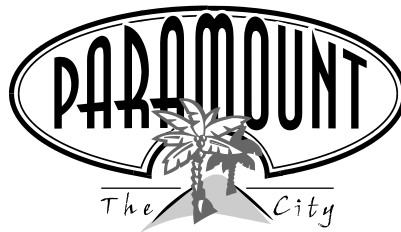


AGENDA

Paramount City Council
June 19, 2018



Adjourned Meeting
City Hall Council Chambers
5:00 p.m.

City of Paramount

16400 Colorado Avenue ❖ Paramount, CA 90723 ❖ (562) 220-2000 ❖ www.paramountcity.com

Public Comments: If you wish to make a statement, please complete a Speaker's Card at the beginning of the meeting. Speaker's Cards are located at the entrance. Give your completed card to a staff member and when your name is called, please go to the rostrum provided for the public. Persons are limited to a maximum of 3 minutes unless an extension of time is granted. No action may be taken on items not on the agenda except as provided by law.

Americans with Disabilities Act: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's office at (562) 220-2027 at least 48 hours prior to the meeting to enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Note: Agenda items are on file in the City Clerk's office and are available for public inspection during normal business hours. Materials related to an item on this Agenda submitted after distribution of the agenda packet are also available for public inspection during normal business hours in the City Clerk's office. The office of the City Clerk is located at City Hall, 16400 Colorado Avenue, Paramount.

Notes

CALL TO ORDER:

Mayor Diane J. Martinez

ROLL CALL OF
COUNCILMEMBERS:

Councilmember Laurie Guillen
Councilmember Daryl Hofmeyer
Councilmember Peggy Lemons
Vice Mayor Tom Hansen
Mayor Diane J. Martinez

PRESENTATIONS

1. RECOGNITION

Recognition of Congresswoman Lucille
Roybal-Allard's Annual Student Art Show
Winners

- Noah Endo
- Susana Muñoz

-
- | | | |
|----|------------------------------------|--|
| 2. | CERTIFICATES OF RECOGNITION | Recognition of Paramount High School Family, Career and Community Leaders of America Students <ul style="list-style-type: none">▪ Maximillian Chau▪ Gabriela Maldonez▪ Tania Munguia▪ Jaylene Prom▪ Gisselle Rios▪ Luisa Robles |
| 3. | CERTIFICATES OF RECOGNITION | Recognition of Paramount High School Students Who Assisted in the Vehicle Accident on March 19, 2018 <ul style="list-style-type: none">▪ Anthony Farias▪ Juan Garza▪ Fernando Melgar▪ Gabriel Orozco |
| 4. | CERTIFICATE OF RECOGNITION | Recognition of Distinguished Long Beach State Alumni Dr. Max Martinez |
| 5. | PLAQUE | Recognition of Outgoing Planning Commissioner Gene Daniels |
| 6. | INTRODUCTION | Ms. Andrea Crow
Paramount Library |

CITY COUNCIL PUBLIC COMMENT UPDATES

PUBLIC COMMENTS

OLD BUSINESS

- | | | |
|----|---|---|
| 7. | INTERIM URGENCY ORDINANCE NO. 1103 | Suspending the Issuance of Any Resident Permit Parking Requests During the Pendency of the City's Review and Adoption of Formal Criteria of Such Requests |
|----|---|---|

NEW BUSINESS

- | | | |
|----|--------------------------|---|
| 8. | AWARD OF CONTRACT | Construction of the Neighborhood Street Resurfacing Improvements
City Project No. 9831 |
|----|--------------------------|---|

-
- | | | |
|-----|-----------------------------|--|
| 9. | AWARD OF
CONTRACT | Construction of the Arterial Street
Resurfacing Improvements on Paramount
Boulevard from Somerset Boulevard to
Rosecrans Avenue
City Project No. 9830 |
| 10. | RESOLUTION NO.
18:020 | Expanding the Public Art Program to
Include Cultural Activities and Events,
Cultural Arts Programs, Student Art
Competitions, and Public Art Galleries |
| 11. | BUDGET | Fiscal Year 2019 Budget |
| | a) RESOLUTION
NO. 18:017 | Approving and Adopting the Fiscal Year
2019 Annual Municipal Operating and
Capital Improvement Budget |
| | b) RESOLUTION
NO. 18:018 | Adopting the Appropriations Limit for
Fiscal Year 2019 |
| | c) RESOLUTION
NO. 18:019 | Adopting the Statement of Investment
Policy for Fiscal Year 2019 |
| | d) APPROVAL | Public Safety Service Agreements
Fiscal Year 2018-2019 |
| | | <ul style="list-style-type: none">▪ Southeast Area Animal Control
Authority (SEAACA) - Dedicated Officer▪ All City Management Services, Inc. -
School Crossing Guard Services▪ Dave Beighton - Detective Bureau
Consultant▪ County of Los Angeles, Probation
Department - Dedicated Probation
Officer▪ Paramount Unified School District -
School Resource Officer |

COMMENTS/COMMITTEE REPORTS

- Councilmembers
- Staff

ADJOURNMENT

To a meeting on July 3, 2018 at 6:00 p.m.

JUNE 19, 2018

PRESENTATION

RECOGNITION OF CONGRESSWOMAN LUCILLE ROYBAL-ALLARD'S
ANNUAL STUDENT ART SHOW WINNERS

- NOAH ENDO
- SUSANA MUÑOZ

JUNE 19, 2018

CERTIFICATES OF RECOGNITION

RECOGNITION OF PARAMOUNT HIGH SCHOOL FAMILY, CAREER AND
COMMUNITY LEADERS OF AMERICA STUDENTS

- MAXIMILLIAN CHAU
- GABRIELA MALDONEZ
- TANIA MUNGUIA
- JAYLENE PROM
- GISSELLE RIOS
- LUISA ROBLES

JUNE 19, 2018

CERTIFICATES OF RECOGNITION

RECOGNITION OF PARAMOUNT HIGH SCHOOL STUDENTS WHO
ASSISTED IN THE VEHICLE ACCIDENT ON MARCH 19, 2018

- ANTHONY FARIAS
- JUAN GARZA
- FERNANDO MELGAR
- GABRIEL OROZCO

JUNE 19, 2018

CERTIFICATE OF RECOGNITION

RECOGNITION OF DISTINGUISHED LONG BEACH STATE ALUMNI

DR. MAX MARTINEZ

JUNE 19, 2018

PLAQUE

RECOGNITION OF OUTGOING PLANNING COMMISSIONER
GENE DANIELS

JUNE 19, 2018

INTRODUCTION

MS. ANDREA CROW
PARAMOUNT LIBRARY

City Council Public Comment Updates

June 19, 2018

From the June 5, 2018 Council Meeting:

Resident	Request/Issue/Concern	Action/Comment
Mr. Ardi	Concerned that the City does not have a game plan and questioned City's economic development efforts.	Staff met with Mr. Ardi and briefed him on the City's history including the use and then eventual loss of redevelopment. Staff also outlined for Mr. Ardi the City's economic development efforts and plans.
Ms. Sara Patricia Huezo	City Council agenda not posted on City website and issues with City's telephone system.	Staff explained to Ms. Huezo that agenda was posted on-line and that downloads may take extra time to show on screen due to file size and speed of user's internet. Staff attempted to contact Ms. Huezo to determine which telephone line Ms. Huezo dialed so that the telephone issue could be addressed. Staff is working with the phone vendor to attempt to resolve the phone issue.

JUNE 19, 2018

INTERIM URGENCY ORDINANCE NO. 1103

“AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PARAMOUNT ADOPTING AN INTERIM URGENCY ORDINANCE PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 65858 SUSPENDING THE ISSUANCE OF ANY RESIDENT PERMIT PARKING REQUESTS DURING THE PENDENCY OF THE CITY’S REVIEW AND ADOPTION OF FORMAL CRITERIA OF SUCH REQUESTS AND DECLARING THE URGENCY THEREOF”

MOTION IN ORDER:

READ BY TITLE ONLY, WAIVE FURTHER READING, AND ADOPT INTERIM URGENCY ORDINANCE NO. 1103.

APPROVED: _____ DENIED: _____

MOVED BY: _____

SECONDED BY: _____

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council

From: John Moreno

By: Adriana Lopez/John E. Cavanaugh

Date: June 19, 2018

Subject: INTERIM URGENCY ORDINANCE NO. 1103

Background

At the June 5, 2018 City Council meeting, Public Safety staff presented a number of issues of concern in connection with Resident Permit parking approvals. Public Safety staff emphasized that the original intent of establishing Resident Permit parking was to address parking in residential neighborhoods that were affected by patrons from nearby business centers and/or establishments. However, in the last decade, the majority of neighborhoods that have been approved for Resident Permit parking were not located near either; instead, the requests were made by Paramount residents who wanted to restrict other Paramount residents from parking in the immediate area; sometimes only affecting a small number of homes. For example, the approval of the last Resident Permit parking request only affected seven homes and has led to animosity and disputes between neighbors. As of May 2018, the Public Safety Department has received five additional requests for Resident Permit parking for specific number blocks.

On May 22, 2018, the Public Safety Commission reviewed the staff report for a temporary stay on the approval of future Resident Permit parking requests. After reviewing the staff report and hearing the public comments, the Public Safety Commission made a motion to recommend that the City Council establish a temporary stay on the approval of future Resident Permit parking applications to allow sufficient time for Public Safety staff to study the potential adverse impacts and to establish formal criteria for future consideration of Resident Permit parking.

At the June 5, 2018 City Council meeting, the City Council reviewed the staff report (Attachment A) presented by Public Safety and directed the City Attorney's office to prepare an urgency ordinance suspending approval of Resident Permit parking requests. (Attachment B).

Without the enactment of this urgency Ordinance No. 1103, both existing and prospective requests for Resident Permit parking could receive approval which would further eliminate street parking and exacerbate current parking shortages in the City's community. To mitigate further parking shortages in residential public streets, City staff

needs time to study the potential adverse community impacts, and mechanisms to establish formal and structured criteria for Resident Permit parking, and to provide the City Council with options and recommendations to adopt such criteria.

Should the City Council adopt Interim Urgency Ordinance No. 1103, it will require a 4/5 vote and the Ordinance will be in effect for forty-five (45) days, until such time as it may expire subject to any extension thereof as authorized by law.

Environmental Review

The adoption of this urgency ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15308 (Class 8), actions by regulatory agencies for protection of the environment, and Section 15061(b)(3), which is the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment.

Recommendation Action

It is recommended that the City Council read by title only, waive further reading, and adopt Interim Urgency Ordinance No. 1103 suspending further approvals of any Resident Permit parking requests.

ATTACHMENT A



To: Honorable City Council

From: John Moreno

By: Adriana Lopez/Anthony Martinez

Date: June 5, 2018

Subject: RESIDENT PERMIT PARKING REQUESTS

Background

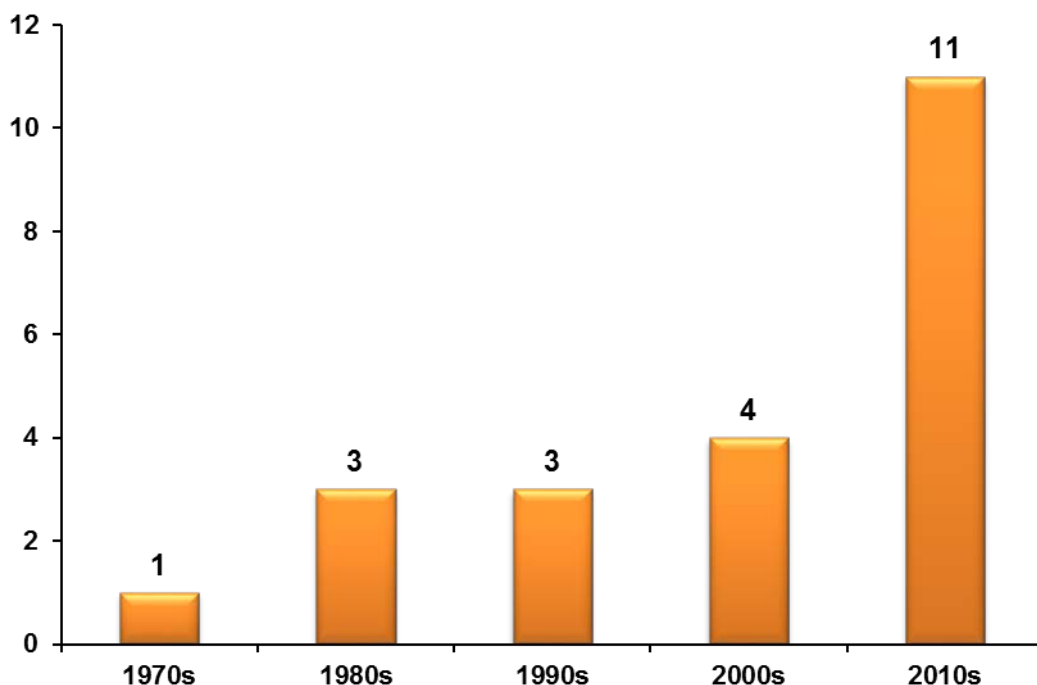
In 1971, the City Council adopted Ordinance No. 305, to amend Section 29-6 of the Paramount Municipal Code regarding traffic control devices. The amendment established the authorization to install traffic control signs such as stops signs, yield right-of-way signs, and street sweeping signs as traffic control devices. In 1983, the City Council adopted Ordinance No. 556, to amend Section 29-6.4 of the Paramount Municipal Code, regulating public parking on certain streets. Ordinance No. 556 in conjunction with Ordinance No. 305, created the first Resident Permit parking in the City. Ordinance No. 556 required that vehicles parked on the following streets from November 15th to January 1st between 7:00 a.m. to 11:30 a.m. display an authorized parking permit:

- 1st Street, 2nd Street, and 3rd Street
- Orizaba Avenue between Somerset Boulevard and 3rd Street
- Indiana Avenue between Somerset Boulevard and 3rd Street
- Jetmore Avenue between 3rd Street and Wiemer Avenue
- Wiemer Avenue between 3rd Street and Jetmore Avenue

Ordinance No. 556 was adopted in response to complaints from local residents concerning patrons from nearby business centers parking on residential streets, limiting the availability of public parking in residential communities.

Since the adoption of Ordinance No. 556, the City Council has amended Section 29-6.4 twenty-nine times. The regulation of public parking in certain neighborhoods has been established to address congestion and limited parking in neighborhoods. In the past seven years, the Public Safety Department has received eleven requests for Resident Permit parking in various neighborhoods. Out of eleven requests received, nine have occurred in the past two years, and three more have been received this year. The number of requests in the past decade has been the highest since the adoption of the Ordinance No. 556, and it is expected to increase by next year. Below is a historical bar

chart on the number of neighborhoods that have been approved for Resident Permit parking:



Current Resident Permit Parking

The original intent of establishing Resident Permit parking was to address parking in residential neighborhoods that were affected by patrons from nearby business centers and/or establishments (i.e. Paramount Adult School). In the last decade, the majority of neighborhoods that have been approved for Resident Permit parking were not located near either; instead, the requests were made by Paramount residents who wanted to restrict other Paramount residents from parking in the immediate area, sometimes only affecting a small number of homes. The approval of the last Resident Permit request (Ordinance No. 1094), which only affected seven homes, has led to animosity and disputes between neighbors. As of May 2018, the Public Safety Department has received four additional requests for Resident Permit parking for specific number blocks.

Public Safety Commission Meeting

On May 22, 2018, the Public Safety Commission reviewed the staff report for a temporary stay on the approval of future Resident Permit parking applications during the regular Public Safety Commission meeting. After reviewing the staff report and hearing the public comments, the Public Safety Commission made a motion to recommend that the City Council establish a temporary stay on the approval of future Resident Permit parking applications to allow Public Safety staff to create formal criteria.

Conclusion

Availability of public parking is a challenge in the City of Paramount, as well as in most Southern California cities. As population and housing grows, many cities are facing parking shortages in residential communities. Requests for Resident Permit parking in the City of Paramount are being submitted at a rapid pace due to the limited street parking.

Currently, the City of Paramount does not have formal criteria for approving Resident Permit parking in a neighborhood. Establishing formal criteria would allow City staff to evaluate each Resident Permit parking request in a more effective matter. Once developed, the criteria would be presented to the Public Safety Commission for a recommendation to the City Council for approval.

Recommendation Action

It is recommended that the City Council direct the City Attorney to prepare a moratorium ordinance suspending any approvals of future Resident Permit parking requests at the next meeting of the City Council and direct staff to develop formal criteria for Resident Permit parking requests.

ATTACHMENT B

CITY OF PARAMOUNT
LOS ANGELES COUNTY, CALIFORNIA

INTERIM URGENCY ORDINANCE NO. 1103

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PARAMOUNT ADOPTING AN INTERIM URGENCY ORDINANCE PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 65858 SUSPENDING THE ISSUANCE OF ANY RESIDENT PERMIT PARKING REQUESTS DURING THE PENDENCY OF THE CITY'S REVIEW AND ADOPTION OF FORMAL CRITERIA OF SUCH REQUESTS AND DECLARING THE URGENCY THEREOF

THE CITY COUNCIL OF THE CITY OF PARAMOUNT DOES ORDAIN AS FOLLOWS:

Section 1. Purpose and Findings.

- A. In 1971, the City Council adopted Ordinance No. 305, to amend Section 29-6 of the Paramount Municipal Code regarding traffic control devices. The amendment established the authorization to install traffic control signs such as stops signs, yield right-of-way signs, and street sweeping signs as traffic control devices. In 1983, the City Council adopted Ordinance No. 556, to amend Section 29-6.4 of the Paramount Municipal Code, regulating public parking on certain streets. Ordinance No. 556 in conjunction with Ordinance No. 305, created the first Resident Permit parking in the City. Ordinance No. 556 required that vehicles parked on the following streets from November 15th to January 1st between 7:00 a.m. to 11:30 a.m. display an authorized parking permit:
- 1st Street, 2nd Street, and 3rd Street
 - Orizaba Avenue between Somerset Boulevard and 3rd Street
 - Indiana Avenue between Somerset Boulevard and 3rd Street
 - Jetmore Avenue between 3rd Street and Wiemer Avenue
 - Wiemer Avenue between 3rd Street and Jetmore Avenue; and
- B. Ordinance No. 556 was adopted in response to complaints from local residents concerning patrons from nearby business centers parking on residential streets, limiting the availability of public parking in residential communities; and
- C. Since the adoption of Ordinance No. 556, the City Council has amended Section 29-6.4 twenty-nine times. The regulation of public parking in certain neighborhoods has been established to address congestion and limited parking in neighborhoods. In the past seven years, the Public Safety Department has received eleven requests for Resident Permit parking in various neighborhoods. Out of eleven requests received, nine have occurred in the past two years, and five more have been received

this year. The number of requests in the past decade has been the highest since the adoption of the Ordinance No. 556, and it is expected to increase by next year; and

- D. The original intent of establishing Resident Permit parking was to address parking in residential neighborhoods that were affected by patrons from nearby business centers and/or establishments (Paramount Adult School). In the last decade, the majority of neighborhoods that have been approved for Resident Permit parking were not located near either; instead, the requests were made by Paramount residents who wanted to restrict other Paramount residents from parking in the immediate area; sometimes only affecting a small number of homes. The approval of the last Resident Permit request (Ordinance No. 1094), which only affected seven homes, has led to animosity and disputes between neighbors. As of May 2018, the Public Safety Department has received four additional requests for Resident Permit parking for specific number blocks; and
- E. On May 22, 2018, the Public Safety Commission reviewed the staff report for a temporary stay on the approval of future Resident Permit parking applications during the regular Public Safety Commission meeting. After reviewing the staff report and hearing the public comments, the Public Safety Commission made a motion to recommend that the City Council establish a temporary stay on the approval of future Resident Permit parking applications to allow Public Safety staff to create formal criteria.
- F. Without the enactment of this ordinance, both existing and prospective requests for Resident Permit parking could receive approval which would further eliminate street parking and exacerbate current parking shortages in the City's community. To mitigate further parking shortages in residential public streets, City staff needs time to study the potential adverse community impacts, and mechanisms to establish formal and structured criteria for Resident Permit parking, and to provide the City Council with options and recommendations to adopt such criteria.
- G. Based on the foregoing, this interim urgency ordinance suspending all approvals of resident permit parking under Section 29-6.4 of the Paramount Municipal Code is necessary to avoid the previously identified current and immediate threat to the public health, safety, or welfare.

Section 2. Interim Moratorium Imposed.

For a period of forty-five (45) days, commencing on the date of the adoption of this interim urgency ordinance, or until such time as this ordinance may expire subject to any extension of this ordinance that the City Council may adopt and approve

pursuant to Section 65858 of the Government Code, no requests for Resident Permit parking shall be approved in the City of Paramount.

Section 3. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance, and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases or portions thereof be declared invalid or unconstitutional.

Section 4. CEQA. This ordinance is not subject to the California Environmental Quality Act ("CEQA") pursuant to §§ 15060 (c) (2) (the activity will not result in a direct or reasonable foreseeable indirect physical change in the environment) and 15060 (c) (3) the activity is not a project as defined in § 15378 of the CEQA Guidelines (Title 14, Chapter 3 of the California Code of Regulations) because it has no potential for resulting in physical change to the environment, directly or indirectly.

Section 5. Declaration of Facts Supporting Urgency Ordinance.
The statements of fact set forth in the preamble to this Ordinance are incorporated by this reference; consequently, the absence of this Ordinance may pose a public safety threat to health, safety and welfare of the residents within the City of Paramount. Therefore, the City Council finds, determines and declares that the immediate preservation of the public peace, health, safety and welfare necessitates the enactment of this ordinance as an urgency ordinance, and accordingly, this Ordinance shall take effect immediately upon a 4/5ths vote.

Section 6. The City Clerk shall certify the adoption of this Ordinance and shall cause the same to be published as required by law.

PASSED AND ADOPTED this 19th day of June, 2018.

Diane J. Martinez, Mayor

Attest:

Lana Chikami, City Clerk

JUNE 19, 2018

AWARD OF CONTRACT FOR CONSTRUCTION OF THE
NEIGHBORHOOD STREET RESURFACING IMPROVEMENTS
(CITY PROJECT NO. 9831)

MOTION IN ORDER:

APPROVE THE PLANS AND SPECIFICATIONS, AWARD THE
CONTRACT FOR CONSTRUCTION OF THE NEIGHBORHOOD STREET
RESURFACING IMPROVEMENTS TO SEQUEL CONTRACTORS, INC.,
SANTA FE SPRINGS, CALIFORNIA, IN THE AMOUNT OF \$737,704.50,
AND AUTHORIZE THE MAYOR TO EXECUTE THE AGREEMENT.

APPROVED: _____ DENIED: _____

MOVED BY: _____

SECONDED BY: _____

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council

From: John Moreno

By: Sarah Ho/William C. Pagett

Date: June 19, 2018

**Subject: AWARD OF CONTRACT FOR CONSTRUCTION OF THE
NEIGHBORHOOD STREET RESURFACING IMPROVEMENTS
(CITY PROJECT NO. 9831)**

On May 15, 2018, the Public Works staff opened and examined the bids for the neighborhood street resurfacing improvements. The bids were opened at 11:00 a.m. in the City Hall Council Chambers.

Five (5) bids were received and the apparent low bid submitted by Sequel Contractors, Inc., amounted to \$737,704.50, which is \$64,036.50 over the budgeted amount of \$673,668. The high bid submitted was in the amount of \$870,377. The \$64,036.50 above the budgeted amount will be paid for with SB1 funds.

Under this project, the following streets will be resurfaced:

<u>Street Location</u>	<u>Beginning</u>	<u>End</u>
San Juan Street	Orange Avenue	El Camino Avenue
San Miguel Street	Orange Avenue	El Camino Avenue
El Camino Avenue	San Carlos Street	Somerset Boulevard
Merkel Avenue	Century Boulevard	Somerset Ranch Rd South

Although this project is budgeted in the current fiscal year, construction will not start until next fiscal year, which begins on July 1, 2018. As a result, we will carry over the project funds into the next fiscal year.

Attached is the list of bidders.

Recommended Action

It is recommended that the City Council approve the plans and specifications, award the contract for construction of the neighborhood street resurfacing improvements to Sequel Contractors, Inc., Santa Fe Springs, California, in the amount of \$737,704.50, and authorize the Mayor to execute the agreement.

JOB NAME: NEIGHBORHOOD STREET IMPROVEMENTS

PROJECT No.: 9831

BID DATE: TUESDAY, MAY 15, 2018

BID TIME: 11:00 AM

	<i>Company Name</i>	<i>Company Address</i>	<i>Bid Amount</i>
1	SEQUEL CONTRACTORS, INC	13546 IMPERIAL HWY SANTA FE SPRINGS, CA 90670	\$737,704.50
2	ALL AMERICAN ASPHALT	P.O. BOX 2229 CORONA, CA 92878-2229	\$775,700.00
3	PALP, INC	2230 LEMON AVE LONG BEACH, CA 90806	\$789,183.00
4	E.C. CONSTRUCTION CO	2213 CHICO AVE. SOUTH EL MONTE, CA 91733	\$807,505.00
5	SULLY MILLER CONTRACTING CO	135 S. STATE COLLEGE BLVD SUITE #400 BREA, CA 92821	\$870,371.00

JUNE 19, 2018

AWARD OF CONTRACT FOR CONSTRUCTION OF THE ARTERIAL STREET RESURFACING IMPROVEMENTS ON PARAMOUNT BOULEVARD FROM SOMERSET BOULEVARD TO ROSECRANS AVENUE (CITY PROJECT NO. 9830)

MOTION IN ORDER:

APPROVE THE PLANS AND SPECIFICATIONS, AWARD THE CONTRACT FOR CONSTRUCTION OF THE ARTERIAL STREET RESURFACING IMPROVEMENTS TO ALL AMERICAN ASPHALT, CORONA, CALIFORNIA, IN THE AMOUNT OF \$838,770, AND AUTHORIZE THE MAYOR TO EXECUTE THE AGREEMENT.

APPROVED: _____ DENIED: _____

MOVED BY: _____

SECONDED BY: _____

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council

From: John Moreno

By: Sarah Ho/William C. Pagett

Date: June 19, 2018

Subject: AWARD OF CONTRACT FOR CONSTRUCTION OF THE ARTERIAL STREET RESURFACING IMPROVEMENTS ON PARAMOUNT BOULEVARD FROM SOMERSET BOULEVARD TO ROSECRANS AVENUE (CITY PROJECT NO. 9830)

On May 29, 2018, the Public Works staff opened and examined the bids for the arterial street resurfacing improvements for FY 18. The bids were opened at 11:00 a.m. in the City Hall Council Chambers.

Three (3) bids were received and the apparent low bid submitted by All American Asphalt, amounted to \$838,770, which is \$13,770 above the budgeted amount of \$825,000. The high bid submitted was in the amount of \$995,725. The bid from All American Asphalt read \$837,770. There was a \$1,000 error in the All American Asphalt bid, which changed the bid to \$838,770. The \$13,770 above the budgeted amount will be paid for with unobligated Prop C Funds.

Although this project is budgeted in the current fiscal year, construction will not start until next fiscal year, which begins on July 1, 2018. As a result, we will carry over the project funds into the next fiscal year.

Attached is the list of bidders.

Recommended Action

It is recommended that the City Council approve the plans and specifications, award the contract for construction of the arterial street resurfacing improvements to All American Asphalt, Corona, California, in the amount of \$838,770, and authorize the Mayor to execute the agreement.

JOB NAME: ARTERIAL STREET IMPROVEMENTS

PROJECT No.: 9830

BID DATE: TUESDAY, MAY 29, 2018

BID TIME: 11:00 AM

	<i>Company Name</i>	<i>Company Address</i>	<i>Bid Amount</i>
1	ALL AMERICAN ASPHALT	P.O. BOX 2229 CORONA, CA 92878-2229	\$838,770.00
2	PALP, INC	2230 LEMON AVE LONG BEACH, CA 90806	\$966,227.00
3	SEQUEL CONTRACTORS, INC	13546 IMPERIAL HWY SANTA FE SPRINGS, CA 90670	\$995,725.00

JUNE 19, 2018

RESOLUTION NO. 18:020

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARAMOUNT
EXPANDING THE PUBLIC ART PROGRAM TO INCLUDE CULTURAL
ACTIVITIES AND EVENTS, CULTURAL ARTS PROGRAMS, STUDENT ART
COMPETITIONS, AND PUBLIC ART GALLERIES”

MOTION IN ORDER:

READ BY TITLE ONLY AND ADOPT RESOLUTION NO. 18:020.

APPROVED: _____ DENIED: _____

MOVED BY: _____

SECONDED BY: _____

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council

From: John Moreno

By: Kevin M. Chun/John Carver

Date: June 19, 2018

Subject: Resolution No. 18:020 - Expansion of the Public Art Program to Include Cultural Activities and Events, Cultural Arts Programs, Student Art Competitions, and Public Art Galleries

This item is a request to expand the purpose of the Public Art Program to include things such as cultural activities and events, cultural arts programs, student art competitions, and public art galleries. The Public Art Program began in the mid-1980s to help alleviate some of the impacts from redevelopment and urbanization, and to enhance the livability and attractiveness of the City. As part of this program, 30 individual pieces of art have been installed in highly visible public locations throughout the City. The Public Art Program initially operated through voluntary contributions by private parties undertaking development of vacant parcels or under-utilized parcels.

In 1993, a Public Art Fee was established to replace voluntary contributions to ensure that there was a more reliable funding source for public art pieces. Fees are collected when a building permit is issued for commercial and industrial projects with a valuation greater than \$100,000. One percent of the valuation is collected for the Public Art Program. For residential developments, the fee applies to projects with a valuation greater than \$100,000 and that contain five or more units. One percent of the valuation is also collected for residential projects for public art. Currently, the balance in the art fund account is \$134,000. Art fund revenues have fluctuated over the years from \$50,000 to \$264,000, depending on development activity in the City.

In the "introduction" to the fee guidelines, adopted in 1993, there is a discussion about the need to provide cultural art opportunities for residents, including the opportunity to participate in cultural activities. Additionally, it is stated that the fee was needed to ensure that all sectors of the community could have access to cultural arts programs. However, in the "purpose" discussion of the fee guidelines it specifically states that the monies collected should be put in a segregated fund and used only for the purchase, placement, installation, maintenance, and protection of art work in public areas/facilities. The guidelines are attached, and will be updated if this item is approved by the City Council.

The request before the City Council is to expand the Public Art Program to include things such as cultural activities and events, cultural arts programs, student art competitions, and public art galleries. This expansion will allow more of the community to participate in public art programs, which are essential to a full and holistic development of the City and its culture.

Recommended Action

It is recommended that the City Council read by title only and adopt Resolution No. 18:020 to expand the Public Art Program to include cultural activities and events, cultural arts programs, student art competitions, and public art galleries.

CITY OF PARAMOUNT
LOS ANGELES COUNTY, CALIFORNIA

RESOLUTION NO. 18:020

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
PARAMOUNT EXPANDING THE PUBLIC ART PROGRAM TO INCLUDE
CULTURAL ACTIVITIES AND EVENTS, CULTURAL ARTS PROGRAMS,
STUDENT ART COMPETITIONS, AND PUBLIC ART GALLERIES

WHEREAS, the Public Art Program was established to help alleviate impacts from redevelopment and urbanization; and

WHEREAS, the Public Art Program was established to enhance the livability and attractiveness of the City; and

WHEREAS, more than 30 individual sculptures have been acquired and placed at highly visible locations throughout the City; and

WHEREAS, the intent of the Public Art Program is to provide cultural resources in the community; and

WHEREAS, the Public Art Program initially operated through voluntary contributions by private parties undertaking development of vacant parcels and under-utilized parcels; and

WHEREAS, a Public Art Fee was established in 1993 to ensure that a reliable funding source was available for the Public Art Program; and

WHEREAS, a one percent fee is paid when projects valued over \$100,000 are issued building permits; and

WHEREAS, monies collected for the Public Art Program are placed in a segregated fund and can only be used for the purchase, placement, installation, maintenance, and protection of art work in public areas/facilities.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PARAMOUNT DOES RESOLVE, DETERMINE, AND ADJUDGE AS FOLLOWS:

Section 1. The City Council finds that cultural activities and events, cultural arts programs, student art competitions, and public art galleries provide vital cultural experiences for the City.

Section 2. The City Council finds that participating in cultural activities is essential to the City and its culture.

Section 3. The City Council hereby amends the Public Art Program to include cultural activities and events, cultural arts programs, student art competitions, and public art galleries.

PASSED, APPROVED, and ADOPTED this 19th day of June, 2018.

Diane J. Martinez, Mayor

Attest:

Lana Chikami, City Clerk

39.20

Public Art Development Fee

Established July 1, 1993



Prepared by City of Paramount Administrative Services Department
16400 Colorado Avenue
Paramount, CA 90723
(310) 220-2027

PUBLIC ART DEVELOPMENT FEE STUDY

Introduction

The development of vacant parcels or the redevelopment of under-utilized parcels creates a singularly and cumulatively large impact on the community. The reuse or redevelopment of these properties creates additional traffic congestion, intensified urbanization and land use, and increased noise, reducing the community's livability and attractiveness for residents and daytime residents.

The intensified urbanization and land use created by development of these parcels negatively impacts and reduces the cultural and artistic opportunities for City residents by creating a situation where residents have less time, incentive, and fewer opportunities to enjoy cultural arts and activities which are an essential part to the City's culture and society.

Since 1986, a portion of these impacts have been mitigated through voluntary contributions by private parties undertaking development of vacant or under-utilized parcels within the City. These voluntary contributions made to the City were for the sole purpose of purchasing and installing sculptures or artwork in highly visible public locations throughout the community. Unfortunately, this voluntary source of funds no longer provides any meaningful contribution to mitigate impacts of new or higher development construction.

In an effort to mitigate this significant ongoing impact, the need exists to provide cultural art opportunities for residents at convenient, visible, and accessible locations where they will have the opportunity to view or participate in cultural activities which are essential to a full and holistic development of the community and its culture. The need also exists to establish a reliable revenue source to fund the program as the cause of the impact (development of vacant or under-utilized parcels) occurs.

Mitigation Response

In order to respond and provide mitigation measures for the increased urbanization, land use, traffic congestion, and reduction in cultural arts opportunities caused by development, the City's Outdoor Art Museum and other cultural arts programs should be significantly expanded to thoroughly cover all areas and sectors of the community.

It is projected that there is a deficiency of art work or sculptures at approximately 40 locations. These 40 locations require the placement of an estimated 100 sculptures or pieces of art work to thoroughly provide the cultural art opportunities intended to sufficiently mitigate development impacts and provide meaningful cultural opportunities to the residents.

It is anticipated that approximately 75 sculptures and 25 paintings/etchings/drawings should be acquired over a 20-30 year period.

Attachment A lists all of the locations which are deemed to be deficient of art pieces along with an estimated cost to acquire the artwork.

Cost of Mitigation Measures

It is anticipated that the approximate 100 art pieces will cost an estimate of approximately \$4.7 million to acquire in 1993 dollars. The estimate is based upon the acquisition of 67 large sculptures at an average purchase price of \$67,500, the purchase of 8 smaller sculptures at an average purchase price of \$17,500 and the purchase of 25 paintings/etchings/drawings at an average purchase price of \$4,000.

Estimated Cost to Acquire Public Art

	Quantity	Price/Unit	Total
Large Sculptures	67	\$ 67,500	\$ 4,522,500
Small Sculptures	8	\$ 17,500	\$ 140,000
Paintings/Drawings	25	\$ 4,000	\$ 100,000
Total Estimated Cost			<u>\$ 4,762,500</u>

We anticipate that the art pieces can be gradually acquired over a 50 year development period which would not unduly burden developers and still provide adequate mitigation measures.

Purpose

The purpose of the fee is to provide adequate funding for the acquisition of public art sculptures to be located in prominent public areas, to mitigate the impact of development of vacant or under-utilized parcels, and serve as a mitigation measure for all of the accompanying urbanization, congestion, and crowding which occurs as a result of development.

The fees collected under this proposal should be placed in a separate fund and segregated from other City monies. The funds should only be used for the purchase, placement, installation, maintenance, and protection of art work in public areas/facilities.

Calculation of Fee

The calculation of the fee is based upon the size of the development. Large developments (those over \$100,000 in building permit valuations) have a singularly larger and cumulatively larger impact upon the community in regard to the issues previously mentioned. Smaller projects (those under \$100,000 in building permit valuations) have singularly negligible impact while their cumulative impacts (under existing zoning laws, built-out land, and development costs) are estimated to be minor.

The fee only applies to "large" developments or those with building permit valuations of \$100,000 or more, since these are the developments which significantly increase urbanization's impact on the social and cultural opportunities in the community.

The fee is recommended to be established at 1% of the development's building permit valuations over \$100,000.

The proposed fee is based upon a projected and anticipated need for the purchase of \$4.75 million of public art sculptures over a 50 year period. The projection of development activity over the next 50 years is based upon development activity over the past 10 years and anticipates and projects a gradual attempt to fulfill the objective of providing cultural art opportunities to the residents and workers of the community.

Appendix A shows, in detail, the calculation methods used to determine the fee. The calculations assume the requirement to purchase 67 large art sculptures, 8 small sculptures, and 25 paintings/etchings/drawings at a total present day cost of \$4,762,500.

The projections assume a 4% annual inflation rate for the actual purchase price for the art and a 5% inflation rate for the valuations of building developments. Additionally, based upon past experience and projection of future conditions, we recommend that the fee only apply to those developments in excess of \$100,000 total building permit valuation. This threshold would eliminate projects which we anticipate do not have a singularly large or cumulatively large impact upon the intensified urbanization which occurs as a result of developing vacant or under-utilized land parcels.

JUNE 19, 2018

RESOLUTION NO. 18:017

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARAMOUNT, APPROVING AND ADOPTING THE FISCAL YEAR (FY) 2019 ANNUAL MUNICIPAL OPERATING AND CAPITAL IMPROVEMENT BUDGET, ASSIGNING THE FY 2018 SURPLUS, AMENDING THE AUTHORIZED POSITION LISTING AND SALARY SCHEDULE FOR CITY EMPLOYEES, AND AUTHORIZING THE CITY MANAGER TO ADMINISTER SAID BUDGET AND MAKE SUCH CHANGES AS MAY BE NECESSARY DURING THE FISCAL YEAR TO MAINTAIN STANDARDS AND LEVELS OF SERVICES AND ACHIEVE THE INTENT OF THE CITY COUNCIL IN PROVIDING MUNICIPAL SERVICES FOR FY 2019”

MOTION IN ORDER:

READ BY TITLE ONLY AND ADOPT RESOLUTION NO. 18:017.

APPROVED: _____ DENIED: _____

MOVED BY: _____

SECONDED BY: _____

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council

From: John Moreno

By: Karina Liu/Clyde Alexander

Date: June 19, 2018

Subject: Resolution No. 18:017: Approving and Adopting the Fiscal Year (FY) 2019 Annual Municipal Operating and Capital Improvement Budget, Assigning the FY 2018 Surplus, Amending the Authorized Position Listing and Salary Schedule for City Employees, and Authorizing the City Manager to Administer Said Budget and Make Such Changes as May Be Necessary During the Fiscal Year to Maintain Standards and Levels of Services and Achieve the Intent of the City Council in Providing Services for FY 2019

The City Council is reviewing the Proposed Budget for Fiscal Year (FY) 2019 at the Study Session tonight. As we reported at the June 5 City Council meeting, the proposed budget is definitely unique with its deficit spending plan in the General Fund due to the potential recall election(s). Should the recall elections not occur, we will have a balanced budget. In any event, we will retain many of the traditional services, programs, and events our residents and businesses have come to expect and appreciate.

The attached resolution adopts the City's FY 2019 Budget in the amount of \$56,005,050. Of this amount, \$42,867,800 represents the operating budget and \$13,137,250 represents the capital improvement budget.

The following are the FY 2019 budget highlights:

Fees

The budget includes a fee enhancement (3.60%) for business license fees based on the increase in the Consumer Price Index (CPI) effective July 1, 2018, and a proposed 7% water rate increase effective September 1, 2018.

Human Resources

STAR After School Program: This is fully funded by the After School Education and Safety grant from the State. In FY 2018, the State increased its funding to keep up with the inflation and the minimum wage requirement as mandated by the State. Therefore, we are proposing a new pay scale for all part-time staff in this program, ranging from 4% to 16%, effective FY 2018.

For all other full-time (City Manager excluded) and part-time (STAR excluded) employees, a 4% Cost-of-Living Adjustment (COLA) is included in the FY 2019 budget. The total cost of implementing the COLA is \$437,450. Also included in the budget is a minor position modification for a Recreation Specialist position, from Range 148 to 151.

This position is currently vacant and, should the City Council approve this modification, no action will be taken until after the anticipated Classification and Compensation Study is complete.

Capital Improvement Projects

The total capital improvement budget for FY 2019 is \$13,137,250, of which \$120,000 is being funded by the General Fund, \$6,800,000 by Water, \$1,048,700 by SB1-RMRA, \$345,000 by SB1-ATP, \$1,298,250 by Proposition C, \$1,277,500 by Measure M, \$988,000 by Measure R, \$507,300 by Highway Bridge Repair, \$620,500 by Capital Improvement Project (CIP) Reserve and the rest with other restricted funds. The budget includes continued improvements to our arterial street corridors and neighborhood streets. In addition, it includes funding for our annual street-by-street median landscape transformation from turf to drought-tolerant plants. The budget continues to include funding for the design of two large-scale improvement projects, the Garfield Avenue widening project, and the Rosecrans bridge repair project.

In terms of park and facility improvements, additional improvements such as the Paramount Community Center and Paramount Park gymnasium are included. The budget also provides funding for design work for a potential new bike park adjacent to the Los Angeles River, and other potential projects.

FY 2019 Budget Adjustments

Since we completed the Proposed Budget document in May, there are areas of expenditure adjustments we are recommending as part of the FY 2019 Budget adoption. These changes will lower the General Fund's (GF) deficit in the fiscal year from \$348,500 to \$302,900.

Adjustments are as follows:

Increase in National Night Out (GF)	\$2,500
Increase in ICMA Conference (GF)	\$2,600
Decrease in Contract Planner (GF)	(\$72,000)
Increase in Salary/Benefits for an Administrative Intern (GF)	\$21,350
Decrease in Youth Organization Funding – YMCA Contract (GF)	(\$25,000)
Increase in YMCA Contract (GF)	\$25,000
Decrease in Salary/Benefits (GF)	(\$50)

FY 2018 Final Budget & Adjustments

The resolution adopts the City's FY 2018 Budget in the amount of \$46,127,450. Of this amount, \$42,516,250 represents the operating budget and \$3,611,200 represents the capital improvement budget. At the end of FY 2018, we are projecting the General Fund to have a surplus of \$96,600 after reserving \$70,000 for carry-over projects and funding \$90,000 to CIP Reserve.

Similar to FY 2019, there are areas of expenditure adjustments we are recommending since the proposed document was completed. These changes are made to reflect a

Resolution No. 18:017 – Fiscal Year 2019 Budget Adoption
Page 3

better estimate for the fiscal year based on the year-to-date expenditures, as some of these are caused by unforeseen maintenance and repairs, and they are all funded by our existing funding sources including the General Fund (GF) and the Water Fund.

Adjustments are as follows:

Increase in National Night Out (GF)	\$2,500
Increase in Telephone (GF)	\$5,000
Increase in City-wide Water Consumption (GF)	\$28,200
Increase in Environmental Analysis (GF)	\$12,650
Increase in Appraisal Services (GF)	\$5,000
Increase in Progress Plaza Alarm (GF)	\$6,500
Increase in Mariposa & Community Center Signage (GF)	\$600
Decrease in GASB 68 Benefits (GF)	(\$10,100)
Increase in Household Supplies (GF)	\$5,000
Increase in Facility Maintenance Supplies (GF)	\$15,000
Increase in Landscape Maintenance (GF)	\$69,300
Increase in Vehicle Maintenance (GF)	\$28,000
Increase in Chemicals and Miscellaneous (Water)	\$7,700
Increase in Emergency Repairs (Water)	\$52,450

Summary

The following resolutions/agreements relating to the adoption of the City's annual budget are included:

- Resolution No. 18:017 – Adopting the City of Paramount FY 2019 Budget
- Resolution No. 18:018 – Setting the Gann Appropriations Limit
- Resolution No. 18:019 – Adopting the FY 2019 Statement of Investment Policy
- Public Safety Service Agreements for FY 2019

Recommended Action

It is recommended that the City Council read by title only and adopt Resolutions Nos. 18:017, 18:018, and 18:019, and Public Safety Service Agreements for FY 2019.

CITY OF PARAMOUNT
LOS ANGELES COUNTY, CALIFORNIA

RESOLUTION NO. 18:017

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARAMOUNT, APPROVING AND ADOPTING THE FISCAL YEAR (FY) 2019 ANNUAL MUNICIPAL OPERATING AND CAPITAL IMPROVEMENT BUDGET, ASSIGNING THE FY 2018 SURPLUS, AMENDING THE AUTHORIZED POSITION LISTING AND SALARY SCHEDULE FOR CITY EMPLOYEES, AND AUTHORIZING THE CITY MANAGER TO ADMINISTER SAID BUDGET AND MAKE SUCH CHANGES AS MAY BE NECESSARY DURING THE FISCAL YEAR TO MAINTAIN STANDARDS AND LEVELS OF SERVICES AND ACHIEVE THE INTENT OF THE CITY COUNCIL IN PROVIDING MUNICIPAL SERVICES FOR FY 2019

WHEREAS, the City Manager has prepared the Fiscal Year 2019 Annual Municipal Operating and Capital Improvement Budget (FY 2019 Budget) in accordance with the Paramount Municipal Code, Chapter II, Article II, Section 2-23 (h); and

WHEREAS, the City Council has examined the Fiscal Year 2019 Budget with the City Manager; and

WHEREAS, the City Council finds the proposed capital improvements to be exempt from the provisions of the California Environmental Quality Act (CEQA) as Section 15301, 15302, 15303, 15304, and 15311 Categorical Exemptions: operation, repair, maintenance, or minor alteration of existing structures or facilities not expanding use; replacement or reconstruction of existing structures or facilities on the same site having the same purpose; new construction of limited small new facilities, and installation of small, new equipment and facilities; minor alterations in the condition of the land, such as grading, gardening, and landscaping that do not affect sensitive resources; and construction of minor structures accessory to existing facilities; and

WHEREAS, the City, pursuant to Federal regulations 24 CFR Part 570.301 under the Housing and Community Development Act (HCDA) of 1974, as amended, has obtained citizen comments on proposed projects which will be undertaken using CDBG and HOME funds; and

WHEREAS, the City Council has reviewed the estimated Fiscal Year 2018 revenues, expenditures, and fund balances as projected to the end of the fiscal year; and

WHEREAS, it is the intention of the City Council to assign any General Fund surplus as of June 30, 2018 to unassigned and assigned fund balances within the General Fund and/or to the Equipment Replacement Fund at the discretion of the City Manager and the Finance Director, and while the actual amount of the Fiscal Year 2018 surplus cannot be determined at this time, an estimated surplus is included; and

WHEREAS, certain capital improvement projects in Fiscal Year 2018 require continuing appropriations to complete the projects; and

WHEREAS, the City Council has studied and discussed the Fiscal Year 2019 Budget.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Paramount, California, as follows:

Section 1. That the General Fund surplus as of June 30, 2018 shall be assigned to unassigned and assigned fund balances within the General Fund and/or to the Equipment Replacement Fund at the discretion of the City Manager and Finance Director.

Section 2. That the Fiscal Year 2019 Annual Municipal Operating Budget is hereby approved and adopted as amended by the City Council and that appropriations be made, by department, in the following amounts:

<u>Department</u>	<u>Amount</u>
Council/Commissions	\$ 327,500
Community Promotion	324,550
City Attorney	326,200
City Manager/City Clerk	1,199,150
Administrative Services	1,340,300
Finance	3,786,350
Community Development	2,274,350
Public Safety	11,963,000
Community Services and Recreation	5,382,700
Public Works	<u>15,943,700</u>

TOTAL OPERATING EXPENDITURES BY DEPT.	<u>\$ 42,867,800</u>
---------------------------------------	----------------------

Section 3. That the above appropriations for Fiscal Year 2019 shall be expended by the following funds:

<u>Fund</u>	<u>Amount</u>
General Fund	\$ 26,772,100
Community Development Block Grant	824,000
HOME Investment Partnership Act	211,700
After School Education and Safety	2,007,800
Gas Tax Fund	1,515,300
Traffic Safety Fund	100,000
AB 939 Fees	52,750
Air Quality Management District	51,650
Proposition A Transit Tax	1,058,600
Proposition C Transit Tax	179,100
Measure R Transit Tax	69,350
Measure M Transit Tax	34,600

<u>Fund (con't)</u>	<u>Amount</u>
Public Art	\$ 15,000
Maintenance District Funds	14,150
Public Access	5,000
General Plan	25,000
Other Grants Fund:	
Area E	800
Park Maintenance – Dills Park	73,150
Park Maintenance – Paramount Park	22,600
SB 821	37,900
State COPS	100,000
Used Oil	15,200
Municipal Water Fund	9,432,050
Equipment Replacement Fund	<u>250,000</u>
TOTAL OPERATING EXPENDITURES BY FUND	<u>\$ 42,867,800</u>

Section 4. That the Fiscal Year 2019 Annual Municipal Capital Improvement Budget is hereby approved and adopted as amended by the City Council and that appropriation be made, by project, in the following amounts:

<u>NEW CAPITAL PROJECTS FOR FY 2019</u>	<u>Amount</u>
Installation of Services and Hydrants – FY 2019	\$ 75,000
Annual Valve Replacement Program – FY 2019	25,000
Arterial Street Resurfacing – FY 2019	850,000
Neighborhood Street Resurfacing – FY 2019	1,750,000
WSAB Bikeway Phase 2	525,000
Drought Tolerant Median Conversion	210,000
Directional Signage	35,000
City Entry Monument Signs	55,000
Parkway Entry Signs	32,500
Preliminary Park Renovation Design	40,000
All-American Park Basketball Courts	23,000
Paramount Gym Bathroom Renovation	120,000
Paramount Park Equipment	26,000
Community Center A/C Replacement	105,000
Neighborhood Enhancement Program	50,000
Utility Box Murals	<u>6,000</u>
Subtotal New Capital Projects FY 2019	<u>\$ 3,927,500</u>

<u>CARRY-OVER CAPITAL PROJECTS FROM FY 2018</u>	<u>Amount</u>
Garfield Avenue Widening	\$ 50,000
Arterial Street Resurfacing – FY 2018	980,000
Neighborhood Street Resurfacing – FY 2018	836,700
Rosecrans Bridge Repair	573,050
Soccer Field Design	20,000
Pond Resurfacing	50,000
Well #16 Design/Construction	<u>6,700,000</u>
Subtotal Carry-Over Projects from FY 2018	<u>\$ 9,209,750</u>
TOTAL CAPITAL IMPROVEMENTS - FY 2019	<u>\$ 13,137,250</u>

Section 5. That the above capital improvement project appropriations for Fiscal Year 2019 shall be expended by the following funds:

<u>Fund</u>	<u>Amount</u>
General Fund	\$ 120,000
Capital Improvement Project (CIP) Reserve	620,500
Proposition C Transit Tax	1,298,250
Prop 42 – SB1 RMRA	1,048,700
Prop 42 – SB1 ATP	345,000
Measure M Transit Tax	1,277,500
Measure R Transit Tax	988,000
Highway Bridge Repair Program	507,300
Early Action Funds	50,000
Prop A Park Grant	26,000
Public Art Fees	56,000
Municipal Water Fund	<u>6,800,000</u>
TOTAL CAPITAL IMPROVEMENT APPROPRIATIONS	<u>\$ 13,137,250</u>

Section 6. That the City shall not undertake any capital improvements without adequate environmental review and approval.

Section 7. That the City Council amends the "Authorized Position Listing for Full-Time Positions" as follows:

AUTHORIZED POSITION LISTING
FOR FULL-TIME POSITIONS

<u>Positions Authorized</u>	<u>Job Classification Titles</u>	<u>Pay Range Number</u>
1	City Manager	277
1	Assistant City Manager	257
1	Community Services & Recreation Director	255
1	Finance Director	255
1	Public Safety Director	255
1	Public Works Director	255
1	City Clerk	252
1	Assistant Community Development Director	250
1	Assistant Community Svcs. & Recreation Director	250
1	Assistant Finance Director	250
1	Assistant Public Safety Director	250
1	Assistant Public Works Director	250
1	Development Services Manager	202
1	Human Resources Manager	202
1	Planning Manager	195
1	Senior Accountant	188
1	Public Works Superintendent	186
1	Public Works Manager	186
1	Water Superintendent	186
1	Sr. Community Services & Recreation Supervisor	183
1	Code Enforcement Division Head	182
2	Building and Safety Inspector	182
1	Public Information Officer	178
1	Crime Analyst	178
1	Community Development Planner	170
3	Community Services & Recreation Supervisor	170
1	Finance Supervisor	170
1	Information Technology (IT) Supervisor	170
2	Maintenance Supervisor	170
3	Management Analyst	170
1	Supervising Water Operator	170
1	Community Service Officer Supervisor	163
1	Executive Secretary	163
2	Recreation Specialist	151
1	Building Permit Technician	151
1	Graphic Artist/Social Media Coordinator	151
1	Information Technology (IT) Technician	151
4	Finance Clerk	148
1	Payroll Specialist	148
5	Secretary	148
6	Senior Maintenance Worker	148

<u>Positions Authorized</u>	<u>Job Classification Titles</u>	<u>Pay Range Number</u>
3	Senior Water Operator	148
1	Warehouse Attendant	148
5	Code Enforcement Officer	145
7	Community Service Officer	142
1	Parking Control Officer	140
2	Departmental Clerk	137
8	Maintenance Worker	137
4	Water Operator	137
<u>91</u>		

POSITION LISTING FOR PART-TIME POSITIONS

<u>Job Classification Titles</u>	<u>Pay Range Number</u>
Accountant	128
Code Enforcement Officer	108
Computer Technician	108
Finance Assistant	87
Recreation Assistant	87
Finance Aide	72
HR Assistant	72
Public Service Assistant	72
Administrative Intern	68
Recreation Coordinator	68
Senior Lifeguard	63
Office Aide 2	58
Lifeguard	53
Senior Recreation Leader	53
Maintenance Aide	48
Office Aide 1	48
Facility Leader	38
Aquatic Aide	34
Recreation Leader	34
Social Media Aide	34
Water Operator Aide	34

POSITION LISTING FOR PART-TIME STAR POSITIONS

<u>Job Classification Titles</u>	<u>Pay Range Number</u>
STAR Recreation Assistant	S45
STAR Recreation Coordinator	S24
STAR Sr. Recreation Leader	S10
STAR Recreation Leader	S01

Section 8. That a new pay structure for all part-time STAR employees was effective July 8, 2017, and a cost-of-living adjustment of four (4) percent for all full-time (City Manager excluded) and part-time (STAR excluded) employees is effective July 7, 2018.

Section 9. That the City Council amends the "Salary Tables" as follows:

**CITY OF PARAMOUNT
FULL-TIME SALARY TABLE
FY 2019 (Effective 07/07/2018)**

RANGE	STEP A	STEP B	STEP C	STEP D	STEP E
137	3,701.49	3,886.56	4,080.89	4,284.94	4,499.18
140	3,813.65	4,004.33	4,204.55	4,414.78	4,635.51
142	3,890.30	4,084.82	4,289.06	4,503.51	4,728.69
145	4,008.18	4,208.59	4,419.02	4,639.97	4,871.97
148	4,129.64	4,336.12	4,552.92	4,780.57	5,019.60
151	4,254.77	4,467.51	4,690.88	4,925.42	5,171.70
163	4,794.38	5,034.10	5,285.80	5,550.09	5,827.60
170	5,140.22	5,397.23	5,667.10	5,950.45	6,247.97
178	5,566.12	5,844.43	6,136.65	6,443.48	6,765.66
182	5,792.13	6,081.74	6,385.82	6,705.12	7,040.37
183	5,850.05	6,142.56	6,449.68	6,772.17	7,110.78
186	6,027.31	6,328.68	6,645.11	6,977.37	7,326.24
188	6,148.46	6,455.89	6,778.68	7,117.62	7,473.50
195	6,591.99	6,921.58	7,267.66	7,631.05	8,012.60
202	7,067.50	7,420.88	7,791.92	8,181.52	8,590.59
250	7,826.09	8,217.40	8,628.27	9,059.68	9,512.67
252	8,372.52	8,791.15	9,230.70	9,692.24	10,176.85
255	9,847.51	10,339.89	10,856.88	11,399.72	11,969.71
257	12,210.55	12,821.07	13,462.13	14,135.23	14,842.00
277	17,166.67				

**CITY OF PARAMOUNT
PART-TIME SALARY TABLE
FY 2019 (Effective 07/07/2018)**

RANGE	STEP A	STEP B	STEP C	STEP D	STEP E
34	11.05	11.60	12.18	12.79	13.43
38	11.50	12.07	12.67	13.31	13.97
48	12.70	13.33	14.00	14.70	15.44
49	12.83	13.47	14.14	14.85	15.59
53	13.35	14.01	14.72	15.45	16.22
58	14.03	14.73	15.47	16.24	17.05
63	14.74	15.48	16.25	17.07	17.92
68	15.50	16.27	17.08	17.94	18.83
69	15.65	16.43	17.25	18.12	19.02
72	16.12	16.93	17.78	18.67	19.60
87	18.72	19.66	20.64	21.67	22.75
89	19.10	20.05	21.05	22.11	23.21
93	19.87	20.87	21.91	23.00	24.15
108	23.07	24.22	25.44	26.71	28.04
128	28.15	29.56	31.04	32.59	34.22

**CITY OF PARAMOUNT
STAR PART-TIME SALARY TABLE
FY 2018 & FY 2019 (Effective 07/08/2017)**

RANGE	STEP A	STEP B	STEP C	STEP D	STEP E
S01	12.33	12.95	13.60	14.28	14.99
S10	13.48	14.15	14.86	15.60	16.38
S24	15.49	16.26	17.07	17.92	18.82
S45	19.09	20.04	21.04	22.09	23.19

Section 10. That business license fees will be adjusted to reflect a 3.60 percent increase effective July 1, 2018, as illustrated in Exhibit A.

Section 11. That water rates will be adjusted to reflect a 7 percent increase effective September 1, 2018, as illustrated in Exhibit B.

Section 12. That the Gann Appropriations Limitation has been duly approved by Resolution No. 18:018.

Section 13. That the City Council authorizes and directs the City Manager or his/her designee to make any necessary changes and adjustments to the approved appropriations up to \$10,000, or to fiscal and personnel matters, or enter into and execute agreements necessary to administer City operations and capital improvement projects in order to assure adequate and proper standards of service and to achieve the intent of the City Council in providing municipal services for Fiscal Year 2019.

Section 14. That the City Council hereby directs the City Manager to have the FY 2019 Budget prepared for general distribution.

Section 15. The Mayor, or presiding officer, is hereby authorized to affix his/her signature to this resolution signifying its adoption and the City Clerk or his/her duly appointed deputy is directed to attest thereto.

PASSED, APPROVED and ADOPTED by the City Council of the City of Paramount this 19th day of June, 2018.

Diane J. Martinez, Mayor

Attest:

Lana Chikami, City Clerk

BUSINESS LICENSE FEES - EFFECTIVE JULY 1, 2018

The fees listed below pertain to Sections 26-54, 26-55, and 26-56 of the Paramount Municipal Code:

BASIC BUSINESS LICENSE FEES

1. Basic Fee		\$	139.00
2. Additional Fees:			
Number of Employees 2-5	Per Employee	\$	8.10
Number of Employees 6-25	Per Employee	\$	3.85
Number of Employees Over 25	Per Employee	\$	1.45

SPECIAL BUSINESS LICENSE FEES

The letter "A" following the fee shall indicate an annual fee, the letters "SA" shall indicate semi-annual fee, the letter "D" shall indicate daily fee, the letter "M" shall indicate monthly fee, the letter "Q" shall indicate quarterly fee and the letter "W" shall indicate weekly fee.

1. Advertising by billboard	\$	1,378.00 - A
Plus each panel	\$	73.55 - A
2. Advertising by distribution of handbills	\$	690.00 - A
	\$	342.00 - Q
	\$	70.00 - D
3. Advertising by posting	\$	690.00 - A
	\$	342.00 - Q
	\$	70.00 - D
(a) Benches (each)	\$	38.35 - A
(b) Benches (over ten)	\$	690.00 - A
4. Advertising by searchlight	\$	690.00 - A
	\$	342.00 - Q
	\$	70.00 - D
5. Advertising by sound truck, per truck	\$	170.95 - A
6. Amusement rides		
(a) Per machine at a permanent fixed location	\$	170.95 - A
(b) All amusement machines of a temporary nature	\$	247.60 - W
7. Auctioneer, livestock, per auctioneer or auction establishment	\$	690.00 - A
8. Auctioneer, real property and personal property, per auctioneer or auction establishment	\$	341.90 - A
9. Auto wrecker	\$	1,061.00 - A
10. Bankrupt stock, bankrupt sales or closing out	\$	247.60 - D
	\$	528.35 - W
11. Billiard or pool halls		
(a) First billiard or pool table	\$	139.00 - A
(b) Each additional table	\$	32.10 - A

BUSINESS LICENSE FEES - EFFECTIVE JULY 1, 2018

12. Boardinghouse, apartment house, hotel	
(a) Apartments & Hotels	
Three to sixteen	\$ 139.00 - A
Seventeen or more families	\$ 139.00 - A
Each family over sixteen	\$ 15.95 - A
(b) Boardinghouse:	
Three or more boarders	\$ 139.00 - A
13. Bowling alleys, table tennis and shuffleboard	
(a) One table or alley	\$ 139.00 - A
(b) Each additional alley or table	\$ 32.10 - A
14. Cafes, food establishments and eating places	
(a) For a capacity of serving simultaneously more than fifty individuals	\$ 342.00 - A
(b) Other cafes, food establishments or other eating places	\$ 139.00 - A
15. Card clubs	
(a) First table	\$ 139.00 - A
(b) Each additional table	\$ 32.10 - A
16. Carnival	
(a) For first day	\$ 690.00 - D
(b) For each additional day	\$ 170.95 - D
(c) For each side show or separate admission:	
Charged first day	\$ 106.00 - D
For each additional day	\$ 32.10 - D
17. Circus	
(a) For first day	\$ 690.00 - D
(b) For each additional day	\$ 170.95 - D
(c) For each side show or separate admission:	
Charged first day	\$ 106.00 - D
For each additional day	\$ 32.10 - D
18. Circus procession or parade	\$ 1,724.00 - D
19. Collection agency	\$ 529.00 - A
20. Concessions	\$ 139.00 - A
21. Contractors	
(a) General contractor or builder	\$ 342.00 - A
(b) Electrical, plaster, plumbing, heating, ventilating and house moving contractor	\$ 171.00 - A
(c) All other Subcontractors or specialty contractors	\$ 171.00 - A
22. Dairies, livestock dealers and cattle feed yards	
(a) 10 to 105 head of livestock	\$ 139.00 - A
(b) Over 106 head of livestock	\$ 528.00 - A

BUSINESS LICENSE FEES - EFFECTIVE JULY 1, 2018

23. Dance hall	
(a) Single dance	\$ 139.00 - D
(b) Series of dances over a period of four weeks or less	\$ 341.90 - W
(c) Series of dances over a period of not more than three months (payable quarterly)	\$ 928.00 - Q
24. Deliveries	
(a) Itinerant restaurants	\$ 553.00 - A
(b) Retail delivery of groceries by traveling grocery store or bus	\$ 553.00 - A
(c) Retail/Wholesale delivery by vehicle of goods with no fixed place of business within the city	\$ 139.00 - A
(d) Plus for each vehicle over one	\$ 8.20 - A
25. Fertilizer processors	\$ 797.00 - A
Plus fees for number of average employees	
26. Gasoline, filling stations	\$ 139.00 - A
Plus per pump	\$ 8.20 - A
27. Hay and grain dealers and brokers	\$ 139.00 - A
Plus for each truck engaged in such business	\$ 16.05 - A
28. House number painters	\$ 139.00 - A
Plus for each employee	\$ 34.55 - A
29. Itinerant amusement rides	
(a) For first day	\$ 690.00 - D
For each additional day	\$ 170.95 - D
30. Itinerant shows not including regularly licensed theaters	\$ 272.00 - D
31. Patrolman	\$ 32.00 - A
32. Patrol system	\$ 528.00 - A
Plus per patrolman per year	\$ 30.05 - A
33. Peddlers	
For each pack, basket, handcart or other vehicle	\$ 139.00 - A
34. Riding stables, boarding and training, stall rentals and hayrides	\$ 266.00 - A
Plus for each animal for hire, or trained over one	\$ 16.05 - A
35. Refuse, Rubbish, Waste, Garbage, or Recycling	
(a) Transfer Station	5% of County landfill tipping fee per ton of material received at facility-M
(b) Material Recovery Facility	5% of County landfill tipping fee per ton of material received at facility-M
(c) Dump/Solid Waste Landfill	5% of County landfill tipping fee per ton of material received at facility-M

BUSINESS LICENSE FEES - EFFECTIVE JULY 1, 2018

(d) Recycling Center	\$ 1,061.00 - A Plus fees for number of average employees
(e) Refuse/Recycling Collector/Enterprise (non-franchise)	\$ 2,652.00 - A Plus three percent of gross receipts for each single business
(f) Redemption Center	\$ 139.00 - A Plus fees for number of average employees
(g) Hazardous Waste Facility	5% of County landfill tipping fee per ton of material received at facility-M
(h) Transformation, Reuse, Composting Facility	5% of County landfill tipping fee per ton of material received at facility-M
36. Schools	
(a) Private day school	\$ 171.00 - A
(b) Day nursery or day nursery school	\$ 171.00 - A
(c) Private boarding school	\$ 171.00 - A
(d) Children's boarding homes	\$ 171.00 - A
(e) Foster or day care homes	\$ 191.00 - A
37. Secondhand business	
(a) Pawnbrokers	\$ 1,329.00 - A
(b) Secondhand dealers	\$ 553.00 - A
(c) Junk and salvage dealers	\$ 1,061.00 - A
(d) Junk and salvage collectors	\$ 266.00 - A
(e) Plus for each wagon or vehicle per year	\$ 172.00 - A
38. Solicitor	\$ 139.00 - A
39. Taxicabs	
(a) Taxicab operator	\$ 212.00 - A
(b) Plus per year per cab	\$ 74.60 - A
40. Mobile home/trailer parks	
(a) For the first twenty spaces	\$ 106.00 - A
(b) Plus for each trailer space from 21-75	\$ 3.55 - A
(c) Plus for each trailer space over 75	\$ 2.05 - A
41. Theaters	
(a) 499 seats or less	\$ 984.00 - A
(b) 500 seats and less than 750	\$ 1,376.00 - A
(c) 750 seats but less than 1,000	\$ 1,719.00 - A
(d) 1,000 seats but less than 1,500	\$ 2,408.00 - A
(e) 1,500 seats and over	\$ 3,437.00 - A
42. Truck and other rental equipment	
(a) Truck rental	\$ 1,376.00 - A
(b) Equipment rental	\$ 690.00 - A

BUSINESS LICENSE FEES - EFFECTIVE JULY 1, 2018

43. Used car dealer	\$	797.00 - A
44. Vehicle storage		
(a) Truck or trailer storage	\$	186.00 - A
(b) Plus for each truck or trailer stored	\$	37.30 - A
(c) Recreational vehicle storage	\$	186.00 - A
(d) Plus each available space per year	\$	10.90 - A
45. Vending, amusement, service and other coin-operated machines		
(a) Per machine using .04 or less	\$	5.65 - A
(b) Machines using .05 or more	One percent of the gross receipts	
46. Wells, oil		
Each barrel of oil or hydrocarbon substance produced	\$.26 - A

BUSINESS LICENSE TAXES FOR SWAP MEETS, OUTDOOR MARKETS, & FLEA MARKETS

1. Operator tax	\$	1,767.00 - SA
Plus for each exhibitor	\$	1.95 - D
2. Exhibitor tax		
Each exhibitor	\$	1.95 - D

**City of Paramount
Water Rate Schedule**

Account Type	Fee Code	Meter Size	Minimum Charge	Minimum Units*	1st Tier (\$ per unit)	2nd Tier (\$ per unit)	Units*					
							January-April		May-August		September-December	
							1st Tier	2nd Tier	1st Tier	2nd Tier	1st Tier	2nd Tier
Single Family Residential	aa	5/8"	\$20.55	10	\$3.48	\$4.68	11-54	55+	11-60	61+	11-49	50+
Single Family Residential	ab	3/4"	\$20.55	10	\$3.48	\$4.68	11-50	51+	11-51	52+	11-34	35+
Single Family Residential	ac	1"	\$38.58	15	\$3.48	\$4.68	16-91	92+	16-92	93+	16-73	74+
Single Family Residential	ad	1 1/2"	\$51.43	20	\$3.48	\$4.68	21-68	69+	21-97	98+	21-80	81+
Senior Citizen Residential**	ba	5/8"	\$19.81	12	\$3.32	\$4.68	13-40	41+	13-50	51+	13-35	36+
Senior Citizen Residential**	bb	3/4"	\$19.81	12	\$3.32	\$4.68	13-35	36+	13-33	34+	13-49	50+
Senior Citizen Residential**	bc	1"	\$37.15	17	\$3.32	\$4.68	18-88	89+	18-94	95+	18-51	52+
Multi-family Residential (Single Meter)	ca	5/8"	\$20.55	10	\$3.48	\$4.68	11-72	73+	11-99	100+	11-60	61+
Multi-family Residential (Single Meter)	cb	3/4"	\$20.55	10	\$3.48	\$4.68	11-47	48+	11-61	62+	11-49	50+
Multi-family Residential (Single Meter)	cc	1"	\$38.58	15	\$3.48	\$4.68	16-91	92+	16-128	129+	16-70	71+
Multi-family Residential (Common Meter)	da	5/8"	\$20.55	10	\$3.48	\$4.68	11-138	139+	11-146	147+	11-161	162+
Multi-family Residential (Common Meter)	db	3/4"	\$20.55	10	\$3.48	\$4.68	11-79	80+	11-82	83+	11-49	50+
Multi-family Residential (Common Meter)	dc	1"	\$38.58	15	\$3.48	\$4.68	16-211	212+	16-214	215+	16-196	197+
Multi-family Residential (Common Meter)	dd	1 1/2"	\$51.43	20	\$3.48	\$4.68	21-384	385+	21-403	404+	21-378	379+
Multi-family Residential (Common Meter)	de	2"	\$77.11	30	\$3.48	\$4.68	31-653	654+	31-692	693+	31-678	679+
Multi-family Residential (Common Meter)	df	3"	\$154.21	60	\$3.48	\$4.68	61-1,368	1,369+	61-1,032	1,033+	61-1,138	1,139+
Multi-family Residential (Common Meter)	dg	4"	\$256.84	100	\$3.48	\$4.68	101-1,313	1,314+	101-1,099	1,100+	101-1,464	1,465+
Multi-family Residential (Common Meter)	dh	6"	\$770.52	200	\$3.48	\$4.68	201-2,269	2,270+	201-2,851	2,852+	201-3,860	3,861+
Multi-family Residential (Common Meter)	di	8"	\$1,543.51	400	\$3.48	\$4.68	401-2,300	2,301+	401-2,900	2,901+	401-3,900	3,901+
Detached Houses (Common Meter)	ea	5/8"	\$20.55	10	\$3.48	\$4.68	11-105	106+	11-231	232+	11-91	92+
Detached Houses (Common Meter)	eb	3/4"	\$20.55	10	\$3.48	\$4.68	11-69	70+	11-97	98+	11-87	88+
Detached Houses (Common Meter)	ec	1"	\$38.58	15	\$3.48	\$4.68	16-213	214+	16-163	164+	16-177	178+
Detached Houses (Common Meter)	ed	1 1/2"	\$51.43	20	\$3.48	\$4.68	21-315	316+	21-310	311+	21-282	283+
Detached Houses (Common Meter)	ee	2"	\$77.11	30	\$3.48	\$4.68	31-629	630+	31-583	584+	31-460	461+
Detached Houses (Common Meter)	ef	3"	\$154.21	60	\$3.48	\$4.68	61-1,404	1,405+	61-1,700	1,701+	61-1,088	1,089+

**City of Paramount
Water Rate Schedule**

Account Type	Fee Code	Meter Size	Minimum Charge	Minimum Units*	1st Tier (\$ per unit)	2nd Tier (\$ per unit)	Units*					
							January-April		May-August		September-December	
							1st Tier	2nd Tier	1st Tier	2nd Tier	1st Tier	2nd Tier
Commercial/Retail	fa	5/8"	\$21.14	10	\$3.64	\$4.94	11-83	84+	11-95	96+	11-83	84+
Commercial/Retail	fb	3/4"	\$21.14	10	\$3.64	\$4.94	11-42	43+	11-60	61+	11-30	31+
Commercial/Retail	fc	1"	\$39.68	15	\$3.64	\$4.94	16-174	175+	16-193	194+	16-163	164+
Commercial/Retail	fd	1 1/2"	\$52.85	20	\$3.64	\$4.94	21-706	707+	21-879	880+	21-865	866+
Commercial/Retail	fe	2"	\$79.31	30	\$3.64	\$4.94	31-739	740+	31-808	809+	31-585	586+
Commercial/Retail	ff	3"	\$158.54	60	\$3.64	\$4.94	61-854	855+	61-1,010	1,011+	61-376	377+
Commercial/Retail	fh	6"	\$792.14	200	\$3.64	\$4.94	201-269	270+	201-292	293+	201-282	283+
Industrial/Manufacturing	ga	5/8"	\$21.14	10	\$3.64	\$4.94	11-78	79+	11-190	191+	11-76	77+
Industrial/Manufacturing	gb	3/4"	\$21.14	10	\$3.64	\$4.94	11-23	24+	11-18	19+	11-12	13+
Industrial/Manufacturing	gc	1"	\$39.68	15	\$3.64	\$4.94	16-252	253+	16-213	214+	16-183	184+
Industrial/Manufacturing	gd	1 1/2"	\$52.85	20	\$3.64	\$4.94	21-448	449+	21-513	514+	21-432	433+
Industrial/Manufacturing	ge	2"	\$79.31	30	\$3.64	\$4.94	31-1,059	1,060+	31-773	774+	31-609	610+
Industrial/Manufacturing	gf	3"	\$158.54	60	\$3.64	\$4.94	61-913	914+	61-1,161	1,162+	61-858	859+
Industrial/Manufacturing	gg	4"	\$264.05	100	\$3.64	\$4.94	101-9,014	9,015+	101-10,339	10,340+	101-10,013	10,014+
Industrial/Manufacturing	gh	6"	\$792.14	200	\$3.64	\$4.94	201-9,429	9,430+	201-12,803	12,804+	201-14,237	14,238+
Industrial/Manufacturing	gi	8"	\$1,586.77	400	\$3.64	\$4.94	401-7,893	7,894+	401-7,293	7,294+	401-9,206	9,207+
Industrial/Manufacturing	gj	10"	\$2,378.91	600	\$3.64		601+		601+		601+	
Irrigation	ha	5/8"	\$20.55	10	\$3.52	\$4.79	11-90	91+	11-97	98+	11-80	81+
Irrigation	hb	3/4"	\$20.55	10	\$3.52	\$4.79	11-117	118+	11-88	89+	11-118	119+
Irrigation	hc	1"	\$38.58	15	\$3.52	\$4.79	16-94	95+	16-105	106+	16-68	69+
Irrigation	hd	1 1/2"	\$51.43	20	\$3.52	\$4.79	21-681	682+	21-650	651+	21-482	483+
Irrigation	he	2"	\$77.11	30	\$3.52	\$4.79	31-681	682+	31-724	725+	31-685	686+
Irrigation	hf	3"	\$154.21	60	\$3.52	\$4.79	61-1,846	1,847+	61-2,726	2,727+	61-1,703	1,704+
Irrigation	hg	4"	\$256.84	100	\$3.52	\$4.79	101-2,618	2,619+	101-3,309	3,310+	101-4,265	4,266+

**City of Paramount
Water Rate Schedule**

Account Type	Fee Code	Meter Size	Minimum Charge	Minimum Units*	1st Tier (\$ per unit)	2nd Tier	Units*					
							January-April		May-August		September-December	
							1st Tier	2nd Tier	1st Tier	2nd Tier	1st Tier	2nd Tier
Reclaimed - Commercial/Retail	la	5/8"	\$21.14	10	\$2.92	\$3.95	11-83	84+	11-95	96+	11-83	84+
Reclaimed - Commercial/Retail	lb	3/4"	\$21.14	10	\$2.92	\$3.95	11-42	43+	11-60	61+	11-30	31+
Reclaimed - Commercial/Retail	lc	1"	\$39.68	15	\$2.92	\$3.95	16-174	175+	16-193	194+	16-163	164+
Reclaimed - Commercial/Retail	ld	1 1/2"	\$52.85	20	\$2.92	\$3.95	21-706	707+	21-879	880+	21-865	866+
Reclaimed - Commercial/Retail	le	2"	\$79.31	30	\$2.92	\$3.95	31-739	740+	31-808	809+	31-585	586+
Reclaimed - Commercial/Retail	lf	3"	\$158.54	60	\$2.92	\$3.95	61-854	855+	61-1,010	1,011+	61-376	377+
Reclaimed - Commercial/Retail	lh	6"	\$792.14	200	\$2.92	\$3.95	201-269	270+	201-292	293+	201-282	283+
Reclaimed - Industrial/Manufacturing	ma	5/8"	\$21.14	10	\$2.92	\$3.95	11-78	79+	11-190	191+	11-76	77+
Reclaimed - Industrial/Manufacturing	mb	3/4"	\$21.14	10	\$2.92	\$3.95	11-23	24+	11-18	19+	11-12	13+
Reclaimed - Industrial/Manufacturing	mc	1"	\$39.68	15	\$2.92	\$3.95	16-252	253+	16-213	214+	16-183	184+
Reclaimed - Industrial/Manufacturing	md	1 1/2"	\$52.85	20	\$2.92	\$3.95	21-448	449+	21-513	514+	21-432	433+
Reclaimed - Industrial/Manufacturing	me	2"	\$79.31	30	\$2.92	\$3.95	31-1,059	1,060+	31-773	774+	31-609	610+
Reclaimed - Industrial/Manufacturing	mf	3"	\$158.54	60	\$2.92	\$3.95	61-913	914+	61-1,161	1,162+	61-858	859+
Reclaimed - Industrial/Manufacturing	mg	4"	\$264.05	100	\$2.92	\$3.95	101-9,014	9,015+	101-10,339	10,340+	101-10,013	10,014+
Reclaimed - Industrial/Manufacturing	mh	6"	\$792.14	200	\$2.92	\$3.95	201-9,429	9,430+	201-12,803	12,804+	201-14,237	14,238+
Reclaimed - Industrial/Manufacturing	mi	8"	\$1,586.77	400	\$2.92	\$3.95	401-7,893	7,894+	401-7,293	7,294+	401-9,206	9,207+
Reclaimed - Industrial/Manufacturing	mj	10"	\$2,378.91	600	\$2.92		601+		601+		601+	
Reclaimed - Irrigation	na	5/8"	\$20.55	10	\$2.82	\$3.84	11-90	91+	11-97	98+	11-80	81+
Reclaimed - Irrigation	nb	3/4"	\$20.55	10	\$2.82	\$3.84	11-117	118+	11-88	89+	11-118	119+
Reclaimed - Irrigation	nc	1"	\$38.58	15	\$2.82	\$3.84	16-94	95+	16-105	106+	16-68	69+
Reclaimed - Irrigation	nd	1 1/2"	\$51.43	20	\$2.82	\$3.84	21-681	682+	21-650	651+	21-482	483+
Reclaimed - Irrigation	ne	2"	\$77.11	30	\$2.82	\$3.84	31-681	682+	31-724	725+	31-685	686+
Reclaimed - Irrigation	nf	3"	\$154.21	60	\$2.82	\$3.84	61-1,846	1,847+	61-2,726	2,727+	61-1,703	1,704+
Reclaimed - Irrigation	ng	4"	\$256.84	100	\$2.82	\$3.84	101-2,618	2,619+	101-3,309	3,310+	101-4,265	4,266+
Construction Meter	kf		\$66.12	1+	\$3.64							

**City of Paramount
Water Rate Schedule**

Account Type	Fee Code	Meter Size	Minimum Charge	Minimum Units*	1st Tier (\$ per unit)	2nd Tier (\$ per unit)	Units*					
							January-April		May-August		September-December	
							1st Tier	2nd Tier	1st Tier	2nd Tier	1st Tier	2nd Tier
Fire Services	ie	2"	\$55.70	na								
Fire Services	if	3"	\$74.60	na								
Fire Services	ig	4"	\$111.18	na								
Fire Services	ih	6"	\$166.80	na								
Fire Services	ii	8"	\$222.43	na								
Fire Services	ij	10"	\$278.38	na								
Fire Services	ik	12"	\$345.19	na								

* 1 unit = 100 cubic feet = 748 gallons

** Senior citizens, 62 years or older, who live in a single family residence

JUNE 19, 2018

RESOLUTION NO. 18:018

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
PARAMOUNT, CALIFORNIA, ADOPTING THE APPROPRIATIONS LIMIT
FOR FISCAL YEAR 2019 IMPLEMENTING ARTICLE XIII-B OF THE
STATE CONSTITUTION PURSUANT TO SECTION 7900 ET. SEQ. OF
THE GOVERNMENT CODE"

MOTION IN ORDER:

READ BY TITLE ONLY AND ADOPT RESOLUTION NO. 18:018.

APPROVED: _____ DENIED: _____

MOVED BY: _____

SECONDED BY: _____

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council
From: John Moreno
By: Karina Liu/Jaime de Guzman
Date: June 19, 2018

Subject: Resolution No. 18:018: Adopting the Appropriations Limit for Fiscal Year 2019 Implementing Article XIII-B of the State Constitution Pursuant to Section 7900 Et. Seq. of the Government Code

The California Constitution, Article XIII-B, commonly referred to as "Proposition 4: The Gann Appropriations Limit," requires the City to annually adopt an appropriations limit beyond which budgetary appropriation shall not be made. The appropriations limit can be adjusted each year to allow for increases in population, assessed value growth, and/or increases in per capita income.

The City has the option to annually increase the appropriation limit. This is done by choosing two of the following four variables and multiplying them to arrive at the allowed increase in appropriations. We may choose the two variables that most benefit the City.

Factor 1

1. The percentage change in California per capita income, or
2. The percentage change in Paramount's assessed valuation due to new non-residential construction.

Factor 2

1. The percentage change in Paramount's population, or
2. The percentage change in Los Angeles County's population.

For Fiscal Year 2019 we have chosen to use: 1) the percentage change in California Per Capita Income and 2) the percentage change in Los Angeles County's population. These factors allow us to increase our appropriations limit by 1.042% to \$578,184,655. The amount of our tax revenues subject to this limit is \$21,305,288 which is well under the limit of \$578,184,655.

Recommended Action

It is recommended that the City Council read by title only and adopt Resolution No. 18:018 establishing the appropriations limit for Fiscal Year 2019 in the amount of \$578,184,655.

CITY OF PARAMOUNT
LOS ANGELES COUNTY, CALIFORNIA

RESOLUTION NO. 18:018

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARAMOUNT, CALIFORNIA, ADOPTING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2019 IMPLEMENTING ARTICLE XIII-B OF THE STATE CONSTITUTION PURSUANT TO SECTION 7900 ET. SEQ. OF THE GOVERNMENT CODE

WHEREAS, the people of California on November 6, 1979, added Article XIII-B to the State Constitution placing various limitations on the appropriations of state and local governments; and

WHEREAS, the State Legislature adopted Chapter 1205 and 1342 of the 1990 Statutes which implemented Article XIII-B; and

WHEREAS, Section 7902 of the Government Code provides the process in which to calculate the appropriations limit pursuant to Article XIII-B; and

WHEREAS, Section 7910 of the Government Code requires cities to adopt a resolution setting the annual appropriations limit at a regularly scheduled meeting or a noticed special meeting.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Paramount that the appropriations limit for Fiscal Year 2019 pursuant to Section 7902 of the Government Code shall be \$578,184,655.

PASSED, APPROVED and ADOPTED by the City Council of the City of Paramount on this 19th day of June, 2018.

Diane J. Martinez, Mayor

Attest:

Lana Chikami, City Clerk

ESTABLISHING THE APPROPRIATIONS LIMIT

Schedule #1

A. LAST YEAR'S APPROPRIATIONS LIMIT		\$ 554,879,708
B. ADJUSTMENT FACTORS (Schedule #5)		
Factor No. 1. Change in California Per Capita Income	3.67%	1.0367
Factor No. 2. Change in Los Angeles County's Population	0.51%	1.0051
Total Adjustment Factor (Factor No. 1 multiplied by Factor No. 2)		<u>1.042%</u>
C. THIS YEAR'S LIMIT (Last year's limit multiplied by Total Adjustment Factor)		578,184,655
D. OTHER ADJUSTMENTS		
Lost Responsibility (-)	0	
Transfer to Private (-)	0	
Transfer to Fees (-)	0	
Assumed Responsibility (+)	0	
Sub-total Other Adjustments		<u>0</u>
E. THIS YEAR'S APPROPRIATIONS LIMIT		\$ <u>578,184,655</u>

**CITY OF PARAMOUNT
GANN LIMITATION ANALYSIS - FY 2019
APPROPRIATIONS OVER/(UNDER) THE LIMIT**

Schedule #2

A. PROCEEDS OF TAXES		
NON-INTEREST TAX PROCEEDS (Schedule #3, Line 54)	\$ 21,250,700	
INTEREST EARNINGS PRODUCED BY TAX PROCEEDS (Schedule #4, Line G)	<u>54,588</u>	
Sub-total Proceeds of Taxes	\$ 21,305,288	
B. EXCLUSIONS		<u>0</u>
C. APPROPRIATIONS SUBJECT TO LIMITATION (A-B)	\$ 21,305,288	
D. CURRENT YEAR LIMIT (Schedule #1)	\$ 578,184,655	
E. OVER/(UNDER) LIMIT (C-D)	\$ <u>(556,879,367)</u>	

**CITY OF PARAMOUNT
GANN LIMITATION ANALYSIS - FY 2019
CALCULATION OF TAX PROCEEDS**

Schedule #3

	REVENUE	PROCEEDS OF TAXES	NON-PROCEEDS OF TAXES	TOTAL
	TAXES:			
1	Property Tax	\$ 2,332,950	\$	\$ 2,332,950
2	Sales & Use Tax	7,900,000		7,900,000
3	Real Property Transfer Tax	100,000		100,000
4	Business License Tax	1,269,550		1,269,550
5	Utility Users Tax	3,580,000		3,580,000
	FROM STATE:			
6	Motor Vehicle License	29,400		29,400
7	Motor Vehicle License In Lieu	6,038,800		6,038,800
8	Gasoline Tax/Transportation Funds		1,412,500	1,412,500
	OTHER GOVERNMENTS:			
9	After School Education and Safety Allocation		2,015,300	2,015,300
10	Air Quality Management District		68,000	68,000
11	Area E		800	800
12	ATP Grant		345,000	345,000
13	Community Development (CDBG/HOME)		1,035,700	1,035,700
14	Early Action		50,000	50,000
15	Highway Bridge Repair (HBR)		507,300	507,300
16	Measure R		680,950	680,950
17	Measure M		771,700	771,700
18	Park Maintenance (Paramount)		22,600	22,600
19	Proposition A		1,175,550	1,175,550
20	Proposition A Park Development		26,000	26,000
21	Proposition C		911,100	911,100
22	SB1 RMRA		928,650	928,650
23	SB 821 Sidewalk/Bikeway		37,900	37,900
24	State COPS		100,000	100,000
	LOCALLY RAISED:			
25	Administration Citation Fines		55,000	55,000
26	AB 939 Waste Reduction Fees		68,000	68,000
27	Animal Licenses		130,000	130,000
28	Construction Permits		300,000	300,000
29	Development Fees		160,000	160,000
30	Disability Access/Education		1,500	1,500
31	Franchise Fees		1,700,000	1,700,000
32	Industrial Waste Inspection		75,000	75,000
33	Master Plan Fees		20,000	20,000
34	Municipal Court Fines		3,000	3,000
35	Other Fees		3,000	3,000
36	Other Licenses & Permits		3,000	3,000
37	Parking Citations		700,000	700,000
38	Property Assessments		14,150	14,150

**CITY OF PARAMOUNT
GANN LIMITATION ANALYSIS - FY 2019
CALCULATION OF TAX PROCEEDS**

Schedule #3

REVENUE	PROCEEDS OF TAXES	NON-PROCEEDS OF TAXES	TOTAL
LOCALLY RAISED:			
39 Public Access Fees		35,000	35,000
40 Public Art Fee		40,000	40,000
41 Recreation Program Fees		150,000	150,000
42 Rent and Leases		68,000	68,000
43 Sewer Reconstruction Fees		1,500	1,500
44 Storm Drain Fees		10,000	10,000
45 Swimming Pool Fees		33,000	33,000
46 Traffic Safety Fines		100,000	100,000
47 Vehicle Corrections		5,000	5,000
48 Vehicle Impound Fees		50,000	50,000
OTHER MISCELLANEOUS:			
49 Judgements/Damages		3,500	3,500
50 Miscellaneous		600,000	600,000
51 Reimbursement from Water		850,000	850,000
52 Reimbursement from PRA		250,000	250,000
53 SUB-TOTAL (For Schedule #4)	\$ <u>21,250,700</u>	\$ <u>15,517,700</u>	\$ <u>36,768,400</u>
54 INTEREST EARNINGS: (From Schedule #4)	54,588	39,862	94,450
55 TOTAL REVENUE (Use for Schedule #2)	<u>21,305,288</u>	<u>15,557,562</u>	<u>36,862,850</u>
56 RESERVE WITHDRAWALS (Including appropriated fund balance)	0	0	0
57 TOTAL OF THESE FUNDS	<u>21,305,288</u>	<u>15,557,562</u>	<u>36,862,850</u>
58 OTHER FUNDS NOT INCLUDED (1)	0	7,979,000	7,979,000
59 GRAND TOTAL BUDGET	\$ <u>21,305,288</u>	\$ <u>23,536,562</u>	\$ <u>44,841,850</u>

(1) Includes Water Enterprise and Equipment Replacement Funds

**CITY OF PARAMOUNT
GANN LIMITATION ANALYSIS - FY 2019
INTEREST EARNINGS PRODUCED BY TAX**

Schedule #4

A. NON-INTEREST TAX PROCEEDS (From Schedule #3, Line 52)	\$ 21,250,700
B. MINUS EXCLUSIONS	<u>0</u>
C. NET INVESTED TAXES (A-B)	\$ 21,250,700
D. PLUS RESERVE WITHDRAWALS and NON-TAX PROCEEDS	\$ 36,768,400
E. TAX PROCEEDS AS % OF BUDGET (C/D)	57.80%
F. TOTAL INTEREST EARNINGS	\$ <u>94,450</u>
G. INTEREST EARNED FROM TAXES (E*F) (To Schedule #3, Line 53)	<u>54,588</u>
H. INTEREST EARNED FROM NON-TAXES (F-G)	\$ <u>39,862</u>

**CITY OF PARAMOUNT
GANN LIMITATION ANALYSIS - FY 2019
GANN LIMITATION ADJUSTMENT FACTORS**

Schedule #5

PERMITTED ADJUSTMENT FACTORS	AMOUNT	SELECTED FACTOR
FACTOR 1:		
% CHANGE IN CALIFORNIA PER CAPITA INCOME (1)	3.67%	
OR		
% CHANGE IN PARAMOUNT'S ASSESSED VALUATION DUE TO NEW NON-RESIDENTIAL CONSTRUCTION (2)	0.63%	3.67%
FACTOR 2:		
% CHANGE IN PARAMOUNT'S POPULATION (1)	0.16%	
OR		
% CHANGE IN LOS ANGELES COUNTY POPULATION (1)	0.51%	0.51%
Adjustment Factor (Add one to each factor then multiply factors)		<u>1.042%</u>

SOURCES:

(1) California Department of Finance, Price & Population Data for Local Jurisdictions, May 2018

(2) Los Angeles County Assessor's Office

JUNE 19, 2018

RESOLUTION NO. 18:019

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARAMOUNT
ADOPTING THE STATEMENT OF INVESTMENT POLICY FOR THE CITY
OF PARAMOUNT FOR FISCAL YEAR 2019”

MOTION IN ORDER:

READ BY TITLE ONLY AND ADOPT RESOLUTION NO. 18:019.

APPROVED: _____ DENIED: _____

MOVED BY: _____

SECONDED BY: _____

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council

From: John Moreno

By: Karina Liu/ Clyde Alexander

Date: June 19, 2018

Subject: Resolution No. 18:019: Adopting the Statement of Investment Policy for the City of Paramount for Fiscal Year 2019

Background

For almost a decade the California Government Code required all cities to review and approve their investment policy once a year at a public meeting. In late 2004 the State Legislature passed a bill making the annual review optional. The State's action was financially driven as the requirement also brought a financial burden to the State in the form of state-mandated reimbursements to local governments. Nevertheless, as a City we firmly believe the annual review and adoption is a sound organizational practice that we should maintain regardless of the State's requirements.

In general, we are conservative with our investments. Our investment policy is more restrictive than that allowed by State law. All of our investment funds are currently maintained in short-term instruments like the State's Local Agency Investment Fund (LAIF). Our most recent Treasurer's Report for April 2018 includes a total of \$31.8 million in cash and investments being managed by City staff. Our investment portfolio consists of the following: approximately 75.1% in LAIF which equates to same day liquidity, and the remaining 24.9% balance is on deposit in our local bank to cover outstanding checks.

Description of Attachments

Attached is the Statement of Investment Policy for the City. Also attached are supporting documents that will assist us in complying with our recommended Investment Policy. To help understand the Investment Policy, the following descriptions are provided to explain each of the attachments.

Attachment A - Statement of Investment Policy. This statement is intended to provide guidelines for the prudent investment of the City's temporary idle cash. The statement has been prepared in accordance with existing laws.

Attachment B - Investment Program. This document details the investment guidelines and internal control objectives, including the segregation of duties that are referenced in the Investment Policy. The investment program is established by the City Treasurer and will be modified as needed.

Attachment C - Broker/Dealer Questionnaire and Certification. This document will be utilized if any investments are purchased through a broker/dealer.

Attachment D - Before Entering a Governmental Pool Questionnaire. This document will be utilized if the City elects to join another governmental pool, similar to LAIF.

Summary

This Investment Policy has not changed from previous years. We believe that the Statement of Investment Policy (Attachment A) provides guidelines for the prudent investment of the City's temporary idle cash and outlines the procedures for maximizing the efficiency of the City's cash management system. This Investment Policy has been prepared in conformance with the existing laws of the State of California for General Law cities and adheres to the standards set forth by the Government Finance Officers Association (GFOA) and the Municipal Treasurers' Association of the United States and Canada (MTA US&C).

Recommended Action

It is recommended that the City Council read by title only and adopt Resolution No. 18:019.

CITY OF PARAMOUNT
LOS ANGELES COUNTY, CALIFORNIA

RESOLUTION NO. 18:019

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARAMOUNT
ADOPTING THE STATEMENT OF INVESTMENT POLICY FOR THE CITY
OF PARAMOUNT FOR FISCAL YEAR 2019

WHEREAS, the California Government Code Section 53646 previously required the City Treasurer to submit a Statement of Investment Policy to the City Council each fiscal year; and

WHEREAS, the City of Paramount considers the annual submittal of the Statement of Investment Policy to the City Council for their review to be a sound organizational practice; and

WHEREAS, the Statement of Investment Policy is necessary in order to assure the City Council that the City's investment goals of safety, liquidity, yield, and safekeeping are met; and

WHEREAS, the Statement of Investment Policy was designed according to the specific needs of the City of Paramount in compliance with Government Code regulations.

NOW, THEREFORE BE IT RESOLVED, that the City Council hereby approves the adoption of the Statement of Investment Policy and authorizes the City Treasurer to invest the City's idle funds in accordance with its provisions.

PASSED, APPROVED and ADOPTED by the Paramount City Council this 19th day of June 2018.

Diane J. Martinez, Mayor

Attest:

Lana Chikami, City Clerk

STATEMENT OF INVESTMENT POLICY

Fiscal Year 2019

I. PURPOSE

This statement is intended to provide guidelines for the prudent investment of the City's temporary idle cash and outline the procedures for maximizing the efficiency of the City's cash management. The ultimate goal is to enhance the economic status of the City while safeguarding its assets. This investment policy has been prepared so as to be in conformance with all pertinent existing laws of the State of California for General Law cities.

II. SCOPE

The investment policy applies to all financial assets of the City of Paramount and its component units as accounted for in the Comprehensive Annual Financial Report (CAFR). This policy is applicable, but not limited to all of the funds listed below:

- General Fund
- Special Revenue Funds
- Proprietary Funds
- Fiduciary Funds

III. OBJECTIVE

The City's cash management system is designed to accurately monitor and forecast revenues and expenditures, thus enabling the City to invest funds to the fullest extent possible only after the criteria established for safety and liquidity have been met.

The City of Paramount strives to maintain the level of investment of all idle funds as near to 100% as possible, through daily and projected cash flow determinations. Idle cash management and investment transactions are the responsibility of the City Treasurer.

The primary objective of the investment policy of the City of Paramount is **safety of principal**. Effective cash flow management and resulting cash investment practices are recognized as essential to good fiscal management and control. The City's portfolio shall be designed and managed in a manner responsive to the public trust and consistent with state and local law.

Criteria for selecting investments and the order of priority are:

1. Safety. Safety and the minimizing of risk associated with investing refers to attempts to reduce the potential for loss of principal, interest or a combination of the two. The first level of risk controls is found in state laws which restrict the particular type of permissible investments for municipalities. The second level of risk control is the reduction of default risk by investing in instruments that appear to be the most creditworthy. The third level of risk control is the reduction of market risk by investing in instruments that have relatively short maturities, thereby eliminating the risk of loss from a forced sale. The City only invests in those instruments that are considered very safe. The City does not make investments with the intent to "play the market". Investments are made based upon the "yield to maturity".
2. Liquidity. Liquidity refers to the ability to easily sell or "cash in" at any time with a minimal risk of losing some portion of principal or interest. Liquidity is an important quality for an investment to have. At any time the City may have unexpected or unusual circumstances that result in larger disbursements than expected and some investments may need to be sold to meet the contingency. The longer it takes to "cash in" an investment the less "liquid" the investment.
3. Yield. Yield is the potential dollar earnings an investment can provide, and also is sometimes described as the rate of return. The City attempts to obtain the highest yield possible when selecting an investment, provided that the criteria stated herein for safety and liquidity are met.
4. Safekeeping. Securities purchased shall be held in the City's designated third party custodian and evidenced by safekeeping receipts.

The basic premise underlying the City's investment philosophy is, and continues to be, to ensure that surplus funds are always safe and available when needed.

IV. DELEGATION OF INVESTMENT AUTHORITY

The City Council by resolution has delegated the City Treasury functions to the Finance Director/City Treasurer. As such, the Finance Director has been given the authority to invest idle funds subject to the limitations set forth in the Investment Policy. The City Treasurer will establish an investment program consistent with this Investment Policy. The investment program shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the City Treasurer. The City Treasurer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. In the Treasurer's absence, the City Manager, City Clerk, Assistant Finance Director and Senior Accountant are authorized to approve investment transactions.

V. PRUDENCE

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs; not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. The standard of prudence to be used by investment officials shall be the "prudent investor" standard (California Government Code Section 53600.3) and shall be applied in the context of managing an overall portfolio. It is the City's full intent, at the time of purchase, to hold all investments until maturity to ensure the return of all invested principal dollars.

Investment officers acting within the intent and scope of the investment policy and other written procedures and exercising due diligence shall be relieved of personal responsibility and liability for an individual security's credit risk or market price changes. This assumes that deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

VI. AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

The City Treasurer will select broker/dealers of government securities and other investments on the basis of creditworthiness, financial strength, experience and minimum capitalization and who are authorized to provide investment and financial advisory services in the State of California. No public deposit shall be made except in a qualified public depository as established by state laws.

The City Treasurer shall select only broker/dealers who are licensed and in good standing with California Department of Securities, the Securities and Exchange Commission, the National Association of Securities Dealers or other applicable self-regulatory organizations.

Before engaging in investment transactions with a broker/dealer, the City Treasurer shall have received from said firm a signed Certification Form. This form shall attest that the individual responsible for the City of Paramount's account with that firm has reviewed the City of Paramount's Investment Policy. Furthermore, with it the firm declares that it understands the policy and intends to present investment recommendations and transactions to the City of Paramount that are appropriate under the terms and conditions of the Investment Policy. A current audited financial statement is required to be on file for each financial institution and broker/dealer in which the City invests.

VII. AUTHORIZED INVESTMENTS

Eligible investments under California Government Code, Sections 53600 & 53601, and their acceptability to the City are shown in the table below.

Investment Type	Eligible for Local Gov't Investments	Acceptable for City of Paramount
Local Agency Bonds	x	x
Certificates of Deposit, placed with Commercial Banks and Saving and Loan Companies	x	x
United States Treasury Bills, Notes, or Bonds	x	x
Demand Deposits	x	x
Registered California State Warrants or notes or bonds	x	
Debt issued by a California local government	x	
Instruments issued by a federal agency or United States government-sponsored enterprise	x	x
Bankers Acceptances (as specified on pages 5-6)	x	x
Prime commercial paper as defined in Gov't Code 53601(g)	x	x
Negotiable certificates of deposit	x	x
Repurchase Agreements with primary dealers of the Federal Reserve Bank of New York	x	x
Reverse Repurchase Agreements with primary dealers of the Federal Reserve Bank of New York	x	
Medium-term notes (5-yr maturity or less) of domestic corporations or depository institutions	x	x
Shares in diversified management companies investing in permitted securities	x	
Obligations backed by a first priority security interest in acceptable collateral for local agency deposits	x	
Mortgage-backed securities	x	
State of California Local Agency Investment Fund (LAIF)	x	x
California County Investment Pools or other options allowed under California Government Code i.e. CalTRUST	x	x

The City of Paramount puts restrictions on its investment instruments as follows:

Demand Deposits. Up to fifteen million (\$15,000,000) dollars in the aggregate with qualified banks under contract for banking services with the City.

Certificates of Deposit. Time deposits of a bank, saving and loan or credit union. They are purchased in various denominations with maturities ranging from 30 to 360 days. The interest is calculated on a 360-day, actual-day month basis and is payable monthly. The City will limit its maximum maturity of a certificate of deposit to one year.

LAIF (Local Agency Investment Fund). A special fund in the State Treasury which local agencies may use to deposit funds for investment. There is no minimum investment period and the minimum transaction is \$5,000, in multiples of \$1,000 above that, with a maximum balance of \$50,000,000 per agency account. The City is restricted to a maximum of fifteen transactions per month. It offers high liquidity because deposits can be converted to cash in twenty-four hours and no interest is lost. All interest is distributed to those agencies participating on a proportionate share basis determined by the amounts deposited and the length of time they are deposited. Interest is paid quarterly. The State retains an amount for reasonable costs of making the investments, not to exceed one-half of one percent of the earnings.

County Investment Fund or Other Options Allowed Under California Government Code. Terms are comparable to that of LAIF. Although the City has not invested in this pool in the past we would recommend retaining the flexibility to retain this same day liquidity and diversify our investment portfolio should it be needed in the future.

U.S. Treasury Bills. Issued weekly with maturity dates up to one year. They are issued and traded on a discount basis with interest figured on a 360-day basis, actual number of days. They are issued in amounts of \$10,000 and up, in multiples of \$5,000. They are a highly liquid security and backed by the full faith and credit of the U.S. Government. The City will limit the maximum maturity of its U.S. Treasury Bills to five years.

U.S. Treasury Notes. Initially issued with two to ten year maturities. They are actively traded in a large secondary market and very liquid. The Treasury may issue Notes with denomination as low as \$1,000; however, the average minimum is \$5,000. U.S. Treasury Notes are backed by the full faith and credit of the U.S. Government. The City will limit its maximum maturity of U.S. Treasury Notes to five years.

Bankers Acceptances. Short-term credit arrangements to enable businesses to obtain funds to finance commercial transactions. They are time drafts drawn on a bank by an exporter or importer to obtain funds to pay for specific merchandise. By its acceptance, the bank becomes primarily liable for the payment of the draft at its maturity. An acceptance is a high-grade negotiable instrument. Acceptances are purchased in various denominations for 30, 60 or 90 days, but no longer than 180 days. The interest is calculated on a 360-day discount basis similar to treasury bills. Local agencies may not invest more than 40% of their surplus money in banker's acceptances. No more than 30% of surplus funds may be invested in Bankers Acceptances of any one commercial bank.

Commercial Paper. Short-term unsecured promissory notes issued by a corporation to raise working capital. These negotiable instruments are purchased at a discount to par value or at par value with interest bearing. Commercial paper is issued by corporations such as General Motors Acceptance Corporation, IBM, Bank of America, etc. Local agencies are permitted by State law to invest in

"prime" commercial paper of the highest letter and numerical rating as provided by Moody's Investor's Service, Inc., or Standard and Poor's Corporation. Eligible paper is further limited to issuing corporations that are organized and operating within the United States having total assets in excess of \$500,000,000 and having an "A" or higher rating for their non-commercial paper. Purchases of eligible commercial paper may not exceed 270 days maturity nor exceed 25% of the local agency's surplus funds. No more than 10% of the outstanding paper of an issuing corporation may be held.

Repurchase Agreements (Repo's). A repurchase agreement is a short-term investment transaction. Banks buy temporarily idle funds from a customer by selling U.S. Government or other securities with a contractual agreement to repurchase the same securities on a future date. Repurchase agreements are typically for one to thirty days in maturity; however, the maximum maturity limit permitted by the Government Code is one year. The customer receives interest from the bank. The interest rate reflects both the prevailing demand for Federal funds and the maturity of the repurchase agreement. Some banks will execute repurchase agreements for a minimum of \$100,000 to \$500,000, but most banks have a minimum of \$1,000,000. Investments in repurchase agreements may be made, on any investment authorized in CGC Section 53601, when the term of the agreement does not exceed one year. The market value of securities that underlay a repurchase agreement shall be valued at 102 percent or greater of the funds borrowed against those securities and the value shall be adjusted no less than quarterly. Repurchase agreements can only be executed with a primary dealer of the Federal Reserve Bank of New York and only with a financial institution or broker/dealer that has a Master Repurchase Agreement with the City. The City will limit its repurchase agreement maturity to thirty days. Reverse repurchase agreements are also permitted by CGC Section 53601, subject to limitations. However, such agreements (in which the local agency in effect becomes a borrower rather than a lender) are not permitted by the City's Investment Policy.

Money Market Mutual Funds. Referred to as shares of beneficial interest issued by diversified management companies. These shares of beneficial interest may be only in funds investing in securities and obligations as authorized by CGC Section 53601(a) to (l) of the California Government Code. These money market mutual funds must have an average maturity of 90 days or less, per SEC regulations.

Investments shall **not** be made "on margin." Investments will be made based upon the "yield to maturity" and shall not be made with the intent of "playing the market." Should the opportunity arise to increase investment yield by the sale of currently held investments or future investments, at a "premium," these policies shall not be deemed to prohibit this practice.

VIII. TERMS OF INVESTMENTS

Investments shall be made with the intent of providing adequate liquidity to fund ongoing, routine activities **and** providing adequate liquidity for unforeseen circumstances.

Not less than 80% of the entire investment portfolio shall have an average weighted maturity of not more than one year (360 days). Not more than 20% of the entire investment portfolio shall have an average weighted maturity of between one year (360 days) and three years (1,080 days). No investment shall be made with a maturity of more than three years unless expressly approved by the City Council.

IX. INTEREST EARNINGS

All monies earned and collected from investments authorized in this policy shall be allocated quarterly to various fund accounts based on the quarterly average month end cash balance in each fund as a percentage of the entire pooled portfolio.

X. INVESTMENT OF BOND PROCEEDS

When investing proceeds from the issuance of bonds the City of Paramount will follow the "permitted investments" identified in the bond indenture.

XI. CITY CONSTRAINTS

The City Treasurer will evaluate local banks and savings institutions and may invest idle cash funds with such institutions when the criteria for prudent investments are met. The City operates its investment pool according to State and self-imposed constraints. It does not buy stocks; it does not speculate; it does not deal in futures or options. The City does not invest in prohibited investments as identified in Sections 53601.6 and 53631.5 of the California Government Code, such as inverse floaters, range notes, or interest only strips that are derived from a pool of mortgages.

The City of Paramount will diversify use of investment instruments to avoid incurring unreasonable risks inherent in over-investing in specific instruments, individual financial institutions or maturity sectors. Diversification strategies shall be determined and revised periodically. In establishing specific diversification strategies, the following general policies and constraints shall apply:

- a. Portfolio maturities shall be matched versus liabilities to avoid undue concentration in a specific maturity sector.
- b. Maturities selected shall provide for stability of income and liquidity.

XII. SAFEKEEPING AND COLLATERALIZATION

All transactions, including collateral for repurchase agreements, entered into by the City shall be conducted on a delivery-versus-payment (DVP) basis. Securities will be held by the City's designated third party custodian and evidenced by safekeeping receipts.

Collateralization will be required on demand deposits, certificates of deposit and repurchase agreements. In order to anticipate market changes and provide a level of security for all funds, a minimum collateralization level is required.

Surplus funds can only be deposited in state or national banks, state or federal savings associations, or state or federal credit unions within the State of California. The deposits cannot exceed the amount of the bank's or savings and loan's paid-up capital and surplus. The bank or savings and loan must secure public funds deposits with eligible securities having a market value of 110% of the total amount of the deposits. State law also allows as an eligible security, first trust deeds having a value of 150% of the total amount of the deposits. Repurchase agreements shall be collateralized with securities authorized by the Government Code, which shall be no less than 102% of the market value of the securities that underlay the repurchase agreement.

The City Treasurer may waive security for that portion of a deposit which is insured pursuant to Federal law. Currently, the first \$250,000 of a deposit is federally insured. Deposits in excess of \$250,000 are required to be collateralized as previously indicated.

XIII. INTERNAL CONTROLS

The City Treasurer shall establish an annual process of independent review by an external auditor. This review will provide internal control by assuring compliance with policies and procedures.

XIV. REPORTING

In accordance with CGC Section 53646(b)(1), the City Treasurer shall submit to the City Council and the City Manager a quarterly investment report. The report shall include a complete description of the portfolio, the type of investments, the issuers, maturity dates, par values and the current market values of each component of the portfolio, including funds managed for the City of Paramount by third party custodians (i.e. bond proceeds held by The Bank of New York Mellon).

The report will also include the source of the portfolio valuation. As specified in CGC Section 53646(e), if all funds are placed in LAIF, FDIC-insured accounts and/or in a county investment pool, the foregoing report elements may be replaced by copies of the latest statements from such institutions. The report must also include a certification that (1) all investment actions executed since the last report have been made in full compliance with Investment Policy or manner in

which the portfolio is not in compliance and, (2) the City of Paramount will meet its expenditure obligations for the next six months, or provide an explanation as to why sufficient money shall or may not be available, which are recommended by CGC Sections 53646(b)(2) and (3), respectively. The City Treasurer shall maintain a complete and timely record of all investment transactions.

XV. LEGISLATIVE CHANGES

Any State of California legislative action, that further restricts allowable maturities, investment type or percentage allocation, will be incorporated into the City of Paramount's Investment Policy and supersede any and all previous applicable language.

XVI. POLICY REVIEW

This policy shall be reviewed at least annually, and rendered to the City Council for approval at a public meeting, to ensure its consistency with the overall objectives of preservation of principal, liquidity and return, and its relevance to current law, financial and economic trends.

INVESTMENT PROGRAM

INVESTMENT GUIDELINES

Cash Availability Guidelines:

1. A cash flow analysis shall be developed which will serve as a basis for determining the cash available for investment and maturity dates needed to cover future disbursements.
2. Revenue receipts are consolidated into our bank accounts and invested on a pooled concept basis. Interest earnings are allocated on a quarterly basis according to month-end cash balances.
3. Active bank balances are kept as low as possible by maintaining investment of available cash as near to 100% as possible.
4. Sufficient funds are maintained in very liquid investments to meet most unexpected contingencies.

Investing Guidelines:

1. Only investments authorized by this Investment Policy are to be utilized.
2. A copy of this Investment Policy shall be given to each broker/dealer with which the City does business.
3. Before an unfamiliar security is purchased, the issuer and the instrument is researched and investigated and all contractual agreements and administrative procedures are completed before any transactions are consummated.
4. Every investment transaction is documented and the procedure for monitoring is clearly defined.
5. Investment strategies are reviewed by the City Treasurer for possible need to change at least annually. They are reviewed more frequently as changes in economic conditions dictate.
6. The City Treasurer will make an effort to diversify the investment portfolio as indicated in the investment policy. However, the City's cash flows and liquidity needs, along with the additional time and effort that is required to purchase new investments, need to be strongly considered before making an investment just to diversify.
7. The City does not permit the purchase of securities on margin or via reverse repurchase agreements (using the security to be purchased as collateral). The City does not enter into reverse repurchase agreements under any circumstances.

8. Under the provisions of CGC Sections 53601.6 and 53631.5, the City of Paramount shall not invest any funds covered by this Investment Policy in inverse floaters, range notes, interest only strips derived from mortgage pools or any investment that may result in a zero interest accrual if held to maturity.

Guidelines for Certain Types of Investments:

1. Investment Pools. In the State of California, there are provisions for the creation and operation of a government investment pool. The purpose of the pool is to allow political subdivisions to pool investable funds in order to achieve a potentially higher yield. The City will utilize guidelines established by the California Municipal Treasurers' Association and the California Society of Municipal Finance Officers for evaluation before entering any new pool (other than LAIF). City Council must grant prior approval of the use of any new government pool.

INTERNAL CONTROL OBJECTIVES FOR INVESTMENTS

Internal control for investments is the procedure established by management of a City to assist in ensuring:

1. An orderly and efficient conduct of investing, including adherence to investment policies.
2. The safeguarding of assets.
3. The accuracy and completeness of the accounting records for investments.
4. The timely preparation of reliable financial information.
5. The prevention of errors.
6. The detection of fraud.

Elements of Internal Control for Investments:

Adherence to the use of sufficient elements of a system of internal control is the method by which a City can satisfy the objective of internal control. A list of sample elements follows:

1. Responsibility. Specific responsibility for the performance of duties should be assigned and lines of authority and reporting clearly identified and understood.
2. Segregation of Functions. Segregation of functions reduces the risk that a person is in a position to conceal errors. If two parts of a transaction are handled by different people, collusion is necessary to conceal errors or fraud. In particular, the functions that should be considered when evaluating segregation of functions are authorization, execution, recording, and performing reconciliations.

3. Authorization. All transactions should be authorized by an appropriate responsible individual. The responsibilities and limits of authorization should be clearly delineated. Delegation of authority to authorize transactions should be handled very carefully.
4. Transfers of Investment Funds. The transferring of investment funds will be carried exclusively by use of the Federal Reserve Bank's electronic wire transfer system. Each Banker or Dealer with which the City does business shall receive in writing from the City Treasurer a listing which limits transfers of funds to preauthorized bank accounts only.

The listing will also contain the names of the City staff authorized to request such transfers and will be updated in writing for all changes of authorized staff and bank accounts as necessary.

5. Recording. The recording system should provide that the recording procedures, both manual and EDP, be carried out independently of the individual doing the investment execution to help assure that recorded transactions are complete, valid, authorized and properly recorded.

INVESTMENT PROGRAM

Segregation of Responsibilities of the Treasury Function:

Function	Responsibility
1. Authorization of investment transactions: <ul style="list-style-type: none"> ➤ Formal Investment Policy should be <ul style="list-style-type: none"> ◆ Prepared by: ◆ Submitted to: ➤ Investment transactions should be approved by: 	City Treasurer City Council City Manager City Clerk City Treasurer Assistant Finance Director Senior Accountant
2. Initiation of investment transactions: Note: For any individual investment transaction, this task is not performed by the same individual who approved the transaction (see #1 above).	City Treasurer Assistant Finance Director Senior Accountant Accountant
3. Timely recording of investment transactions: <ul style="list-style-type: none"> ➤ Recording of investment transactions in the General Ledger 	Performed by: Finance Clerk Approved by: Assistant Finance Director/Senior Accountant
4. Verification of investment, i.e., match broker confirmations to General Ledger:	Accountant/Senior Accountant
5. Safeguarding of assets and records: <ul style="list-style-type: none"> ➤ Reconciliation of bank statements and safekeeping records to General Ledger ➤ Review of (a) City's financial condition, (b) safety, liquidity, and potential yields of investment instruments 	Performed by: Accountant/Senior Accountant Approved by: City Treasurer/ Assistant Finance Director City Treasurer
6. Review of investment policy and compliance with policy during annual audit of City's financial records:	City Treasurer Independent Auditors

BROKER/DEALER QUESTIONNAIRE AND CERTIFICATION

1. Name of Firm: _____
2. Address: _____
3. Telephone: () _____ () _____
4. Broker's Representative to the City (attach resume):
Name: _____
Title: _____
Telephone: () _____
5. Manager/Partner-in-Charge (attach resume):
Name: _____
Title: _____
Telephone: () _____
6. List all personnel who will be trading with or quoting securities to City employees (attach resume):
Name: _____
Title: _____
Telephone: () _____ () _____
7. a. Which of the above personnel have read the City's investment policy? _____

b. Do each of the foregoing individuals currently hold valid licenses to trade securities on behalf of the City?
[] Yes
[] No
8. Is your firm a primary dealer in United States Government Securities?
[] Yes
[] No
9. List the total volume of United States Government and Agency Securities for the last calendar year.
Firm-wide \$ _____ No. of Transactions _____
Your Local Office \$ _____ No. of Transactions _____

BROKER/DEALER QUESTIONNAIRE AND CERTIFICATION

Name of Firm: _____

Page 2

10. Which instruments are offered regularly by your local office?

- | | |
|--|---|
| <input type="checkbox"/> Treasury Bills | <input type="checkbox"/> CMO's |
| <input type="checkbox"/> Treasury Notes/Bonds | <input type="checkbox"/> Bank CD's |
| <input type="checkbox"/> BA's (domestic) | <input type="checkbox"/> S & L CD's |
| <input type="checkbox"/> BA's (foreign) | <input type="checkbox"/> Repos |
| <input type="checkbox"/> Commercial Paper | <input type="checkbox"/> Reverse Repos |
| <input type="checkbox"/> Agencies (specify): _____ | <input type="checkbox"/> Other (specify): _____ |

11. References -- Please identify your most directly comparable public sector clients in our geographical area.

Entity: _____

Contact: _____

Telephone: () _____ () _____

Client since: _____

12. Have any of your clients ever sustained a loss on a securities transaction arising from a misunderstanding or misrepresentation of the risk characteristics of the instrument? If so, explain.

13. Has your local office ever been subject to a regulatory or state/federal agency investigation for alleged improper, fraudulent, disreputable or unfair activities related to the sale of securities? Have any of your employees been so investigated? If so, explain.

14. Has a client ever claimed in writing that your firm was responsible for investment losses? If so, explain.

BROKER/DEALER QUESTIONNAIRE AND CERTIFICATION

Name of Firm: _____

Page 3

15. Explain your normal custody and delivery process. Who audits these fiduciary systems? Can you meet safekeeping requirements?

16. How many and what percentage of your transactions failed last month? _____
Last year? _____

17. Describe the capital line and trading limits of the office that would conduct business with the City of Paramount.

18. Does your firm participate in the S.I.P.C. insurance program? If not, explain. _____

19. What portfolio information, if any, do you require from your clients? _____

20. What reports, transactions, confirmations and paper trail will the City receive? _____

21. Does your firm offer investment training to your clients?

[] Yes

[] No

BROKER/DEALER QUESTIONNAIRE AND CERTIFICATION

Name of Firm: _____

Page 4

22. Please enclose the following:

- ◆ Latest audited financial statements.
- ◆ Samples of reports, transactions, and confirmations the City will receive.
- ◆ Samples of research reports and/or publications that your firm regularly provides to clients.
- ◆ Complete schedule of fees and charges for various transactions.

CERTIFICATION

I hereby certify that I have personally read the Statement of Investment Policy of the City of Paramount, and have implemented reasonable procedures and a system of controls designed to preclude imprudent investment activities arising out of transactions conducted between our firm and the City of Paramount. All sales personnel will be routinely informed of the City's investment objectives, horizons, outlooks, strategies and risk constraints whenever we are so advised by the City. We pledge to exercise due diligence in informing the City of Paramount of all foreseeable risks associated with financial transactions conducted with our firm. Under penalties of perjury, the responses to this questionnaire are true and accurate to the best of my knowledge.

Signed _____ Date _____

Title _____

Countersignature* _____ Date _____

Title _____

* Company president or person in charge of government securities operations.

BEFORE ENTERING A GOVERNMENT POOL QUESTIONNAIRE

Questions & Issues to Consider	Yes	No	Explain
<p><u>I. SECURITIES</u> Government pools may have a broader range of securities than your agency invests in. It is important that you are aware of, and are comfortable with, the securities the pool buys.</p> <ol style="list-style-type: none"> 1. Does the pool provide a written statement of investment policy and objectives? 2. Does the statement contain: <ol style="list-style-type: none"> a. A description of eligible investment instruments? b. The credit standards of investments? c. The allowable maturity range of investments? d. The maximum allowable dollar weighted average portfolio maturity? e. The limits of portfolio concentration permitted for each type of security? f. The policy on reverse repos. Options, short sales and futures? 3. Are changes in policies communicated to the pool participants? 4. Does the pool contain only the types of securities that are permitted by your investment policy? <p><u>II. INTEREST</u> Interest is not reported in a standard format, so it is important that you know how interest is quoted, calculated and distributed so that you can make comparisons with other investment alternatives.</p> <p><u>Interest Calculations</u></p> <ol style="list-style-type: none"> 1. Does the pool disclose the following about yield calculations? <ol style="list-style-type: none"> a. The methodology used to calculate interest? (Simple maturity yield to maturity etc.). b. The frequency of interest payments? c. How interest is paid? (credited to principal at the end of the month, each quarter, mailed?) d. How are gains/losses reported? Factored monthly or only when realized? 			

BEFORE ENTERING A GOVERNMENT POOL QUESTIONNAIRE

Questions & Issues to Consider	Yes	No	Explain
<p><u>Reporting</u></p> <ol style="list-style-type: none"> 1. Is the yield reported to participants of the pool monthly? (If not, how often?) 2. Are expenses of the pool deducted before quoting the yield? 3. Is the yield generally in line with the market yields for securities in which you usually invest? 			
<p><u>III. SECURITY</u></p> <p>The following questions are designed to help you safeguard your funds from loss of principal and loss of market value.</p> <ol style="list-style-type: none"> 1. Does the pool disclose safekeeping practices? 2. Is the pool subject to audit by an independent auditor? 3. Is the copy of the audit available to participants? 4. Who makes the portfolio decisions? 5. How does the manager monitor the credit risk of the securities in the pool? 6. Is the pool monitored by someone on the board or a separate neutral party external to the investment function to ensure compliance with written policies? 7. Does the pool have specific policies with regards to repurchase agreements? <ol style="list-style-type: none"> a. What are those policies? 8. Does the pool mark the portfolio to its market value? 9. Does the pool disclose the following about portfolio valuations? <ol style="list-style-type: none"> a. The frequency with which the portfolio securities are valued? b. The method used to value the portfolio (cost, current value, or some other method?) 			
<p><u>IV. OPERATIONS</u></p> <p>The answer to these questions will help you determine whether this pool meets your operational requirements.</p> <ol style="list-style-type: none"> 1. Does the pool limit eligible participants? <ol style="list-style-type: none"> a. What entities are permitted to invest in the pool? 2. Does the pool allow multiple accounts and sub accounts? 3. Is there a minimum or maximum account size? 			

BEFORE ENTERING A GOVERNMENT POOL QUESTIONNAIRE

Questions & Issues to Consider	Yes	No	Explain
<p>4. Does the pool limit the number of transactions each month?</p> <p>a. What is the number of transactions permitted each month?</p> <p>5. Is there a limit on transaction amounts for withdrawals and deposits?</p> <p>a. What is the minimum and maximum withdrawal amount permitted?</p> <p>b. What is the minimum and maximum deposit amount permitted?</p> <p>6. Does the pool require one or more days notice for deposits and/or withdrawal?</p> <p>7. What is the cutoff time for deposits and withdrawals?</p> <p>8. Are the funds 100% withdrawable at any time?</p> <p>9. What are the procedures for making deposits and withdrawals?</p> <p>a. What is the paperwork required if any?</p> <p>b. What is the wiring procedure?</p> <p>10. Can an account remain open with a zero balance?</p> <p>11. Are confirmations sent following transactions?</p> <p><u>V. STATEMENTS</u></p> <p>It is important for you and the agency's trustee (when applicable), to receive statements monthly so the pool's records of your activity and holdings is reconciled by you and your trustee.</p> <p>1. Are statements for each account sent to participants?</p> <p>a. Do statements show balances, transactions and yield?</p> <p>2. Does the pool distribute detailed reports of its holdings? (regularly or on request only?)</p> <p><u>VI. FEES</u></p> <p>Administrative fees vary from pool to pool. It is important to know the pool's fee and its impact on the yield of the pool.</p> <p>1. Are the fees or administrative costs disclosed?</p> <p>a. What are the fees?</p> <p>b. How often are they assessed?</p> <p>c. How are they paid?</p> <p>d. Are there additional fees for wiring funds? (what is the fee?)</p>			

BEFORE ENTERING A GOVERNMENT POOL QUESTIONNAIRE

Questions & Issues to Consider	Yes	No	Explain
<p>2. Are expenses deducted before quoting the yield?</p> <p><u>VII. QUESTIONS TO CONSIDER FOR BOND PROCEEDS</u></p> <p>It is important to know (1) whether the pool accepts bond proceeds and (2) whether the pool qualifies with the U.S. Department of the Treasury as an acceptable commingled fund.</p> <p>1. Does the pool accept bond proceeds subject to arbitrage rebate?</p> <p>2. Does the pool provide accounting and investment records suitable for proceeds or bond issuances subject to arbitrage rebate?</p> <p>3. Will the yield calculation reported by the pool be acceptable to IRS or will it have to be recalculated?</p> <p>4. Will the pool accept transaction instructions from a trustee?</p> <p>5. Are you allowed to have separate accounts for each bond issue so that you do not commingle the interest earnings of funds subject to rebate with funds not subject to the regulations?</p>			

JUNE 19, 2018

PUBLIC SAFETY SERVICE AGREEMENTS - FISCAL YEAR 2018-2019

- SOUTHEAST AREA ANIMAL CONTROL AUTHORITY (SEAACA) – DEDICATED OFFICER
- ALL CITY MANAGEMENT SERVICES, INC. – SCHOOL CROSSING GUARD SERVICES
- DAVE BEIGHTON - DETECTIVE BUREAU CONSULTANT
- COUNTY OF LOS ANGELES, PROBATION DEPARTMENT – DEDICATED PROBATION OFFICER
- PARAMOUNT UNIFIED SCHOOL DISTRICT – SCHOOL RESOURCE OFFICER

MOTION IN ORDER:

APPROVE AND AUTHORIZE THE MAYOR OR CITY MANAGER TO ENTER INTO AGREEMENTS WITH THE SOUTHEAST AREA ANIMAL CONTROL AUTHORITY (SEAACA); ALL CITY MANAGEMENT SERVICES, INC.; DAVE BEIGHTON; COUNTY OF LOS ANGELES, PROBATION DEPARTMENT; AND PARAMOUNT UNIFIED SCHOOL DISTRICT.

APPROVED: _____

DENIED: _____

MOVED BY: _____

SECONDED BY: _____

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council

From: John Moreno

By: Adriana Lopez

Date: June 19, 2018

Subject: Public Safety Service Agreements - Fiscal Year 2018-2019

Included in the Fiscal Year 2018-2019 Budget are service agreements with the following agencies:

- Southeast Area Animal Control Authority (SEAACA) - Dedicated Officer
- All City Management Services, Inc. - School Crossing Guard Services
- Dave Beighton – Detective Bureau Consultant
- County of Los Angeles, Probation Department – Dedicated Probation Officer
- Paramount Unified School District – School Resource Officer

These agreements (attached) allow the City of Paramount to continue providing these critical public safety services to the community through the above agencies.

Recommended Action

It is recommended that the City Council approve and authorize the Mayor or City Manager to enter into agreements with the Southeast Area Animal Control Authority (SEAACA); All City Management Services, Inc.; Dave Beighton; County of Los Angeles, Probation Department; and Paramount Unified School District.

AGREEMENT FOR SUPPLEMENTAL ANIMAL CONTROL SERVICES

This Agreement is entered into this 1st day of July, 2018 by and between the SOUTHEAST AREA ANIMAL CONTROL AUTHORITY whose address is 9777 SEAACA Street, Downey, California 90241 (herein, "SEAACA") and the CITY OF PARAMOUNT, a California Corporation, whose address is 15001 Paramount Blvd., Paramount, California 90723 (herein "CITY").

RECITALS

WHEREAS, SEAACA and CITY have heretofore entered into an Agreement for Animal Control Services for the Fiscal Year 2018-2019; and,

WHEREAS, CITY desires to supplement routine services provided under said Agreement for Animal Control Services;

NOW THEREFORE, in consideration of performance by the parties of the covenants and conditions herein contained, the parties hereto agree as follows:

SECTION I. SEAACA AGREES

To provide augmented animal control field patrol services to CITY by assigning to CITY a dedicated animal control officer for no less than 40 hours each week, actual hours to be determined by the needs of the CITY. Emergency services will be available 24 hours per day, 7 days per week.

SECTION II. CITY AGREES:

1. That for and in consideration of the rendition of services pursuant to this Agreement CITY shall compensate SEAACA in the amount of \$59,300.00, to be paid by CITY to SEAACA upon invoice on July 1, 2018. Said sums shall be paid within thirty (30) days after CITY's receipt of invoice. If payment is not delivered to SEAACA within thirty (30) days after CITY's receipt of invoice, SEAACA is entitled to recover interest thereon. Said interest shall be at the rate of ten percent (10%) per year, or any portion thereof, calculated from the last day of the month in which the services were performed. If such payment is not delivered to SEAACA within the time set forth hereinabove, SEAACA may satisfy such indebtedness, including interest thereon, from any funds of the CITY on deposit to the credit of SEAACA, without giving CITY notice of SEAACA's intent to do so.
2. Should CITY request attendance of the currently assigned dedicated animal control officer at various CITY functions which will entail overtime hours for that individual, CITY hereby agrees to reimburse SEAACA for said overtime hours at the rate of \$64.76 per hour.

SECTION III. THE PARTIES AGREE

All other terms, conditions and services in the basic Agreement for Animal Control Services for the Fiscal Year 2018-2019 shall remain unchanged.

SECTION IV. TERM

That the term of this Agreement shall be for the period July 1, 2018 through June 30, 2019, inclusive, unless the Agreement is terminated by giving the other party written notice as herein provided. CITY AND SEAACA may extend this Agreement at its expiration for periods of one or more years by mutual written agreement.

SECTION V. AMENDMENT

This agreement shall not be amended or any provision or breach hereof waived, except in writing signed by the parties hereby and which expressly refers to this Agreement.

IN WITNESS WHEREOF, THE CITY OF PARAMOUNT, by order of its City Council caused this Agreement to be signed by its Mayor and attested to by its Clerk, and the SOUTHEAST AREA ANIMAL CONTROL AUTHORITY, (a.k.a. SEAACA) by order of its Commission, has caused this Agreement to be subscribed by the Chairperson of said Commission and attested to by the Clerk of the Commission.

CITY OF PARAMOUNT

BY: _____
Diane J. Martinez, Mayor

ATTEST:

Lana Chikami, City Clerk

APPROVED AS TO FORM AND CONTENT

John E. Cavanaugh, City Attorney

SOUTHEAST AREA ANIMAL CONTROL
AUTHORITY

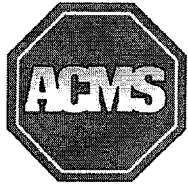
BY: _____
Gustavo Camacho, Chairperson

ATTEST:

Sally Hazzard, Executive Director

APPROVED AS TO FORM AND CONTENT

Scott Nichols, Commission Attorney



ALL CITY MANAGEMENT SERVICES

April 11, 2018

Adriana Lopez, Assistant Public Safety Director
City of Paramount
15001 Paramount Boulevard Suite# C
Paramount CA 90723

Re: Pricing for 2018-2019 Fiscal Year

We recently forwarded a letter informing you of your pricing for the 2018-2019 fiscal year.

We have taken the liberty of forwarding two (2) partially executed Amendments. After the necessary signatures have been affixed, please send us an original for our records. Thanks again.

If you have any questions please feel free to contact me at (310) 202-8284.

Sincerely,



Demetra Farwell, Corporate Secretary

Enclosures

"The Crossing Guard Company"

10440 Pioneer Blvd., Ste. #5, Santa Fe Springs, CA 90670 • 310-202-8284 • 800-540-9290 • FAX 310-202-8325

All City Management Services Inc.

Client Worksheet 2018 - 2019

Department: 7101

Billing Rate for 2018/2019: \$19.02

City of Paramount
15001 Paramount Blvd. Suite C
Paramount, CA 90723

KEY:

Traditional Calendar:

For sites with no regularly scheduled early release days, use 180 regular days

Sites with traditional calendar:

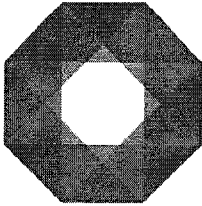
		84		180		\$19.02	=	\$287,582.40
21	Sites at 4.0 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		

TOTAL PROJECTED HOURS

15120

TOTAL ANNUAL PROJECTED COST

\$287,582.40



ALL CITY MANAGEMENT SERVICES

Amendment to Agreement between All City Management Services, Inc. and the City of Paramount for providing School Crossing Guard Services

The **City of Paramount** hereinafter referred to as the "City", and **All City Management Services, Inc.**, located at 10440 Pioneer Blvd., Suite 5, Santa Fe Springs, CA 90670, hereinafter referred to as the "Contractor", mutually agree to amend the existing Agreement entered into on July 14, 1999 as follows:

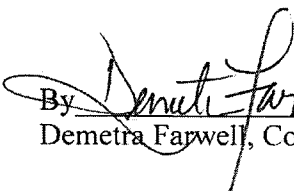
- Item #1** The City and the Contractor agree to extend the term of this Agreement for the 2018-2019 school year beginning July 1, 2018 through June 30, 2019.
- Item #17** The City agrees to pay Contractor for services rendered pursuant to the Agreement the sum of Nineteen Dollars and Two Cents (\$19.02) per hour of guard service provided. It is understood that the cost of providing Fifteen Thousand, One Hundred and Twenty (15,120) hours of service shall not exceed Two Hundred Eighty-Seven Thousand, Five Hundred and Eighty-Two Dollars (\$287,582.00).

Except as provided for in Item #1 and Item #17, all other terms and conditions of the original Agreement and Amendments thereto between the City and the Contractor remain in effect.

City of Paramount

All City Management Services, Inc.

By _____

By  _____
Demetra Farwell, Corporate Secretary

Date _____

Date April 9, 2018

CITY OF PARAMOUNT

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT is made and effective as of July 1, 2018, between the City of Paramount, a municipal corporation ("City") and, Dave Beighton ("Consultant"). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

1. TERM

- A. This Agreement shall be effective July 1, 2018 and shall terminate on June 30, 2019.
- B. City may, without cause, terminate this Agreement at any time prior to June 30, 2019. Notice shall be complete when delivered in person or by facsimile or when received by mail, whichever is earlier. Termination shall be effective immediately upon notice, as described herein, unless a longer period of time is specified in the notice.
- C. In the event this Agreement is terminated by City, Consultant shall be paid the value of services performed pursuant to this Agreement prior to the effective date of termination, less the amount of any payments previously made.

2. SERVICES

Subject to the terms of this Agreement, Consultant shall perform the scope of work identified in Exhibit "A" attached hereto and incorporated herein by this reference. This includes, but is not limited to providing personnel and resources to provide all professional services necessary for City. If there is any conflict between Exhibit "A" and this Agreement, the provisions of this Agreement shall prevail.

3. PERFORMANCE

Consultant shall at all times faithfully, competently and to the best of his/her ability, experience, and talent, perform all tasks described herein. Consultant shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing similar services as are required of Consultant hereunder in meeting its obligations under this Agreement. Consultant represents that it is skilled in the professional calling necessary to perform the services and duties agreed to hereunder by Consultant and City relies upon the

skills and knowledge of Consultant. Consultant shall perform such services and duties consistent with the standards generally recognized as being employed by professionals performing similar service in the State of California.

4. **CITY MANAGEMENT**

The City's Public Safety Director shall represent City in all matters pertaining to the administration of this Agreement and shall review and approve all services submitted by Consultant. The Public Safety Director is authorized to execute all necessary documents.

5. **PAYMENT**

- A. The City agrees to pay Consultant \$50 per hour not to exceed \$50,000 for the total term of the agreement, in accordance with the payment rates and terms and the schedule of payment as set forth in Consultant's proposal, Exhibit "B," attached hereto and incorporated herein by reference as if fully set forth herein.
- B. Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement, which are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the City Manager; provided, however, the City Manager may approve additional work not to exceed ten percent (10%) of the amount of the Agreement but not to exceed ten-thousand dollars (\$10,000). Consultant shall not be compensated for any additional services in the amounts greater than that authorized herein by the City Manager unless agreed to by the City Council.
- C. Consultant will submit invoices for services based on the schedule of payment as set forth in Exhibit "B." Invoices shall be submitted on a bi-weekly basis for services provided. If the City disputes any of Consultant's fees it shall give written notice to Consultant within two (2) weeks of receipt of an invoice of any disputed fees set forth on the invoice.

6. **SUSPENSION OR TERMINATION OF AGREEMENT WITHOUT CAUSE**

- A. The City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon the Consultant at least thirty (30) days prior written notices. Upon receipt of said notice, the Consultant shall immediately cease all work under this Agreement, unless the notice provides otherwise. If the City suspends or terminates a portion of this Agreement such suspension or termination shall not make void or invalidate the remainder of this Agreement.

- B. In the event this Agreement is terminated pursuant to this Section, the City shall pay the Consultant for services up to the date of termination based on the schedule of payment as set forth in Exhibit "B." Upon termination of the Agreement pursuant to this Section, the Consultant will submit an invoice to the City pursuant to Section 5.

7. **DEFAULT OF CONSULTANT**

- A. The Consultant's failure to comply with the provisions of this Agreement shall constitute a default. In the event that Consultant is in default for cause under the terms of this Agreement, City shall have no obligation or duty to continue compensating Consultant for any work performed after the date of default and can terminate this Agreement immediately by written notice to the Consultant. If such failure by the Consultant to make progress in the performance of work hereunder arises out of causes beyond the Consultant's control, and without fault or negligence of the Consultant, it shall not be considered a default.
- B. If the Public Safety Director or his/her designee determines that the Consultant is in default in the performance of any of the terms or conditions of this Agreement, he/she shall cause to be served upon the Consultant a written notice of the default. The Consultant shall have ten (10) days after service upon it of said notice in which to cure the default by rendering a satisfactory performance. In the event that the Consultant fails to cure its default within such period of time, the City shall have the right, notwithstanding any other provision of this Agreement, to terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement.

8. **OWNERSHIP OF DOCUMENTS**

All documents prepared or obtained under this Agreement including electronic media shall be delivered to, and shall become the property of the City.

9. **INDEMNIFICATION BY CONSULTANT**

- A. All officers, agents, employees, sub-Consultants, their agents, officers and employees who are hired by or engaged by Consultant in the performance of this Agreement shall be deemed officers, agents and employees and sub-Consultants of Consultant, and City shall not be liable or responsible to them for anything whatsoever.
- B. Consultant agrees to save, keep, hold harmless and defend City and all of its elected and appointed boards, commissions, officers, employees and agents from all claims, damages, costs or expenses in law and in equity, including costs of suit and expenses for legal services, that may at any

time arise or be claimed because of damage to property or injury to persons, including City, allegedly received or suffered by reason of any wrongful or negligent act or omission on the part of Consultant or any of its agents, officers and employees and sub-Consultants in the performance of this Agreement.

- C. Consultant shall not be deemed to assume any liability for wrongful or negligent acts of City or its officers, agents, employees and sub-Consultants, and City shall defend and hold Consultant harmless against any such claims.
- D. Consultant agrees to defend, indemnify and hold harmless the City, its elected and appointed boards, commissions, officers, employees and agents from all claims, demands, liability fines and penalties made by Consultant's employees from health, retirement or other benefits attributable to services performed pursuant to this Agreement.

10. **INSURANCE REQUIREMENTS**

Consultant shall procure and maintain insurance for the duration of this Agreement against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the work hereunder by Consultant, its agents, representatives, or employees.

A. **Minimum Scope of Insurance**

Coverage shall be at least as broad as:

- 1. Proof of Insurance Coverage covering Automobile Liability,
- 2. Workers' compensation insurance as required by the State of California and employer's liability insurance.

B. **Minimum Limits of Insurance**

Consultant shall maintain limits no less than:

- 1. Automobile Liability: \$500,000 per accident for bodily injury and property damage.

C. **Deductibles and Self-Insured Retentions**

Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of the City, the City may require the insurer to reduce or eliminate such deductibles or self-insured retentions

as respects the City, its officers, officials, employees and volunteers; or the City may require Consultant to procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

D. Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of an "A-" Policyholder's Rating, and a Financial Rating of at least Class VIII, or better, in accordance with the most current A.M. Best Rating Guide.

E. Other Requirements

Consultant shall provide an endorsement to City establishing that City, its elected and appointed boards, commissions, officers, employees and agents have been added as an additional insured to the General and Automobile liability insurance policies required under this Agreement. The above policy/policies shall also be endorsed to state that coverage shall not terminate, nor shall they be canceled, nor the coverage reduced, until after thirty (30) days written notice is given to the City.

Insurance afforded by the additional insured endorsement shall apply as primary insurance, and other insurance maintained by the City shall be excess only and not contributory with insurance provided under this policy/policies.

F. Verification of Coverage

Consultant shall furnish the City with original certificates and amendatory endorsements affecting coverage. Said policies and endorsements shall conform to the requirements herein stated. All certificates and endorsements are to be received and approved by City **before work commences**. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. The endorsements are to be on the standard industry forms, as listed below. City reserves the right to require Consultant's insurers to provide complete, certified copies of all required insurance policies at any time.

Automobile Liability

Form Acceptable to City Attorney

11. **INDEPENDENT CONSULTANT**

- A. Consultant is and shall at all times remain as to the City a wholly independent Consultant. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City nor any of its officers, employees, or agents shall have control over the conduct of

Consultant or any of Consultant's officers, employees, or agents, except as set forth in this Agreement. Consultant shall not at any time or in any manner represent that it or any of its officers, employees, or agents are in any manner officers, employees, or agents of the City. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatever against City, or bind City in any manner.

- B. Neither Consultant, nor any of Consultant's officers, employees or agents, shall obtain any rights to retirement, health care or any other benefits which may otherwise accrue to City's employees. Consultant expressly waives any claim Consultant may have to any such rights.
- C. City shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing services hereunder.

12. **LEGAL RESPONSIBILITIES**

The Consultant shall keep itself informed of State and Federal laws and regulations which in any manner affect those employed by it or in any way affect the performance of its service pursuant to this Agreement. The Consultant shall at all times observe and comply with all such laws and regulations. The City, and its officers and employees, shall not be liable at law or in equity occasioned by failure of the Consultant to comply with this Section.

13. **RELEASE OF INFORMATION/CONFLICTS OF INTEREST**

- A. All information gained by Consultant in performance of this Agreement shall be considered confidential and shall not be released by Consultant without City's prior written authorization. Consultant, its officers, employees, agents, or sub-Consultants, shall not without written authorization from the Public Safety Director or unless requested by the City Attorney, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories, or other information concerning the work performed under this Agreement or relating to any project or property located within the City. Response to a subpoena or court order shall not be considered "voluntary" provided Consultant gives City notice of such court order or subpoena.
- B. Consultant shall promptly notify City should Consultant, its officers, employees, agents, or sub-Consultants be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions, or other discovery request, court order, or subpoena from any person or party regarding this Agreement and the work performed hereunder or with respect to any project or property located within the City. City retains the right, but has no obligation, to represent Consultant and/or be present at any deposition,

hearing, or similar proceeding. Consultant agrees to cooperate fully with City and to provide the opportunity to review any response to discovery requests provided by Consultant. However, City's right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response.

14. **NOTICES**

Any notices which either party may desire to give to the other party under this Agreement must be in writing and may be given either by (i) personal service, (ii) delivery by a reputable document delivery service, such as but not limited to, Federal Express, which provides a receipt showing date and time of delivery, or (iii) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the party as set forth below or at any other address as that party may later designate by notice:

To City: City of Paramount
Attention: Public Safety Director
16400 Colorado Avenue
Paramount, California 90723

To Consultant: Dave Beighton
1304 S. Oakhaven Dr.
Anaheim, CA 92804

15. **ASSIGNMENT**

The Consultant shall not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, to any sub-Consultant without prior written consent of the City. Such written consent shall not be unreasonably withheld.

16. **LICENSES**

At all times during the term of this Agreement, Consultant shall have in full force and effect, all licenses required of it by law for the performance of the services described in this Agreement.

17. **GOVERNING LAW**

The City and Consultant understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this Agreement and also govern the interpretation of this Agreement. Any litigation concerning this Agreement shall take place in the municipal, superior, or federal district court with jurisdiction over the City of Paramount.

18. **ENTIRE AGREEMENT**

This Agreement contains the entire understanding between the parties relating to the obligations of the parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written, are merged into this Agreement and shall be of no further force or effect. Each party is entering into this Agreement based solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material.

19. **SEVERABILITY**

The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of the other provisions of this Agreement.

20. **CONTENTS OF PROPOSAL**

Consultant is bound by the contents of the proposal submitted by the Consultant, Exhibit "A" hereto.

21. **ATTORNEY'S FEES**

If any action at law or suit in equity, including an action for declaratory relief, is brought by either party with respect to this Agreement, the prevailing party shall be entitled to reasonable attorney's fees, in addition to any other relief to which it may be entitled, and such amount may be added to, and made a part of, such judgment.

22. **AUTHORITY TO EXECUTE THIS AGREEMENT**

The person or persons executing this Agreement on behalf of Consultant warrants and represents that he/she has the authority to execute this Agreement on behalf of the Consultant and has the authority to bind Consultant to the performance of its obligations hereunder.

23. **WAIVER**

The waiver by either party of a breach by the other of any provision of this agreement shall not constitute a continuing waiver or a waiver of any subsequent breach of either the same or a different provision of this agreement.

24. **AMENDMENTS**

This Agreement may be modified or amended only by a written document executed by both Consultant and the Public Safety Director and approved as to form by the City Attorney; otherwise by the City Manager. Such document shall expressly state that it is intended by the parties to amend the terms and conditions of this Agreement.

25. **COUNTERPARTS**

This Agreement may be executed in multiple identical counterparts, each of which shall be deemed an original, but all of which together will constitute one and the same instrument but the parties agree that the Agreement on file in the Office of City Clerk is the version of the Agreement that shall take precedent should any differences exist among counterparts of the document.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.

CITY OF PARAMOUNT

DAVE BEIGHTON

By: _____
Diane J. Martinez, Mayor

By: _____

ATTEST:

By: _____
Lana Chikami, City Clerk

APPROVED AS TO FORM:

John E. Cavanaugh, City Attorney

EXHIBIT A

TASKS TO BE PERFORMED

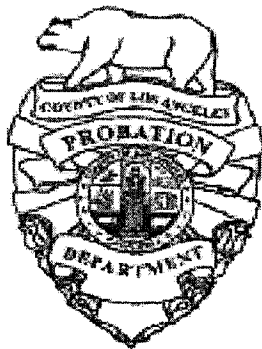
The Consultant will interface with detectives to conduct witness interviews, gather intelligence, and prepare criminal filing packets on active criminal investigations. He will also provide investigative oversight to field deputies, special assignment officers, and school resource deputies. He has access to, and is proficient in the use of, all State databases, which enables him to access criminal background information, DMV information, gun registration records, etc.

The Consultant will assist the Detective Bureau Sergeant with data entry and accounting in L.A.R.C.I.S., the County's case tracking data base. He will on a regular basis review Paramount's crime reports and make an assessment as to whether or not they are workable and should be assigned to a detective for follow-up. The Consultant will also be available to handle walk-in and phone-in inquiries from the public related to Detective Bureau matters.

EXHIBIT B – PAYMENT SCHEDULE

July 12, 2018
July 26, 2018
August 9, 2018
August 23, 2018
September 6, 2018
September 20, 2018
October 4, 2018
October 18, 2018
November 1, 2018
November 15, 2018
November 29, 2018
December 13, 2018
December 27, 2018
January 10, 2019
January 24, 2019
February 7, 2019
February 21, 2019
March 7, 2019
March 21, 2019
April 4, 2019
April 18, 2019
May 2, 2019
May 16, 2019
May 30, 2019
June 13, 2019
June 27, 2019

COUNTY OF LOS ANGELES
PROBATION DEPARTMENT



AGREEMENT TO PROVIDE A
PREVENTION AND INTERVENTION PROGRAM
(PIP)

CITY OF PARAMOUNT
GANG CRIME SUPPRESSION PROGRAM (GCSP)

JULY 1, 2018 – JUNE 30, 2019

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**COUNTY OF LOS ANGELES
AND
CITY OF PARAMOUNT**

THIS AGREEMENT is made and entered into this _____ day of _____, 2018 by and between the City of Paramount, located at 15001 Paramount Blvd, #C, Paramount, California, 90723, hereinafter referred to as "CITY", and the County of Los Angeles, hereinafter referred to as "COUNTY", both of whom are collectively referred to as the "PARTIES".

WHEREAS, CITY desires to provide probation prevention/intervention services to assist in reducing incidents of truancy and other serious behavioral problems; and

WHEREAS, COUNTY Probation Department has statutory authority pursuant to Section 1203.14 of the Penal Code and Section 652 of the Welfare and Institutions Code to provide certain expertise and resources in this area;

WHEREAS, the Chief Probation Officer has been delegated authority by the Los Angeles County Board of Supervisors to negotiate and sign agreements to provide these services; and

WHEREAS, COUNTY desires to participate in a joint effort with the CITY;

NOW, THEREFORE, in consideration of the mutual benefits and subject to the conditions contained herein, the PARTIES mutually agree as follows:

1. PURPOSE OF THE AGREEMENT

The purpose of this Agreement is to maintain within the CITY the services of one (1) Deputy Probation Officer (DPO) and support staff mutually agreed upon by both parties. This DPO will provide specialized probation services for CITY. Probation services shall be provided by COUNTY through this Agreement and shall be consistent with the laws of the State of California and the guidelines of the CITY.

2. STATEMENT OF WORK

A. COUNTY shall provide, on behalf of CITY, the services of one (1) DPO and related support staff to monitor and supervise court-ordered juvenile and adult probationers, hereinafter referred to as "probationers" who are within the CITY. Such caseloads to conform to the standards established for the Probation Department's (Probation) Prevention and Intervention Program (PIP). These probationers will be mutually agreed upon by the

Chief Probation Officer or his/her designee and the CITY. Further, the CITY will give input towards the evaluation conducted by the DPO.

- B. CITY shall provide office space and telephone services within its boundaries for use by the assigned DPO.
- C. In addition to the duties associated with caseload supervision, the assigned DPO will:
 - 1. Supervise a caseload of up to twenty-five (25) court-ordered probationers and/or at risk youth as mutually agreed upon by the Chief Probation Officer or his/her designee and the CITY; and
 - 2. Conduct crisis counseling and intervention services in individual and group settings with referred juveniles and parents, as mutually agreed upon by the Chief Probation Officer or his/her designee and the CITY.
- D. The caseload of the DPO shall be limited to cases directly related to CITY and as mutually agreed upon by the Chief Probation Officer or his/her designee and the CITY.
- E. The DPO shall work flexible hours as mutually agreed upon by the Chief Probation Officer or his/her designee and the CITY.
- F. The primary duties of the DPO shall be to conduct gang violence suppression, related criminal suppression and intervention services in the CITY. In addition, the DPO is required to perform mandatory probation related duties.

3. EMPLOYMENT STATUS

The assigned DPO is an employee of COUNTY and is entitled to wages and employee benefits appropriate to what is provided other COUNTY employees who are DPOs. It is additionally understood that no term or condition of this Agreement can conflict with State statute defining the status of the DPO as a Peace Officer.

4. PAYMENT

CITY shall reimburse COUNTY for support services and 50% of the salary and employee benefits for one (1) Deputy Probation Officer II (DPO II) and support staff assigned by COUNTY to perform services according to Paragraph 2, STATEMENT OF WORK above. The billable amount is \$87,000 plus any

adjustments to salary, employee benefits and/or overhead rates approved by the Board of Supervisors during the fiscal year.

COUNTY shall provide DPO services commensurate with the 50% cost of services and staff being paid by CITY. CITY agrees that the DPO services provided may include 50% of all customary employee functions such as attending mandatory training, scheduled and unscheduled time-off (e.g. sick, vacation, etc.), and/or attending to other Probation-related activities that may on occasion require the DPO to be away from the service site. CITY agrees that it is responsible for the entire billable amount of this Agreement.

CITY shall reimburse COUNTY for 100% of the salary for a DPO II, paid at one and one-half time, for all time worked beyond forty (40) hours per week. It is at the discretion of the COUNTY with the agreement of the CITY whether the DPO II works in excess of forty (40) hours per week. The current overtime rate is approximately \$63.43 per hour plus any adjustments to salary, employee benefits and/or overhead rates approved by the Board of Supervisors during the fiscal year.

Within thirty (30) days following the receipt of an invoice from Probation's Business Management Office, CITY shall reimburse COUNTY for the billed amount. These invoices shall be provided to CITY within twenty (20) days following: September 30, 2018, December 31, 2018, March 31, 2019, and June 30, 2019.

5. INDEPENDENT CONTRACTOR

This Agreement is by and between COUNTY and CITY and is not intended, and shall not be construed, to create the relationship of agent, servant, employee, partnership, joint venture, or association as between COUNTY and CITY. The COUNTY'S relationship to the CITY in the performance of this Agreement is that of an independent contractor. The COUNTY'S personnel performing services under this Agreement shall at all times be under the COUNTY'S exclusive direction and control and shall be employees of the COUNTY and not employees of the CITY. COUNTY shall pay all wages, salaries, worker's compensation, and other amounts due its employees in connection with this Agreement and shall be responsible for all reports and obligations respecting them.

6. INDEMNIFICATION

CITY shall indemnify, defend, and hold harmless COUNTY, and its Special Districts, elected and appointed officers, employees and agents from and against any and all liability, including but not limited to demands, claims, actions, fees, costs, and expenses (including attorney and expert witness fees), arising from or

connected with CITY'S acts and/or omissions arising from and/or relating to this Agreement.

COUNTY shall indemnify, defend, and hold harmless CITY, and its elected and appointed officers, employees and agents from and against any and all liability, including but not limited to demands, claims, actions, fees, costs, and expenses (including attorney and expert witness fees), arising from or connected with COUNTY'S acts and/or omissions arising from and/or relating to this Agreement.

7. LIMITATION OF COUNTY'S OBLIGATION DUE TO NON-APPROPRIATION

COUNTY'S obligation for its percentage of salary and employee benefits costs is payable only and solely from funds appropriated for the purpose of this Agreement subject to COUNTY'S legislative appropriation for this purpose. In the event the Board of Supervisors does not allocate sufficient funds then the affected services shall be terminated. COUNTY shall notify CITY in writing of such non-allocation at the earliest possible date.

8. BUDGET REDUCTIONS

In the event that COUNTY'S Board of Supervisors adopts in any Fiscal Year a COUNTY Budget which provides for reductions in the salaries and benefits paid to the majority of COUNTY employees and imposes similar reductions with respect to COUNTY contracts, COUNTY reserves the right to reduce its services obligation correspondingly for that Fiscal Year and any subsequent Fiscal Year services. COUNTY'S notice to CITY regarding said reduction in obligation shall be provided within thirty (30) days of the Board of Supervisors approval of such actions.

9. TERMINATION AND TERMINATION COSTS

In the event that CITY or COUNTY withdraws its participation in the project described in this Agreement, such withdrawal shall be preceded by thirty (30) days' written notice to the other party. Notwithstanding, CITY or COUNTY may terminate this Agreement upon the termination, suspension, discontinuation or substantial reduction in CITY or COUNTY funding for the Agreement activity. In such event, COUNTY shall be compensated for all services rendered and all necessary incurred costs performed in accordance with the terms of this Agreement which have not been previously reimbursed up to the date of said termination. Payment shall be made only upon the filing with CITY, by COUNTY, vouchers evidencing the time expended and said costs incurred. Said vouchers must be filed with CITY within thirty (30) days of said termination.

10. TERMINATION FOR IMPROPER CONSIDERATION

COUNTY may, by written notice to CITY, immediately terminate the right of the CITY to proceed under this Agreement if it is found that consideration, in any form, was offered or given by the COUNTY, either directly or through an intermediary, with the intent of securing the Agreement or securing favorable treatment with respect to the amendment or extension of the Agreement or making of any determinations with respect to the COUNTY'S performance pursuant to the Agreement. In the event of such termination, COUNTY shall be entitled to pursue the same remedies against the CITY as it could pursue in the event of default by the CITY.

CITY shall immediately report any attempt by a COUNTY officer or employee to solicit such improper consideration. The report shall be made either to the COUNTY manager charged with the supervision of the employee or to the COUNTY Auditor-Controller's Employee Fraud Hotline at (800) 544-6861.

Among other items, such improper consideration may take the form of cash, discounts, services, the provision of travel or entertainment, or tangible gifts.

11. TERM

This Agreement shall be for a period of twelve (12) months commencing on July 1, 2018, and terminating on June 30, 2019.

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IN WITNESS WHEREOF, the County of Los Angeles and CITY have caused this Contract to be executed on their behalf by their authorized representatives, the day, month and year first above written. The person signing on behalf of CITY warrants that he or she is authorized to bind the CITY, and attest under penalty of perjury to the truth and authenticity of representations made and documents submitted and incorporated as part of this Contract.

COUNTY OF LOS ANGELES
PROBATION DEPARTMENT

By _____
TERRI L. MCDONALD
CHIEF PROBATION OFFICER

CITY OF PARAMOUNT

By _____

Name (Typed or Printed)

Title

APPROVED AS TO FORM:

MARY C. WICKHAM
COUNTY COUNSEL

By _____
DEPUTY

**SHARED COST AGREEMENT
BETWEEN
THE CITY OF PARAMOUNT
AND
THE PARAMOUNT UNIFIED SCHOOL DISTRICT
FOR A SCHOOL RESOURCE OFFICER**

R E C I T A L S

WHEREAS, it is the goal of the Board of Education and administration of the Paramount Unified School District ("District") to provide a safe environment on school campuses;

WHEREAS, it is believed that the presence of a School Resource Officer (SRO) on a school campus, along with other measures employed by the District, can help promote a safe school environment;

WHEREAS, the Los Angeles County Sheriff's Department operates a School Resource Deputy Program which provides law enforcement services to school districts;

WHEREAS, the District has entered into a Law Enforcement Services Agreement with the Los Angeles County Sheriff's Department, the terms of which are included in a written agreement which is attached hereto and identified as Attachment A;

WHEREAS, the District wishes to add one additional SRO for their safety program;

WHEREAS, the City of Paramount ("City") shares an interest with the District of fostering a safe environment on school campuses and the surrounding community;

WHEREAS, the District and the City have agreed to share equally in the cost of adding this additional SRO;

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, and for good and valuable consideration, the parties hereby agree as follows:

1. The District and City agree to share equally in the cost of a second SRO based on the schedule that is attached to the Law Enforcement Services Agreement as Exhibit A, or any amendment to that schedule that may occur.
2. Under the Law Enforcement Services Agreement, the District is billed monthly for all services performed by the SRO. The District shall provide to the City a copy of the invoices received from the County for the entire year of service. City will reimburse the District for 50% of the cost billed for the services rendered. The City agrees to pay the District within 30 days of receipt of the invoices referred to herein.

3. Either party may terminate this Agreement if they are unable or unwilling to support their commitment to equally share in the cost of the SRO by giving notice to the other sufficiently in advance of the timelines mentioned in Section 7.1, 7.2 and/or 7.3 of the Law Enforcement Services Agreement so those timelines can be satisfied by the District. For purposes of this MOU, "sufficiently in advance" shall mean at least thirty (30) days in advance of the sixty (60) day prior notice requirement referenced in Sections 7.1 and 7.2 and the one hundred eighty (180) days referenced in Section 7.3.
4. Should the parties desire, this Agreement may be renewed each year in advance of the ensuing fiscal year, which commences on July 1.

Date

For the City of Paramount

Date

For the Paramount Unified School District

LOS ANGELES COUNTY SHERIFF'S DEPARTMENT

SCHOOL DISTRICT LAW ENFORCEMENT SERVICES

SCHOOL DISTRICT: Paramount Uniifed School District

FISCAL YEAR: 2018-2019

EFFECTIVE DATE: 1-Jul-18

CODE #	SERVICES	TOTAL SERVICE UNITS PURCHASED			CONTRACT LAW USE ONLY
		NEW	PREVIOUS	CHANGE	
	DEPUTY SHERIFF SERVICE UNIT	2.0000	2.0000	0.0000	
	DEPUTY SHERIFF SERVICE UNIT (BONUS LEVEL)	0.0000	0.0000	0.0000	
	SERGEANT	0.0000	0.0000	0.0000	

DEPLOYMENT SURVEY

STATION ASSIGNED TO	CAMPUS	DEPUTY	BONUS 1	SERGEANT	CSO/LET
Lakewood	Paramount High School	2.0000			

REPORT PREPARED BY: Sergeant Rudy Sanchez

DATE: 7/1/2018

APPROVED BY: _____

DATE: _____

STATION COMMANDER

APPROVAL BY: _____

DATE: _____

SCHOOL DISTRICT OFFICIAL "I certify that I am authorized to make this change on behalf of the School District"

PROCESSED AT GLEB BY: _____

DATE: _____

BILLING MEMO REQUIRED:

NO	YES

DATE SENT TO CHIEF'S OFFICE: _____

"BLUE" REQUIRED:

--	--

SH-AD 575 (REV. 6/16)

Paramount Unified School District

REV: 6/15

REV: 6/15