to the city by the South Coast Air Quality Management District (SCAQMD) will be accepted by the city's finance director and deposited in the trust fund account. All interest earned on the trust fund account will be credited only to that account.

(b) Expenditure of Fee Revenues. All fee revenues or grants received from the SCAQMD and deposited in the trust fund account must be expended within the time specified by state law on projects and programs to reduce air pollution from motor vehicles that are authorized by, or necessary to implement, the Clean Air Act Amendments of 1990, the California Clean Air Act of 1998, or the plan prepared under Article 5 (commencing with Section 40460) of Chapter 5.5 of Part 3 of the Health and Safety Code (collectively referred to as mobile source air pollution reduction programs.)

(c) Audit. The city will be subject to an audit by the SCAQMD of each project or program funded with revenues from the trust fund account, as provided for in Section 44244.1 of the Health and Safety Code.

(Ord. 767 § 1 (part), 1998)

Chapter 2.26

DOCUMENTARY TRANSFER TAX

Sections:

2.26.010 Short title.

2.26.020 Savings clause.

2.26.030 Tax imposed.

2.26.040 Exemptions from the tax.

2.26.050 Administration of the tax.

2.26.060 Claims for refunds.

2.26.010 Short title.

This chapter is known and may be cited as the "real property transfer tax ordinance of the city of La Puente."

(Ord. 767 § 1 (part), 1998)

2.26.020 Savings clause.

The provisions of this chapter are substantially the same as those originally set forth in Ordinance No. 293, as adopted on November 28, 1967, in accordance with the authority contained in Part 6.7 (commencing with Section 11901) of Division 2 of the Revenue and Taxation Code. Therefore, this chapter is to be construed as a restatement and continuation of Ordinance No. 293, as previously codified, and not as a new enactment.

(Ord. 767 § 1 (part), 1998)

2.26.030 Tax imposed.

A tax at the rate of twenty-seven and one-half cents for each five hundred dollars or fractional part thereof is imposed

upon each deed, instrument or writing by which any lands, tenements, or other realty sold within the city is granted, assigned, transferred, or otherwise conveyed to, or vested in, the purchaser or purchasers, or any other person or persons, by his or their direction, when the consideration or value of the interest or property conveyed (exclusive of the value of any lien or encumbrances remaining thereon at the time of sale) exceeds one hundred dollars.

(Ord. 767 § 1 (part), 1998)

2.26.040 Exemptions from the tax.

The documentary transfer tax imposed by this chapter does not apply to any of the deeds, instruments, writings, conveyances or other transactions that are specifically exempted by Sections 11921 through 11929 of the Revenue and Taxation Code.

(Ord. 767 § 1 (part), 1998)

2.26.050 Administration of the tax.

The county of Los Angeles will administer the documentary transfer tax in accordance with the provisions of Part 6.7 of Division 2 (commencing with Section 11901) of the Revenue and Taxation Code.

(Ord. 767 § 1 (part), 1998)

2.26.060 Claims for refunds.

Claims for refunds of taxes imposed under this chapter are governed by the provisions of Chapter 5 (commencing with Section 5096) of Part 9 of Division 1 of the Revenue and Taxation Code.

(Ord. 767 § 1 (part), 1998)

Chapter 2.28

EMERGENCY SERVICES

Sections:

- 2.28.010 Purposes.
- 2.28.020 Definition.
- 2.28.030 Disaster council membership.
- 2.28.040 Disaster council powers and duties.
- 2.28.050 Director and assistant director of emergency services.
- 2.28.060 Powers and duties of the director and assistant director of emergency services.
- 2.28.070 Emergency organization.
- 2.28.080 Emergency plan.
- 2.28.090 Expenditures.
- 2.28.100 Punishment of violations.
- 2.28.110 Repeal of conflicting ordinances.

2.28.010 Purposes.

The declared purposes of this chapter are to provide for the following: the preparation and carrying out of plans for the protection of persons and property within this city in the event of an emergency; the direction of the emergency organization; and the coordination of the emergency functions of this city with all other public agencies, corporations, organizations, and affected private persons.

(Ord. 767 § 1 (part), 1998)

2.28.020 Definition.

As used in this chapter, "emergency" means the actual or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property within this city caused by such conditions as air pollution, fire, flood, storm, epidemic, riot or earthquake, or other conditions, including conditions resulting from a labor controversy, which conditions are or are likely to be beyond the control of the services, personnel, equipment and facilities of this city and therefore must be addressed by the combined forces of the city and other political subdivisions.

(Ord. 767 § 1 (part), 1998)

2.28.030 Disaster council membership.

The city's disaster council is created and will consist of the following:

- (a) The mayor, who will be the chair;
- (b) The director of emergency services, who will be the vice-chair;
- (c) The assistant director, appointed by the city manager with the advice and consent of the city council who, under the supervision of the director, will develop the emergency plan and will periodically review and update the plan;
- (d) The chiefs of emergency services that may be provided for in any current emergency plan that is adopted pursuant to this chapter;
- (e) Representatives of civic, business, labor, veterans, professional, and other organizations having an official emergency responsibility, that may be appointed by the director with the advice and consent of the city council.

(Ord. 767 § 1 (part), 1998)

2.28.040 Disaster council powers and duties.

It is the duty of the disaster council, and it is empowered, to develop and recommend for adoption by the city council various emergency and mutual aid plans and agreements, and all ordinances, resolutions, rules and regulations that are necessary to implement these plans and agreements. The disaster council will meet upon call of the chair or, in the chair's absence from the city or inability to call such meeting, upon the call of the vice-chair.

(Ord. 767 § 1 (part), 1998)

2.28.050 Director and assistant director of emergency services.

- (a) There is created the office of director of emergency services. The city manager is the director of emergency services.
- (b) There is created the office of assistant director of emergency services, who will be appointed by the director.

(Ord. 767 § 1 (part), 1998)

2.28.060 Powers and duties of the director and assistant director of emergency services.

- (a) The director is empowered to:

(1) Request the city council to proclaim the existence or threatened existence of a local emergency if the city council is in session, or to issue such a proclamation if the city council is not in session. Whenever a local emergency is proclaimed by the director, the city council must take action to ratify the proclamation within seven days thereafter or the proclamation will have no further force or effect;

(2) Request the Governor to proclaim a state of emergency when, in the opinion of the director, the locally available resources are inadequate to cope with the emergency;

(3) Control and direct the effort of the emergency organization of this city to accomplish the purposes of this chapter;

(4) Direct cooperation between and coordination of services and staff of the emergency organization, and resolve questions of authority and responsibility that may arise between them;

(5) Represent the city in all dealings with public or private agencies on matters pertaining to emergencies;

(6) Upon the proclamation of a local emergency by the city council or the director, or the proclamation of a state of emergency by the Governor or the director of the state Office of Emergency Services, or the existence of a state of war emergency, the director is empowered:

(A) To make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by that emergency; provided, however, such rules and regulations must be approved at the earliest practicable time by the city council,

(B) To obtain vital supplies and equipment that may be needed for the protection of life and property, to bind the city for payment of their fair value and, if required immediately, to commandeer the same for public use,

(C) To require the emergency services of any city officer or employee and, in the event of the proclamation of a state of emergency in Los Angeles County or the existence of a state of war emergency, to command the aid of as many citizens of this community as the director deems necessary in the execution of the director's duties; those persons are entitled to all privileges, benefits and immunities that are provided by state law for registered disaster service workers,

(D) To requisition necessary personnel or material of any city department or agency,

(E) To execute all ordinary power and authority as city manager, all of the special powers conferred by this chapter, by resolution, or by an emergency plan adopted by the city council, and all powers conferred by statute, by agreement

approved by the city council, and by any other lawful authority.

(b) The director of emergency services must designate the order of succession to the office, which will take effect if the director is unavailable to attend meetings and otherwise perform all duties during an emergency. That order of succession must be approved by the city council.

(c) The assistant director must, under the supervision of the director and with the assistance of emergency service chiefs, develop emergency plans, manage the emergency programs, and perform all other powers and duties that may be assigned by the director.

(Ord. 767 § 1 (part), 1998)

2.28.070 Emergency organization.

The emergency organization of the city consists of the following: all officers and employees of the city, together with those volunteer forces enrolled to aid them during an emergency, and all groups, organizations and persons who may, by agreement or operation of law, including persons pressed into service under the provisions of Section 2.28.060(a)(6)(C) of this chapter, be charged with duties incident to the protection of life and property during any emergency.

(Ord. 767 § 1 (part), 1998)

2.28.080 Emergency plan.

The disaster council is responsible for the development of the city's emergency plan, which plan must provide for the effective mobilization of all resources of the city, both public and private, to meet any condition constituting a local emergency, state of emergency, or state of war emergency, and must provide for the organization, powers, duties, services and staff of the emergency organization. This plan will take effect upon its adoption by resolution of the city council.

(Ord. 767 § 1 (part), 1998)

2.28.090 Expenditures.

Any expenditures made in connection with emergency activities, including mutual aid activities, will be deemed conclusively to be for the direct protection and benefit of the inhabitants and property within the city.

(Ord. 767 § 1 (part), 1998)

2.28.100 Punishment of violations.

It is a misdemeanor, punishable by a fine of not to exceed one thousand dollars, or by imprisonment for not to exceed six months, or both, for any person during an emergency to:

(a) Wilfully obstruct, hinder or delay any member of the emergency organization in the enforcement of any lawful rule or regulation issued pursuant to this chapter, or in the performance of any duty imposed by this chapter;

(b) Do any act prohibited by any lawful rule or regulation issued pursuant to this chapter, if that act is of such a nature as to give, or be likely to give, assistance to the enemy or to imperil the lives or property of inhabitants of this city, or to prevent, hinder or delay their defense or protection;

(c) Wear, carry or display, without authority, any means of identification specified by the emergency agency of the state.

(Ord. 767 § 1 (part), 1998)

2.28.110 Repeal of conflicting ordinances.

It is the intent of the city council in enacting the ordinance codified in this chapter that it be considered a revision and continuation of Ordinance No. 620 that is repealed by the ordinance codified in this chapter, and the status of volunteers will not be affected by that repeal; nor will civil defense and disaster mutual aid plans and agreements, rules and regulations, or resolutions adopted pursuant to that repealed ordinance be affected by that repeal until amended, modified or superseded as provided in this chapter.

(Ord. 767 § 1 (part), 1998)

Chapter 2.30

CLAIMS AGAINST THE CITY FOR MONEY OR DAMAGES

Sections:

2.30.010 General.

2.30.020 Special claims procedures.

2.30.010 General.

(a) The provisions of this chapter recognize that the general claim procedures applicable to local public agencies, including this city, are governed by the provisions of Chapter 1 (commencing with Section 900) and Chapter 2 (commencing with Section 910) of Part 3, Division 3.6, Title 1 of the Government Code.

(b) The procedures relating to the presentation, processing, review, settlement, compromise and rejection of claims for money or damages against the city must be consistent with the provisions of the Government Code referenced in subsection (a) of this section.

(Ord. 767 § 1 (part), 1998)

2.30.020 Special claims procedures.

In accordance with the authority conferred by Section 935 of the Government Code, the following procedures are established for claims against the city for money or damages that are not now governed by state statutes or by local ordinance:

(a) Employee Claims. Notwithstanding the exceptions contained in Section 905 of the Government Code, all claims by public officers or employees for fees, salaries, wages, overtime pay, holiday pay, compensating time off, vacation pay, sick leave pay, and any other expenses or allowances claimed to be due from the city, when a procedure for processing those claims is not otherwise provided by state statutes or local ordinance, must be presented within the time limitations and in the manner prescribed by Sections 910 through 915.2 of the Government Code. Those claims are further subject to the provisions of Section 945.4 of the Government Code relating to the prohibition of suits in the absence of the presentation of claims and action thereon by the city council or its designee.

(b) Contract and Other Claims. In addition to the requirements of subsection (a) of this section, and notwithstanding the exemptions set forth in Section 905 of the Government Code, all claims against the city for damages or money, when a procedure for processing those claims is not otherwise provided by state statutes or local ordinance, must be presented within the time limitations and in the manner prescribed by Sections 910 through 915.2 of the Government Code. Those claims are further subject to the provisions of Section 945.4 of the Government Code relating to the prohibition of suits in the absence of the presentation of claims and action thereon by the city council or its designee.

(c) Format of Claims. All claims must be in writing and verified by the claimant or by the claimant's guardian, conservator, executor or administrator. No claim may be filed on behalf of a class of persons unless it is verified by every member of that class as required by this paragraph.

(Ord. 767 § 1 (part), 1998)

Chapter 2.32

MUNICIPAL ELECTIONS

Sections:

2.32.010 General municipal election date.

2.32.020 Extension of terms.

2.32.030 Nomination papers—Filing fee— Waiver.

2.32.040 Campaign contribution limits.

2.32.010 General municipal election date.

As authorized by Sections 1301 and 10403.5 of the Elections Code, the city's general municipal election shall be consolidated with the County of Los Angeles and shall be held on the first Tuesday following the first Monday in November of even-numbered years.

(Ord. 941 § 2, 2016; Ord. 09-892 § 2, 2009; Ord. 829 2, 2004; Ord. 767 § 1 (part), 1998)

2.32.020 Extension of terms.

Commencing in 2018, those terms of office that would have expired in April of even-numbered years are extended until certification of the results and administration of oaths of office after the November 2018 general municipal election.

(Ord. 941 § 3, 2016; Ord. 09-892 § 2, 2009; Ord. 829 3 (part), 2004; Ord. 767 § 1 (part), 1998)

2.32.030 Nomination papers—Filing fee— Waiver.

(a) Concurrently with the filing of a candidate's nomination papers for an elective municipal office, a filing fee in the sum of twenty-five dollars must be paid to the city elections official, unless the provisions of subsection (b) of this section are

applicable.

(b) The fee required under subsection (a) of this section will be waived if the candidate files with the city elections official an in-lieu-filing-fee petition that complies with all applicable provisions of the California Elections Code.

(Ord. 799 § 3, 2001; Ord. 767 § 1 (part), 1998)

2.32.040 Campaign contribution limits.

Pursuant to the Political Reform Act of 1974, the campaign contribution limits set forth in the Government Code are applicable in the City of La Puente. Sections 85301, 85305, 85306, 85307, 85315, 85316, 85317, 85318, and 85702.5 of the Government Code are hereby incorporated by reference herein. (Ord. 21-972, § 2, 2021)

Chapter 2.34

PUBLIC SAFETY, VITAL SERVICES AND NEIGHBORHOOD PROTECTION MEASURE

Sections:

- 2.34.010 Title.
- 2.34.020 Operative date.
- 2.34.030 Purpose.
- 2.34.040 Contract with state.
- 2.34.050 Transactions tax rate.
- 2.34.060 Place of sale.
- 2.34.070 Use tax rate.
- 2.34.080 Adoption of provisions of state law.
- 2.34.090 Limitations on adoption of state law and collection of use taxes.
- 2.34.100 Permit not required.
- 2.34.110 Exemptions and exclusions.
- 2.34.120 Annual audit.
- 2.34.130 Amendments to revenue and taxation code.
- 2.34.140 Enjoining collection forbidden.
- 2.34.150 Severability.

2.34.010 Title.

This Chapter shall be known as the City of La Puente Public Safety, Vital Services and Neighborhood Protection Measure. The City of La Puente shall herein after be called "City". This Chapter shall be applicable in the incorporated territory of the City.

(Ord. 958 § 1 (part), 2018)

2.34.020 Operative date.

"Operative Date" means the first day of the first calendar quarter commencing more than 110 days after the adoption of this Chapter, the date of such adoption being as set forth below.

(Ord. 958 § 1 (part), 2018)

2.34.030 Purpose.

This Chapter is adopted to achieve the following, among other purposes, and directs that the provisions hereof be interpreted in order to accomplish those purposes:

(a) To impose a retail transactions and use tax in accordance with the provisions of Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code and Section 7285.9 of Part 1.7 of Division 2 which authorizes the City to adopt this tax ordinance which shall be operative if a majority of the electors voting on the measure vote to approve the imposition of the tax at an election called for that purpose.

(b) To adopt a retail transactions and use tax ordinance that incorporates provisions identical to those of the Sales and

Use Tax Law of the State of California insofar as those provisions are not inconsistent with the requirements and limitations contained in Part 1.6 of Division 2 of the Revenue and Taxation Code.

(c) To adopt a retail transactions and use tax ordinance that imposes a tax and provides a measure therefore that can be administered and collected by the State Board of Equalization in a manner that adapts itself as fully as practicable to, and requires the least possible deviation from, the existing statutory and administrative procedures followed by the State Board of Equalization in administering and collecting the California State Sales and Use Taxes.

(d) To adopt a retail transactions and use tax ordinance that can be administered in a manner that will be, to the greatest degree possible, consistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, minimize the cost of collecting the transactions and use taxes, and at the same time, minimize the burden of record keeping upon persons subject to taxation under the provisions of this Chapter.

(Ord. 958 § 1 (part), 2018)

2.34.040 Contract with state.

By no later than December 31st of each year, the City shall cause an independent auditor to complete an audit of the City of La Puente Public Safety, Vital Services and Neighborhood Protection Measure. Such report shall review whether the tax revenues collected pursuant to this Chapter are collected, managed, and expended in accordance with the requirements of this Chapter.

(Ord. 958 § 1 (part), 2018)

2.34.050 Transactions tax rate.

For the privilege of selling tangible personal property at retail, a tax is hereby imposed upon all retailers in the incorporated territory of the City at the rate of one-half of one percent (0.5%) of the gross receipts of any retailer from the sale of all tangible personal property sold at retail in said territory on and after the Operative Date of this Chapter.

(Ord. 958 § 1 (part), 2018)

2.34.060 Place of sale.

For the purposes of this Chapter, all retail sales are consummated at the place of business of the retailer unless the tangible personal property sold is delivered by the retailer or his agent to an out-of-state destination or to a common carrier for delivery to an out-of-state destination. The gross receipts from such sales shall include delivery charges, when such charges are subject to the state sales and use tax, regardless of the place to which delivery is made. In the event a retailer has no permanent place of business in the State or has more than one place of business, the place or places at which the retail sales are consummated shall be determined under rules and regulations to be prescribed and adopted by the State Board of Equalization.

(Ord. 958 § 1 (part), 2018)

2.34.070 Use tax rate.

An excise tax is hereby imposed on the storage, use or other consumption in the City of tangible personal property purchased from any retailer on and after the Operative Date of this Chapter for storage, use or other consumption in said territory at the rate of one-half of one percent (0.5%) of the sales price of the property. The sales price shall include delivery charges when such charges are subject to state sales or use tax regardless of the place to which delivery is made.

(Ord. 958 § 1 (part), 2018)

2.34.080 Adoption of provisions of state law.

Except as otherwise provided in this Chapter and except insofar as they are inconsistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, all of the provisions of Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code are hereby adopted and made a part of this Chapter as though fully set forth herein.

(Ord. 958 § 1 (part), 2018)

2.34.090 Limitations on adoption of state law and collection of use taxes.

In adopting the provisions of Part 1 of Division 2 of the Revenue and Taxation Code:

(a) Wherever the State of California is named or referred to as the taxing agency, the name of this City shall be substituted therefor. However, the substitution shall not be made when:

(b) The word "State" is used as a part of the title of the State Controller, State Treasurer, Victim Compensation and Government Claims Board, State Board of Equalization, State Treasury, or the Constitution of the State of California.

(c) The result of that substitution would require action to be taken by or against this City or any agency, officer, or employee thereof, rather than by or against the State Board of Equalization, in performing the functions incident to the administration or operation of this Chapter.

(d) In those sections, including, but not necessarily limited to sections referring to the exterior boundaries of the State of California, where the result of the substitution would be to:

(1) Provide an exemption from this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not otherwise be exempt from this tax while such sales, storage, use or other consumption remain subject to tax by the State under the provisions of Part 1 of Division 2 of the Revenue and Taxation Code, or;

(2) Impose this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not be subject to tax by the state under the said provision of that code.

(e) In Sections 6701, 6702 (except in the last sentence thereof), 6711, 6715, 6737, 6797 or 6828 of the Revenue and Taxation Code.

(1) The word "City" shall be substituted for the word "State" in the phrase "retailer engaged in business in this State" in Section 6203 and in the definition of that phrase in Section 6203.

(Ord. 958 § 1 (part), 2018)

2.34.100 Permit not required.

If a seller's permit has been issued to a retailer under Section 6067 of the Revenue and Taxation Code, an additional transactor's permit shall not be required by this Chapter.

(Ord. 958 § 1 (part), 2018)

2.34.110 Exemptions and exclusions.

(a) There shall be excluded from the measure of the transactions tax and the use tax the amount of any sales tax or use tax imposed by the State of California or by any city, city and county, or county pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or the amount of any state-administered transactions or use tax.

(b) There are exempted from the computation of the amount of transactions tax the gross receipts from:

(1) Sales of tangible personal property, other than fuel or petroleum products, to operators of aircraft to be used or consumed principally outside the county in which the sale is made and directly and exclusively in the use of such aircraft as common carriers of persons or property under the authority of the laws of this State, the United States, or any foreign government.

(2) Sales of property to be used outside the City which is shipped to a point outside the City, pursuant to the contract of sale, by delivery to such point by the retailer or his agent, or by delivery by the retailer to a carrier for shipment to a consignee at such point. For the purposes of this paragraph, delivery to a point outside the City shall be satisfied:

(A) With respect to vehicles (other than commercial vehicles) subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, and undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code by registration to an out-of-City address and by a declaration under penalty of perjury, signed by the buyer, stating that such address is, in fact, his or her principal place of residence; and

(B) With respect to commercial vehicles, by registration to a place of business out-of-City and declaration under penalty of perjury, signed by the buyer, that the vehicle will be operated from that address.

(3) The sale of tangible personal property if the seller is obligated to furnish the property for a fixed price pursuant to a contract entered into prior to the Operative Date of this Chapter.

(4) A lease of tangible personal property which is a continuing sale of such property, for any period of time for which the lessor is obligated to lease the property for an amount fixed by the lease prior to the Operative Date of this Chapter.

(5) For the purposes of subparagraphs (3) and (4) of this section, the sale or lease of tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

(c) There are exempted from the use tax imposed by this Chapter, the storage, use or other consumption in this City of tangible personal property:

(1) The gross receipts from the sale of which have been subject to a transactions tax under any state-administered transactions and use tax ordinance.

(2) Other than fuel or petroleum products purchased by operators of aircraft and used or consumed by such operators directly and exclusively in the use of such aircraft as common carriers of persons or property for hire or compensation under a certificate of public convenience and necessity issued pursuant to the laws of this State, the United States, or any foreign government. This exemption is in addition to the exemptions provided in Sections 6366 and 6366.1 of the Revenue and Taxation Code of the State of California.

(3) If the purchaser is obligated to purchase the property for a fixed price pursuant to a contract entered into prior to the Operative Date of this Chapter.

(4) If the possession of, or the exercise of any right or power over, the tangible personal property arises under a lease which is a continuing purchase of such property for any period of time for which the lessee is obligated to lease the property for an amount fixed by a lease prior to the Operative Date of this Chapter.

(5) For the purposes of subparagraphs (3) and (4) of this section, storage, use, or other consumption, or possession of, or exercise of any right or power over, tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

(6) Except as provided in subparagraph (7), a retailer engaged in business in the City shall not be required to collect use tax from the purchaser of tangible personal property, unless the retailer ships or delivers the property into the City or participates within the City in making the sale of the property, including, but not limited to, soliciting or receiving the order, either directly or indirectly, at a place of business of the retailer in the City or through any representative, agent, canvasser, solicitor, subsidiary, or person in the City under the authority of the retailer.

(7) "A retailer engaged in business in the City" shall also include any retailer of any of the following: vehicles subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, or undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code. That retailer shall be required to collect use tax from any purchaser who registers or licenses the vehicle, vessel, or aircraft at an address in the City.

(d) Any person subject to use tax under this Chapter may credit against that tax any transactions tax or reimbursement for transactions tax paid to a district imposing, or retailer liable for a transactions tax pursuant to Part 1.6 of Division 2 of the Revenue and Taxation Code with respect to the sale to the person of the property the storage, use or other consumption of which is subject to the use tax.

(Ord. 958 § 1 (part), 2018)

2.34.120 Annual audit.

By no later than December 31st of each year, the City shall cause an independent auditor to complete an audit of the City of La Puente Public Safety, Vital Services and Neighborhood Protection Measure. Such report shall review whether the tax revenues collected pursuant to this Chapter are collected, managed, and expended in accordance with the requirements of this Chapter.

(Ord. 958 § 1 (part), 2018)

2.34.130 Amendments to revenue and taxation code.

All amendments subsequent to the effective date of this Chapter to Part 1 of Division 2 of the Revenue and Taxation Code relating to sales and use taxes and which are not inconsistent with Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, and all amendments to Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, shall automatically become a part of this Chapter, provided however, that no such amendment shall operate so as to affect the rate of tax imposed by this Chapter.

(Ord. 958 § 1 (part), 2018)

2.34.140 Enjoining collection forbidden.

No injunction or writ of mandate or other legal or equitable process shall issue in any suit, action or proceeding in any court against the State or the City, or against any officer of the State or the City, to prevent or enjoin the collection under this Chapter, or Part 1.6 of Division 2 of the Revenue and Taxation Code, of any tax or any amount of tax required to be collected.

(Ord. 958 § 1 (part), 2018)

2.34.150 Severability.

If any provision of this Chapter or the application thereof to any person or circumstance is held invalid, the remainder of the Chapter and the application of such provision to other persons or circumstances shall not be affected thereby.

(Ord. 958 § 1 (part), 2018)

Chapter 2.36

OFFICIAL CITY SEAL AND CITY LOGO

Sections:

2.36.010 Purpose.

2.36.020 Official city seal and city logo use policy.

2.36.030 Use of 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. (Ord. 973 § 2 (part), 2021)

2.06.020 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. (Ord. 973 § 2 (part), 2021)

2.36.030 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 Section 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. (Ord. 973 § 2 (part), 2021)



City of La Puente AGENDA REPORT

To: Mayor and City Council For meeting of: July 25, 2023

From: Bob Lindsey, City Manager

By: JD Buckwell, Sr. Supervisor, Public Safety Services

SUBJECT: UPDATE AND DISCUSSION REGARDING SCHEDULE AND FUNDING
OF LA PUENTE/H.E.AR.T. AFFORDABLE PET CARE CLINICS

BACKGROUND/DISCUSSION

City Staff will provide an update on the La Puente/H.E.AR.T. affordable pet care services, proposed clinic scheduling, and related costs to the City for the remainder of the calendar year.

FISCAL IMPACT

Estimated cost per clinic: \$3,500-\$4,000.

RECOMMENDATION

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

ATTACHMENTS

None.