



PUBLIC PARTICIPATION NOTICE

Public Participation Accessibility for the City Council and Successor Agency for the Paramount Redevelopment Agency meetings scheduled for **May 3, 2022**.

In-person Attendance:

The public may attend the City Council meeting in-person. All individuals will be required to wear a face covering.

View the City Council meeting live stream:

- YouTube Channel <https://www.youtube.com/user/cityofparamount>
- Spectrum Cable TV Channel 36

Public Comments:

Members of the public wanting to address the City Council, either during public comments or for a specific agenda item, or both, may do so by the following methods:

- **In-Person**

If you wish to make a statement, please complete a Speaker's Card prior to the commencement of the Public Comments period 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 podium provided for the public.

- **E-mail: crequest@paramountcity.com**

E-mail public comments must be received by **5:45 p.m. on Tuesday, May 3, 2022**. The e-mail must specify the following information: 1) Full Name; 2) City of Residence; 3) Phone Number; 4) Public Comment or Agenda Item No; 5) Subject; 6) Written Comments.

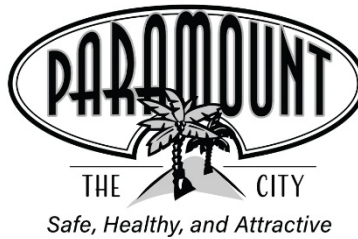
- **Teleconference: (562) 220-2225**

Participants wishing to address the City Council by teleconference should call City Hall at **(562) 220-2225** by **5:45 p.m. on Tuesday, May 3, 2022** and provide the following information: 1) Full Name; 2) City of Residence; 3) Phone Number; 4) Public Comment or Agenda Item No; 5) Subject. Teleconference participants will be logged in, placed in a queue and called back during the City Council meeting on speaker phone to provide their comments.

All public comments are limited to a maximum of three minutes unless an extension is granted. Please be mindful that the meeting will be recorded as any other person is recorded when appearing before the City Council, and all other rules of procedure and decorum will apply when addressing the City Council by teleconference.

AGENDA

Paramount City Council
May 3, 2022



Regular Meeting
City Hall Council Chambers
6:00 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 prior to the commencement of the Public Comments period 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 podium provided for the public. Persons are limited to a maximum of three (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. For additional ways to participate and provide public comments, see the preceding Public Participation Notice.

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) 220-2225 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 Vilma Cuellar Stallings
PLEDGE OF ALLEGIANCE:	Cadet Major Jesus Hurtado Paramount High School JROTC
INVOCATION:	Pastor Beau Stephens Chapel of Change
ROLL CALL OF COUNCILMEMBERS:	Councilmember Laurie Guillen Councilmember Peggy Lemons Councilmember Brenda Olmos Vice Mayor Isabel Aguayo Mayor Vilma Cuellar Stallings

PRESENTATIONS

1. [PRESENTATION](#) Mayor's Award of Excellence
2. [PROCLAMATION](#) National Peace Officers Memorial Day – May 15, 2022
3. [PROCLAMATION](#) National Military Appreciation Month
4. [PROCLAMATION](#) National Mental Health Awareness Month
5. [PROCLAMATION](#) National Senior Health and Fitness Day – May 25, 2022
6. [PROCLAMATION](#) National Water Safety Month
7. [PROCLAMATIONS](#) National Building Safety Month & National Public Works Week
8. [RECOGNITION](#) City of Paramount Retiree – Margarita Gutierrez

CITY COUNCIL PUBLIC COMMENT UPDATES

PUBLIC COMMENTS

CONSENT CALENDAR

All items under the Consent Calendar may be enacted by one motion. Any item may be removed from the Consent Calendar and acted upon separately by the City Council.

9. [APPROVAL](#) Register of Demands
10. [RECEIVE AND FILE](#) Treasurer's Report for the Quarter Ending March 31, 2022
11. [ORDINANCE NO. 1162 \(Adoption\)](#) Approving Zoning Ordinance Text Amendment No. 23, revising regulations for condominium conversions in the R-M (Multiple-Family Residential) zone

12. APPROVAL

Engineer's Report and Declaration of Intent to Levy and Collect Assessments – Landscaping and Maintenance Assessment District No. 81-1

A) RESOLUTION NO. 22:026

Approving the Engineer's Report for Certain Landscaping Improvements for Landscaping and Maintenance Assessment District No. 81-1

B) RESOLUTION NO. 22:029

Declaring its Intention to Levy and Collect Assessments within Landscaping and Maintenance Assessment District No. 81-1 for FY 2022-2023

NEW BUSINESS

13. ORAL REPORT

Paramount Youth Commission Presentation

14. PUBLIC HEARING

Adoption of the Consolidated Plan (FY 22-26), One-Year Action Plan (FY 23), and Analysis of Impediments to Fair Housing (FY 22) for the Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) Programs

15. RECEIVE AND FILE

Home Improvement Program – Mobile Home Guidelines

16. DISCUSSION AND APPROVAL

Disbursement of the City of Paramount's Allocation of CMFA Bond Issuance Fees

17. APPROVAL

Revisions to Community Garden Rules and Guidelines

18. APPROVAL

Agreement for Business License Compliance and Operations Management Services with HdL Companies, LLC

19. ORAL REPORT

Contractual Security Services for Park Supervision

20. APPROVAL

Appointment of a Parks and Recreation Commissioner

ENVIRONMENTAL SUSTAINABILITY NEW BUSINESS

21. [APPROVAL](#)

Service Agreement between the
City of Paramount and TreePeople
for Management of the Urban Forest
Management Plan Program

22. [AWARD OF
CONTRACT](#)

City Hall LED Retrofit Lighting (City Project
No. 9293)

COMMENTS/COMMITTEE REPORTS

- Councilmembers
- Staff

CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS

Government Code Section 54957.6

City Representatives: Andrew Vialpando/Irma Moisa

Employee Organization: Teamsters

ADJOURNMENT

To a meeting on May 17, 2022 at 5:00 p.m.

MAY 3, 2022

PRESENTATION

MAYOR'S AWARD OF EXCELLENCE

MAY 3, 2022

PROCLAMATION

NATIONAL PEACE OFFICERS MEMORIAL DAY – MAY 15, 2022

MAY 3, 2022

PROCLAMATION

NATIONAL MILITARY APPRECIATION MONTH

MAY 3, 2022

PROCLAMATION

NATIONAL MENTAL HEALTH AWARENESS MONTH

MAY 3, 2022

PROCLAMATION

NATIONAL SENIOR HEALTH AND FITNESS DAY

MAY 3, 2022

PROCLAMATION

NATIONAL WATER SAFETY MONTH

MAY 3, 2022

PROCLAMATION

NATIONAL BUILDING SAFETY MONTH

MAY 3, 2022

PROCLAMATION

NATIONAL PUBLIC WORKS WEEK

MAY 3, 2022

RETIREE RECOGNITION

- MARGARITA GUTIERREZ, FINANCE SUPERVISOR

MAY 3, 2022

REGISTER OF DEMANDS

PARAMOUNT CITY COUNCIL

MOTION IN ORDER:

APPROVE THE PARAMOUNT CITY COUNCIL REGISTER OF DEMANDS.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

**CITY OF PARAMOUNT
FINAL CHECK REGISTER
April 30, 2022
Pre-issue Checks**

Check Number	Vendor Name	Amount	Description
323642	A Y NURSERY, INC.	802.58	PW - LANDSCAPE MNTC SUPPLIES
	Vendor Tota	802.58	
323576	ADMINISTRATIVE SERVICES CO-OP	1,689.21	CSR - TAXI TRANSIT SVCS (1/22)
	Vendor Tota	1,689.21	
323787	ADVANCE ELEVATOR, INC	300.00	PW - ELEVATOR MNTC (4/22)
	Vendor Tota	300.00	
323577	ADVANCED AQUATIC TECHNOLOGY	975.00	PW - CIVIC CENTER FOUNTAIN MNTC (3/22)
323748		975.00	PW - CIVIC CENTER FOUNTAIN MNTC (2/22)
	Vendor Tota	1,950.00	
323697	AFLAC	2,745.27	AFLAC VOLUNTARY INSURANCE (3/22)
	Vendor Tota	2,745.27	
323604	AGAVE ORGANIC FUDS	50.68	WTR DEP REF - 7628 JACKSON
	Vendor Tota	50.68	
323535	AIRGAS	102.08	PW - WATER OPER MNTC SUPPLIES
	Vendor Tota	102.08	
323698	AKM CONSULTING ENGINEERS, INC	22,688.08	CIP - WELL #16 CONSTRUCTION MGMT (2/22)
	Vendor Tota	22,688.08	
323536	ALIN PARTY SUPPLY CO.	156.91	CSR - STAR SUPPLIES
323710		239.76	CSR - EASTER BUNNY PHOTO EVENT
	Vendor Tota	396.67	
323498	ALL AMERICAN ASPHALT	27,132.00	CIP - NEIGHBORHOOD STREET RESURF (1/22)
	Vendor Tota	27,132.00	
323578	ALL CITY MANAGEMENT SERVICES	14,713.28	PS - CROSSING GUARD SVCS (2/20 - 3/5)
		113.35	PS - CROSSING GUARD SVCS (1/23 - 2/5)
323724		16,575.17	PS - CROSSING GUARD SVCS (3/6 - 3/19)
323818		16,605.32	PS - CROSSING GUARD SVCS (3/20 - 4/2)
	Vendor Tota	48,007.12	
323798	ALTA LANGUAGE SERVICES, INC	66.00	HR - BILINGUAL PAY EXAM SVCS (GP)
	Vendor Tota	66.00	
323764	ALVAREZ, ARMANDO	200.00	PS - HOME SECURITY REBATE PROGRAM
	Vendor Tota	200.00	
323499	ANDERSON BREWING CONSULTATION	2,208.29	AS - ECONOMIC DEVELOPMENT CONSULT SVCS
323834		3,965.84	AS - ECONOMIC DEVELOPMENT CONSULT SVCS
	Vendor Tota	6,174.13	
323500	ANNEX SOLAR ELECTRICAL CORP	365.82	BLDG PERMIT REFUND (HENO)
		1.00	STATE GREEN FEE REFUND (HENO)
		46.80	STORM DRAIN FEE REFUND (HENO)
		33.28	GENERAL PLAN FEE REFUND (HENO)
		1.34	SMI FEE REFUND (HENO)
	Vendor Tota	448.24	
323537	APPLE INC	264.60	CSR - STAR SUPPLIES
323711		20,744.31	CSR - STAR IPAD PRO (25)
		220.22	CSR - STAR SUPPLIES
	Vendor Tota	21,229.13	
323712	ARAMARK UNIFORM SERVICES, INC.	211.84	CSR - LAUNDRY SVCS (3/16)
	Vendor Tota	211.84	
323749	ARMENTA, ANA	100.00	FACILITY DEP REFUND (ARMENTA,9002548)
	Vendor Tota	100.00	

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Check Number	Vendor Name	Amount	Description
323538	ARTESIA FERTILIZER	240.00	PW - LANDSCAPE MNTC SUPPLIES
		195.99	PW - LANDSCAPE MNTC SUPPLIES
	Vendor Total	435.99	
323605	AT & T	112.35	GEN - CLRWTR INTERNET (3/22)
323680		64.20	GEN - SPLASH PAD INTERNET (3/22)
323765		96.30	GEN - COM CTR INTERNET (4/22)
323819		42.80	GEN - PARAMOUNT POOL INTERNET (4/22)
323788		3,714.59	GEN - TELEPHONE SERVICE (3/22)
		1,087.36	PW - WATER SYSTEM SERVICE (3/22)
	Vendor Total	5,117.60	
323579	AT&T MOBILITY	44.73	FIN - CELLULAR SERVICE (3/22)
		44.73	PW - CELLULAR SERVICE (3/22)
323606		44.07	CSR - FACILITIES CELLULAR SERVICE(3/22)
		44.07	CSR - STAR CELLULAR SERVICE (3/22)
	Vendor Total	177.60	
323607	ATKINSON, ANDELSON, LOYA	2,683.50	HR - COLLECTIVE BARGAINING SVCS (2/22)
		-1,500.00	HR - COLLECTIVE BARGAINING SVCS(CREDIT)
	Vendor Total	1,183.50	
323643	BACKFLOW APPARATUS & VALVE	575.62	PW - WATER OPER MNTC SUPPLIES
	Vendor Total	575.62	
323766	BAUTISTA, LOREAN	21.26	CP - SOCIAL MEDIA SUPPLIES
	Vendor Total	21.26	
323501	BEIGHTON, DAVE	2,250.00	PS - DETECTIVE SPECIALIST (2/26 - 3/11)
323681		2,150.00	PS - DETECTIVE SPECIALIST (3/12 - 3/25)
323820		2,000.00	PS - DETECTIVE SPECIALIST (3/26 - 4/8)
	Vendor Total	6,400.00	
323608	BENJAMIN MFG CO.	51.20	WTR DEP REF - 7721 ADAMS
	Vendor Total	51.20	
323767	BIOMETRICS4ALL, INC	372.00	HR - FINGERPRINTING SVCS (3/22)
		270.00	CSR - STAR FINGERPRINTING SVCS (3/22)
	Vendor Total	642.00	
323580	BISHOP COMPANY	599.58	PW - GENERAL SMALL TOOLS
	Vendor Total	599.58	
323515	BLUESPACE INTERIORS	5,178.87	CSR - ENP LOBBY FURNITURE
323644		2,214.43	PW - SCADA UPGRADES (FURNITURE)
	Vendor Total	7,393.30	
323699	BRAVO SIGN & DESIGN INC	55,808.44	CIP - CIVIC CENTER MONUMENT SIGNS
	Vendor Total	55,808.44	
323645	BRICIO, MIRIAM	690.00	CSR - ADAPTIVE RECREATION SUPPLIES
	Vendor Total	690.00	
323581	BRIGHTVIEW LANDSCAPE	30,141.57	PW - LANDSCAPE MNTC SVCS (3/22)
		14,457.59	PW - MEDIAN MNTC SVCS (3/22)
	Vendor Total	44,599.16	
323539	BROWN BOLT & NUT CORP.	73.96	PW - FACILITY MNTC SUPPLIES
323725		194.40	PW - FACILITY MNTC SUPPLIES
		159.47	PW - FACILITY MNTC SUPPLIES
	Vendor Total	427.83	

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323516	BUCKNAM & ASSOCIATES, INC	6,922.80	CIP - WELL #16 CONSTRUCTION MGMT (2/22)
323821		6,082.80	CIP - WELL #16 CONSTRUCTION MGMT (3/22)
	Vendor Tota	13,005.60	
323768	C S LEGACY CONSTRUCTION	74,028.24	CIP - BUS SHELTERS (2/22)
	Vendor Tota	74,028.24	
323835	CALIFORNIA BUILDING STANDARDS	210.60	PL - REMITTANCE SB1473 (1/22 - 3/22)
		23.40	PL - ADMIN FEE SB1473 (1/22 - 3/22)
		-23.40	PL - ADMIN FEE SB1473 (1/22 - 3/22)
	Vendor Tota	210.60	
15325	CALIFORNIA PUBLIC EMPLOYEES'	38,878.68	PERS RETIREMENT - PPE 2/25
15326		14,171.90	PERS RETIREMENT - PPE 2/25
15337		105,261.33	MEDICAL INSURANCE (ACTIVE) - 4/22
		8,791.00	MEDICAL INSURANCE (RETIRED) - 4/22
		413.77	MEDICAL INSURANCE (ADMIN FEE) - 4/22
15341		39,202.87	PERS RETIREMENT - PPE 3/11
15342		2,843.50	PERS RETIREMENT - CC 3/22
15343		14,475.45	PERS RETIREMENT - PPE 3/11
15344		492.81	PERS RETIREMENT - CC 3/22
15381		38,949.39	PERS RETIREMENT - PPE 3/25
15382		14,511.71	PERS RETIREMENT - PPE 3/25
15390		1,492.65	GEN - REPL BENEFIT CONTRIBUTION (2022)
	Vendor Tota	279,485.06	
323789	CALIFORNIA WATERS	438,924.08	CIP - PARAMOUNT POOL REPAIR (2/22)
	Vendor Tota	438,924.08	
323517	CALPERS LONG-TERM CARE PROGRAM	47.54	CALPERS LTC - PPE 3/11 (AF)
323706		47.54	CALPERS LTC - PPE 3/25 (AF)
323836		47.54	CALPERS LTC - PPE 4/8 (AF)
	Vendor Tota	142.62	
323609	CANELA, ANDREA S	200.00	PS - HOME SECURITY REBATE PROGRAM
	Vendor Tota	200.00	
323610	CANELA, ROBERTO	200.00	PS - HOME SECURITY REBATE PROGRAM
	Vendor Tota	200.00	
323799	CAPITOL ENQUIRY INC.	111.71	AS - 2022 DIRECTORY OF CA LEGISLATURE
	Vendor Tota	111.71	
323750	CARRIZALES, KARYNA	200.00	PS - HOME SECURITY REBATE PROGRAM
	Vendor Tota	200.00	
323611	CASILLAS, RODRIGO	200.00	PS - HOME SECURITY REBATE PROGRAM
	Vendor Tota	200.00	
323612	CASTILLO	4.09	WTR DEP REF - 13808 FACADE
	Vendor Tota	4.09	

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Check Number	Vendor Name	Amount	Description
323646	CDW GOVERNMENT, INC.	33.41	GEN - COMPUTER MNTC SUPPLIES
323700		1,440.30	GEN - COMPUTER MNTC SUPPLIES
		283.04	GEN - CONTINGENCY COMPUTER MONITOR (PRO
		72.90	GEN - PRINTER TONER
		269.41	GEN - COMPUTER MNTC SUPPLIES
		192.64	GEN - COMPUTER MNTC SUPPLIES
		61.02	GEN - COMPUTER MNTC SUPPLIES
		49.58	GEN - COMPUTER MNTC SUPPLIES
		-32.38	GEN - COMPUTER MNTC SUPPLIES (CREDIT)
		-49.58	GEN - COMPUTER MNTC SUPPLIES (CREDIT)
		-70.50	GEN - COMPUTER MNTC SUPPLIES (CREDIT)
		-266.44	GEN - COMPUTER MNTC SUPPLIES (CREDIT)
		-278.04	GEN - COMPUTER MNTC SUPPLIES (CREDIT)
		-374.79	GEN - RECEIPT PRINTER (COM CTR) - CREDI
		-418.57	GEN - COMPUTER MNTC SUPPLIES (CREDIT)
		-866.87	GEN - RECEIPT PRINTER (COM CTR) - CREDI
	Vendor Tota	45.13	
323682	CENTRAL BASIN MUNI WATER DIST	261,270.86	PW - PURCHASED WATER (2/22)
	Vendor Tota	261,270.86	
323837	CHARTER COMMUNICATIONS	769.00	GEN - CITY YARD FIBER INTERNET (4/22)
	Vendor Tota	769.00	
323582	CINTAS #053	71.11	PW - UNIFORM SVC (FACILITIES)
		36.50	PW - UNIFORM SVC (LANDSCAPE)
		20.31	PW - UNIFORM SVC (ROADS)
		20.63	PW - UNIFORM SVC (WTR PROD)
		22.27	PW - UNIFORM SVC (WTR DIST)
		21.18	PW - UNIFORM SVC (WTR CUST SVC)
		48.58	PW - UNIFORM SVC (FACILITIES)
		36.50	PW - UNIFORM SVC (LANDSCAPE)
		20.31	PW - UNIFORM SVC (ROADS)
		20.63	PW - UNIFORM SVC (WTR PROD)
		22.27	PW - UNIFORM SVC (WTR DIST)
		32.50	PW - UNIFORM SVC (WTR CUST SVC)
		53.73	PW - UNIFORM SVC (FACILITIES)
		36.50	PW - UNIFORM SVC (LANDSCAPE)
		20.31	PW - UNIFORM SVC (ROADS)
		20.63	PW - UNIFORM SVC (WTR PROD)
		22.27	PW - UNIFORM SVC (WTR DIST)
		21.18	PW - UNIFORM SVC (WTR CUST SVC)
		46.55	PW - UNIFORM SVC (FACILITIES)
		36.50	PW - UNIFORM SVC (LANDSCAPE)
		20.31	PW - UNIFORM SVC (ROADS)
		20.63	PW - UNIFORM SVC (WTR PROD)
		22.27	PW - UNIFORM SVC (WTR DIST)
		21.18	PW - UNIFORM SVC (WTR CUST SVC)
	Vendor Tota	714.85	
323613	CINTAS FIRE PROTECTION	138.00	PW - FIRE PROTECTION SVCS
	Vendor Tota	138.00	
323647	CIT TECHNOLOGY FIN SERV, INC	351.80	PW - COPIER (3/22)
	Vendor Tota	351.80	
323683	CITY OF DOWNEY	540.00	PW - TRAFFIC SIGNAL MNTC (7/21-12/21)
	Vendor Tota	540.00	

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Check Number	Vendor Name	Amount	Description
15315	CITY OF PARAMOUNT PAYROLL	309,668.81	NET PAYROLL - PPE 03/11
15327		6,250.32	NET PAYROLL - SPEC 2/25
15330		1,485.86	NET PAYROLL - SPEC 3/18
15334		303.66	NET PAYROLL - SPEC 3/18
15338		9,011.24	NET PAYROLL - SPEC 2/25
15346		301,887.59	NET PAYROLL - PPE 03/25
15366		293.66	NET PAYROLL - SPEC 3/31
15369		258.13	NET PAYROLL - SPEC 3/27
15372		543.99	NET PAYROLL - SPEC 1/28
15374		358.51	NET PAYROLL - SPEC 4/1
15383		286.99	NET PAYROLL - SPEC 4/3
15387		534.45	NET PAYROLL - SPEC 4/6
15391		1,934.53	NET PAYROLL - SPEC 4/7
15393		711.70	NET PAYROLL - SPEC 4/8
15398		305,242.92	NET PAYROLL - PPE 04/08
	Vendor Tota	938,772.36	
323800	CITY OF PARAMOUNT WATER DEPT	13,165.52	GEN - PARKS & FACILITIES (1/22 - 2/22)
		18,256.65	PW - MEDIAN IRRIGATION (1/22 - 2/22)
		576.54	GEN - ASSESSMENT DISTRICT (1/22 - 2/22)
		59.50	GEN - CLRWTR BLDG (1/22 - 2/22)
		272.53	GEN - PARAMOUNT PARK (1/22 - 2/22)
		272.53	PW - PARAMOUNT PARK (1/22 - 2/22)
	Vendor Tota	32,603.27	
323648	CITY OF SANTA FE SPRINGS	24,421.48	PW - TRAFFIC SIGNAL MNTC (10/21)
		20,695.36	PW - TRAFFIC SIGNAL MNTC (11/21)
		6,972.93	PW - TRAFFIC SIGNAL MNTC (12/21)
	Vendor Tota	52,089.77	
323751	CLARK, CARL D	200.00	PS - HOME SECURITY REBATE PROGRAM
	Vendor Tota	200.00	
323583	CLEANSTREET	17,384.90	PW - STREET SWEEPING (2/22)
	Vendor Tota	17,384.90	
323584	COMMERCIAL BUILDING MANAGEMENT	11,882.05	PW - JANITORIAL SVCS (2/22)
	Vendor Tota	11,882.05	
323801	CONTINENTAL INTERPRETING	700.00	CC - COMMUNITY INTERPRETER (3/15)
		700.00	CC - COMMUNITY INTERPRETER (3/1)
		475.00	CC - COMMUNITY INTERPRETER (2/15)
		465.00	PS - COMMUNITY INTERPRETER (CWPC-2/24)
		75.00	PL - TRANSLATION SVCS (CUP 757)
		75.00	PL - TRANSLATION SVCS (PH - 4/12)
	Vendor Tota	2,490.00	
323585	COPY R OFFICE SOLUTIONS	69.70	CSR - COM CTR COPIER (3/22)
	Vendor Tota	69.70	
323726	CORE & MAIN LP	2,726.75	PW - WATER METER
	Vendor Tota	2,726.75	
323769	CORTEZ DE SELVAS, MARIA	200.00	PS - HOME SECURITY REBATE PROGRAM
	Vendor Tota	200.00	

**CITY OF PARAMOUNT
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Check Number	Vendor Name	Amount	Description
323684	DATA TICKET, INC	340.00	PS - SPECIAL HEARING (10/21)
		340.00	PS - SPECIAL HEARING (9/21)
		255.00	PS - SPECIAL HEARING (1/22)
		200.00	PS - NOISE DISTURBANCE SVCS (12/21)
		114.00	PS - CODE ENF CITATION SVCS (1/22)
		38.00	PS - CODE ENF CITATION SVCS (9/21)
		38.00	PS - CODE ENF CITATION SVCS (12/21)
		19.00	PS - CODE ENF CITATION SVCS (8/21)
323713		90.00	PS - APPEAL HEARING (4/21)
323752		7,759.15	PS - PARKING CITATION SVCS (2/22)
		611.62	PS - CODE ENF CITATION SVCS (2/22)
		425.00	PS - SPECIAL HEARING (2/22)
		281.25	PS - NOISE DISTURBANCE SVCS (2/22)
323822		754.75	PS - CODE ENF CITATION SVCS (3/22)
		288.50	PS - NOISE DISTURBANCE SVCS (3/22)
	Vendor Tota	11,554.27	
323770	DE LA CRUZ, STEPHANIE	200.00	PS - HOME SECURITY REBATE PROGRAM
	Vendor Tota	200.00	
323649	DELL MARKETING L.P.	5,874.59	GEN - DMZ WATER SERVER
	Vendor Tota	5,874.59	
323771	DEPARTMENT OF WATER AND POWER	500.00	PW - RIGHT-OF-WAY USE (4/22 - 3/23)
	Vendor Tota	500.00	
323772	DIAMOND ENVIRONMENTAL SERVICES	327.93	PW - SALUD PARK RESTROOM (3/22)
	Vendor Tota	327.93	
323650	DIANA'S FLOWERS	308.70	CP - 19TH AMENDMENT UNVEILING
	Vendor Tota	308.70	
323773	DIRECTV	86.99	PS - EOC SATELLITE SVCS (4/22)
	Vendor Tota	86.99	
323651	DISCOUNT FITNESS PROS	3,133.31	CSR - RECREATION SUPPLIES
	Vendor Tota	3,133.31	
323790	DIVISION OF THE STATE	2,688.00	SB 1186 BUSINESS ACCESS FEE (1/22-3/22)
		-2,688.00	SB 1186 BUSINESS ACCESS FEE (1/22-3/22)
		268.80	SB 1186 FEE - STATE PORTION (1/22-3/22)
	Vendor Tota	268.80	
323540	DOG WASTE DEPOT	259.66	PW - LANDSCAPE MNTC SUPPLIES
		220.46	PW - LANDSCAPE MNTC SUPPLIES
	Vendor Tota	480.12	
15379	ELAVON, INC	802.65	GEN-CS CREDIT CARD TERMINAL SVCS (3/22)
15380		334.60	GEN-PL CREDIT CARD TERMINAL SVCS (3/22)
	Vendor Tota	1,137.25	
15316	EMPLOYMENT DEVELOPMENT DEPT	12,215.11	STATE PAYROLL TAX - PPE 3/11
15331		6.44	STATE PAYROLL TAX - SPEC 3/18
15347		12,664.31	STATE PAYROLL TAX - PPE 3/25
15399		13,402.65	STATE PAYROLL TAX - PPE 4/8
	Vendor Tota	38,288.51	
323802	ENTERPRISE FM TRUST	5,320.33	PW - VEHICLE LEASE (UNIT#476) 3/22-2/23
		5,320.33	PW - VEHICLE LEASE (UNIT#477) 3/22-2/23
	Vendor Tota	10,640.66	
323586	ENVIRONMENTAL INDUSTRIAL	112.55	BUSINESS LICENSE REFUND - ENVIRONMENTAL
	Vendor Tota	112.55	

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323774	ENVIRONMENTAL PLANNING	16,972.93	PL - EIR FOR SPECIFIC PLAN(PARAMOUNT)
		3,635.00	PL - EIR FOR SPECIFIC PLAN(PARAMOUNT)
	Vendor Tota	20,607.93	
323587	ESTRADA, BALTAZAR	300.00	CSR - SENIOR ENTERTAINMENT (3/24)
323838		300.00	CSR - SENIOR ENTERTAINMENT (4/13)
	Vendor Tota	600.00	
323685	EUROFINS CALSCIENCE LLC	502.50	PW - INDUSTRIAL WASTE INSPECTION
	Vendor Tota	502.50	
323541	EWING IRRIGATION PRODUCTS, INC	833.75	PW - LANDSCAPE MNTC SUPPLIES
	Vendor Tota	833.75	
323588	FACILITY WERX, INC	2,323.79	PW - HOUSEHOLD SUPPLIES
323727		184.37	PW - FACILITY MNTC SUPPLIES
323775		745.38	GEN - OFFICE SUPPLIES
		674.20	GEN - OFFICE SUPPLIES
	Vendor Tota	3,927.74	
323502	FAIR HOUSING FOUNDATION	1,509.44	FIN - FAIR HOUSING SVCS (1/22)
		1,364.50	FIN - FAIR HOUSING SVCS (2/22)
	Vendor Tota	2,873.94	
323803	FAMILY PROMISE OF	32,902.38	PS - HOMELESS PREVENTION SVC(1/22-3/22)
	Vendor Tota	32,902.38	
323652	FAMOSO LTD	5,710.00	PW - LANDSCAPE MNTC SUPPLIES (SHADESAIL
	Vendor Tota	5,710.00	
323653	FEDEX	150.06	GEN - POSTAGE EXPENSE
323728		71.86	GEN - POSTAGE EXPENSE
	Vendor Tota	221.92	
323542	FERGUSON ENTERPRISES, INC	19.59	PW - FACILITY MNTC SUPPLIES
	Vendor Tota	19.59	
323654	FIELDTURF USA, INC	1,665.00	PW - SALUD PARK TURF MNTC
	Vendor Tota	1,665.00	
323791	FIGUEROA, ADRIANA	691.50	PW - LOCC CONFERENCE (AF)
	Vendor Tota	691.50	
323839	FILE KEEPERS, LLC	222.93	PS - SHREDDING SVCS (3/22)
		98.18	PS - SHREDDING SVCS (2/22)
	Vendor Tota	321.11	
323753	FIRST VEHICLE SERVICES	27,044.58	PW - VEHICLE MNTC SVCS (3/22)
		4,555.30	PW - VEHICLE NON-CONTRACT MNTC (3/22)
	Vendor Tota	31,599.88	
323614	FLORES, PABLO A	200.00	PS - HOME SECURITY REBATE PROGRAM
	Vendor Tota	200.00	
323543	FORD MOTOR CREDIT COMPANY LLC	7,828.45	PW - TRUCK LEASE (8526710) - PRINCIPAL
		1,117.60	PW - TRUCK LEASE (8526710) - INTEREST
	Vendor Tota	8,946.05	
323518	FRANCHISE TAX BOARD	300.00	PAYROLL DEDCUTION - PPE 3/11
323707		300.00	PAYROLL DEDUCTION - PPE 3/25
323840		300.00	PAYROLL DEDUCTION - PPE 4/8
	Vendor Tota	900.00	
323714	FRONTIER COMMUNICATIONS OF CA	707.54	GEN - PS CIRCUIT LINE (3/22)
	Vendor Tota	707.54	

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Check Number	Vendor Name	Amount	Description
323544	FUN EXPRESS	2,345.19	CSR - STAR SUPPLIES
	Vendor Tota	2,345.19	
323615	FUSION	198.48	GEN - PROGRESS PLAZA ETHERNET (4/22)
		162.61	GEN - PARAMOUNT PARK ETHERNET (4/22)
	Vendor Tota	361.09	
323545	GARIBALDO'S NURSERY	396.35	PW - LANDSCAPE MNTC SUPPLIES
		133.40	PW - LANDSCAPE MNTC SUPPLIES
	Vendor Tota	529.75	
323804	GAS COMPANY	1,218.97	GEN - FACILITIES NATURAL GAS (3/22)
		115.84	GEN - CLRWTR NATURAL GAS (3/22)
		295.99	PW - WELLS #13 & #14 NATURAL GAS (3/22)
	Vendor Tota	1,630.80	
323616	GASTELUM, SERGIO A	197.09	PS - HOME SECURITY REBATE PROGRAM
	Vendor Tota	197.09	
323503	GOLDEN STATE WATER COMPANY	516.06	PW - MEDIAN IRRIGATION (2/22)
		2,908.20	GEN - ALL AMERICAN PARK WATER (2/22)
	Vendor Tota	3,424.26	
323504	GOMEZ, TRACY	128.00	PS - YAL SVCS (2/26 - 3/11)
	Vendor Tota	128.00	
323805	GOTO COMMUNICATIONS, INC	2,032.82	GEN - VOIP TELEPHONE SVC (4/22)
	Vendor Tota	2,032.82	
323546	GRAINGER	436.66	PW - FACILITY MNTC SUPPLIES
		242.79	PW - WATER OPER MNTC SUPPLIES
		54.37	PW - FACILITY MNTC SUPPLIES
		35.60	PW - FACILITY MNTC SUPPLIES
		24.38	PW - WATER OPER MNTC SUPPLIES
		13.95	PW - FACILITY MNTC SUPPLIES
		2.40	PW - WATER OPER MNTC SUPPLIES
		-141.65	PW - WATER OPER MNTC SUPPLIES (CREDIT)
	Vendor Tota	668.50	
323547	GREENFIELDS OUTDOOR FITNESS,	1,262.36	PW - LANDSCAPE MNTC SUPPLIES
	Vendor Tota	1,262.36	
323617	GRUIA	36.90	WTR DEP REF - 14807 SAN JOSE
	Vendor Tota	36.90	
323715	GUS'S DELI BBQ & GRILL	828.00	CSR - ENP SUPPLIES
	Vendor Tota	828.00	
323806	GUTIERREZ, JAELYN	600.00	AS - MAYOR'S SCRAPBOOK
		164.24	AS - MAYOR'S SCRAPBOOK
	Vendor Tota	764.24	
323729	H & H NURSERY INC.	154.96	PW - LANDSCAPE MNTC SUPPLIES
	Vendor Tota	154.96	
323618	HAGEN PLUMBING, INC	579.27	PW - FACILITY MNTC SVCS
	Vendor Tota	579.27	
323655	HAPPINESS UNLIMITED	120.00	CP - ECO-FRIENDLY EVENT
323841		475.00	CP - ECO-FRIENDLY EVENT
	Vendor Tota	595.00	
323823	HARRELL & COMPANY ADVISORS	1,000.00	FIN - POB CONTINUING DISCLOSURE
	Vendor Tota	1,000.00	

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Check Number	Vendor Name	Amount	Description
15377	HASLER MAILING SYSTEMS	2,500.00	GEN - POSTAGE METER (4/1)
	Vendor Tota	2,500.00	
323842	HERMOSILLO, ADRIANA	189.23	CM - MEETING SUPPLIES
	Vendor Tota	189.23	
323548	HI-WAY SAFETY INC	2,190.39	PW - STREET MNTC SUPPLIES
	Vendor Tota	2,190.39	
323716	HINDERLITER, DE LLAMAS	1,251.48	FIN - TRANSACTION TAX RECOVERY(3RD QTR)
		300.00	FIN - TRANSACTION TAX SVCS (1/22-3/22)
	Vendor Tota	1,551.48	
323807	HOME DEPOT CRC/GECF	87.96	CSR - STAR SUPPLIES
		165.04	CSR - STAR SUPPLIES
		285.48	CSR - STAR SUPPLIES
		142.22	CSR - STAR SUPPLIES
		55.10	CSR - STAR SUPPLIES
	Vendor Tota	735.80	
323824	HOME DEPOT/GECF	26.04	PW - FACILITY MNTC SUPPLIES
		191.28	PW - WATER OPER MNTC SUPPLIES
		954.09	PW - GRAFFITI REMOVAL SUPPLIES
		301.71	PW - GRAFFITI REMOVAL SUPPLIES
		145.44	PW - FACILITY MNTC SUPPLIES
		16.54	PW - FACILITY MNTC SUPPLIES
		17.61	PW - FACILITY MNTC SUPPLIES
		52.49	PW - GRAFFITI REMOVAL SUPPLIES
		206.59	CIP - COMMUNITY GARDEN RENOVATION
		110.18	PW - FACILITY MNTC SUPPLIES
		29.72	PW - LANDSCAPE MNTC SUPPLIES
		309.19	PW - STREET MNTC SUPPLIES
		484.26	PW - FACILITY MNTC SUPPLIES
		171.92	CIP - COMMUNITY GARDEN RENOVATION
		31.91	PW - FACILITY MNTC SUPPLIES
		638.70	PW - GRAFFITI REMOVAL SUPPLIES
		38.54	PW - GRAFFITI REMOVAL SUPPLIES
		33.02	PW - FACILITY MNTC SUPPLIES
		160.62	PW - GRAFFITI REMOVAL SUPPLIES
		34.50	PW - GRAFFITI REMOVAL SUPPLIES
		27.53	PW - FACILITY MNTC SUPPLIES
		65.49	PW - FACILITY MNTC SUPPLIES
		14.32	PW - FACILITY MNTC SUPPLIES
		66.08	PW - FACILITY MNTC SUPPLIES
		85.57	PW - FACILITY MNTC SUPPLIES
		88.13	PW - FACILITY MNTC SUPPLIES
		283.91	PW - GRAFFITI REMOVAL SUPPLIES
	Vendor Tota	4,585.38	
323589	HUMAN SERVICES ASSOCIATION	4,406.55	CSR - ENP MEALS (2/22)
	Vendor Tota	4,406.55	
323549	IBARRA, VELVET	150.00	FACILITY DEPOSIT REFUND (IBARRA,7006)
	Vendor Tota	150.00	
323825	IMAGE 2000, INC	34.94	FIN - COPIER MNTC (4/22)
		34.94	CSR - COPIER MNTC (4/22)
	Vendor Tota	69.88	
323686	INDUSTRIAL TECHNICAL SERVICES	200.00	PW - FACILITY MNTC SVCS
	Vendor Tota	200.00	

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Check Number	Vendor Name	Amount	Description
323590	INK HEAD DESIGN & PRINTS	463.05	PW - UNIFORMS (FACILITIES)
		463.05	PW - UNIFORMS (ROADS)
		463.05	PW - UNIFORMS (LANDSCAPE)
323619		1,099.74	PS - UNIFORMS
323656		401.31	GEN - OFFICE SUPPLIES
		198.45	GEN - OFFICE SUPPLIES
323826		1,331.07	AS - EMPLOYEE UNIFORMS
	Vendor Tota	4,419.72	
323786	INTEGRA REALTY RESOURCES -	4,500.00	PL - APPRAISAL SVCS (PARAMOUNT/JACKSON)
	Vendor Tota	4,500.00	
323792	INTERFACE SYSTEMS, LLC	317.46	PS - FIRE MONITORING SVC (4/22 - 6/22)
	Vendor Tota	317.46	
15317	INTERNAL REVENUE SERVICE	32,740.57	FED PAYROLL TAX - PPE 3/11
		11,637.42	MEDICARE PAYMENT - PPE 3/11
15328		7.90	FED PAYROLL TAX - SPEC 2/25
		199.24	MEDICARE PAYMENT - SPEC 2/25
15332		83.62	FED PAYROLL TAX - SPEC 3/18
		50.20	MEDICARE PAYMENT - SPEC 3/18
15335		15.72	FED PAYROLL TAX - SPEC 3/18
		10.18	MEDICARE PAYMENT - SPEC 3/18
15339		289.42	MEDICARE PAYMENT - SPEC 2/25
		76.89	FED PAYROLL TAX - SPEC 2/25
15348		33,168.32	FED PAYROLL TAX - PPE 3/25
		11,454.60	MEDICARE PAYMENT - PPE 3/25
15367		9.36	MEDICARE PAYMENT - SPEC 3/31
15370		8.22	MEDICARE PAYMENT - SPEC 3/27
15373		6.00	FED PAYROLL TAX - SPEC 1/28
		16.18	MEDICARE PAYMENT - SPEC 1/28
15375		11.42	MEDICARE PAYMENT - SPEC 4/1
15384		9.14	MEDICARE PAYMENT - SPEC 4/3
15388		42.34	FED PAYROLL TAX - SPEC 4/6
		18.38	MEDICARE PAYMENT - SPEC 4/6
15392		245.00	FED PAYROLL TAX - SPEC 4/7
		64.14	MEDICARE PAYMENT - SPEC 4/7
15394		22.66	MEDICARE PAYMENT - SPEC 4/8
15400		34,934.28	FED PAYROLL TAX - PPE 4/8
		11,606.50	MEDICARE PAYMENT - PPE 4/8
	Vendor Tota	136,727.70	
323620	ISLAS MORALES	11.92	WTR DEP REF - 14806 ORANGE
	Vendor Tota	11.92	
323591	IWORQ	333.33	PL - ONLINE PAYMENT SVCS (3/22 - 6/22)
	Vendor Tota	333.33	

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Check Number	Vendor Name	Amount	Description
323505	JANKOVICH COMPANY	1,536.21	PS - FLEET FUEL (3/1 - 3/7)
		270.07	PS - FLEET FUEL (3/1 - 3/7)
		36.41	PS - FLEET FUEL (3/1 - 3/7)
323621		1,615.62	PS - FLEET FUEL (3/8 - 3/14)
		1,118.77	PW - FLEET FUEL (2/22 - 2/28)
		949.32	PW - FLEET FUEL (2/22 - 2/28)
		851.83	PW - FLEET FUEL (2/15 - 2/21)
		851.03	PW - FLEET FUEL (2/22 - 2/28)
		499.77	PW - FLEET FUEL (2/15 - 2/21)
		453.51	PW - FLEET FUEL (2/15 - 2/21)
		273.05	PS - FLEET FUEL (3/8 - 3/14)
		261.31	PW - FLEET FUEL (2/22 - 2/28)
		252.56	PW - FLEET FUEL (2/22 - 2/28)
		195.54	PW - FLEET FUEL (2/15 - 2/21)
		171.92	CSR - FLEET FUEL (3/8 - 3/14)
		109.68	PL - FLEET FUEL (3/8 - 3/14)
		84.44	CSR - FLEET FUEL (3/1 - 3/7)
		74.76	PW - FLEET FUEL (2/15 - 2/21)
		74.48	PW - FLEET FUEL (2/22 - 2/28)
		50.96	PS - FLEET FUEL (3/8 - 3/14)
		44.36	PW - FLEET FUEL (2/15 - 2/21)
323657		1,525.00	PW - FLEET FUEL (3/1-3/7)
		1,342.11	PW - FLEET FUEL (3/8-3/14)
		1,068.74	PW - FLEET FUEL (3/1-3/7)
		651.53	PW - FLEET FUEL (3/8-3/14)
		632.99	PW - FLEET FUEL (3/8-3/14)
		481.89	PW - FLEET FUEL (3/1-3/7)
		238.19	PW - FLEET FUEL (3/8-3/14)
		176.86	PW - FLEET FUEL (3/8-3/14)
		140.93	PW - FLEET FUEL (3/1-3/7)
		109.64	PW - FLEET FUEL (3/1-3/7)
		87.00	PW - FLEET FUEL (3/8-3/14)
		85.89	PW - FLEET FUEL (3/1-3/7)
323687		2,363.74	PS - FLEET FUEL (3/15-3/21)
		115.45	PS - FLEET FUEL (3/15-3/21)
		44.61	PS - FLEET FUEL (3/15-3/21)
323730		517.58	PW - FACILITY MNTC SUPPLIES
323808		3,077.15	PS - FLEET FUEL (3/22 - 3/31)
		281.21	PS - FLEET FUEL (3/22 - 3/31)
		149.26	CSR - FLEET FUEL (3/15 - 3/21)
		124.25	PL - FLEET FUEL (3/22 - 3/31)
	Vendor Tota	22,989.62	
323622	JIMENEZ, GUADALUPE	200.00	PS - HOME SECURITY REBATE PROGRAM
	Vendor Tota	200.00	
323701	JK DESIGNS, INC	11,251.73	CIP - 19TH AMENDMENT SCULPTURE
	Vendor Tota	11,251.73	
323776	JMD NET	2,500.00	GEN - COMPUTER NETWORK SUPPORT (3/22)
	Vendor Tota	2,500.00	
323658	JMG SECURITY SYSTEMS, INC	7,364.58	PW - SECURITY SYSTEM MNTC (4/22-6/22)
		2,118.93	PS - SECURITY SYSTEM MNTC (4/22-6/22)
		2,976.51	PW - SECURITY SYSTEM MNTC (4/22-6/22)
		304.29	PW - SECURITY SYSTEM MNTC
323793		1,950.00	PW - ALARM INSTALL (14400 PARAMOUNT)
		850.00	PW - ALARM INSTALL (7130 SAN MARCUS)
	Vendor Tota	15,564.31	

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323623	JOE GONSALVES & SON INC	3,000.00	CC - LEGISLATIVE LOBBYIST (4/22)
	Vendor Tota	3,000.00	
323688	JOHN L HUNTER	1,638.75	PW - STORMWATER MGMT SVCS (1/22)
	Vendor Tota	1,638.75	
323550	JOHN'S WHOLESALE ELECTRIC, INC	1,164.26	PW - FACILITY MNTC SUPPLIES
	Vendor Tota	1,164.26	
323506	JONES & MADHAVAN	2,000.00	CIP - PARAMOUNT POOL REPLASTER (CNRA)
	Vendor Tota	2,000.00	
323809	JUNIOR'S CONSTRUCTION, INC	12,873.44	PW-NUISANCE ABATEMENT (16635 PARAMOUNT)
		3,015.00	PW-NUISANCE ABATEMENT (16683 PARAMOUNT)
	Vendor Tota	15,888.44	
323592	KEN MATSUI IMAGES PHOTOGRAPHY	425.00	CP - CC MEETING PHOTOS (2/1)
		425.00	CP - CC MEETING PHOTOS (3/1)
	Vendor Tota	850.00	
323624	KEN'S WELDING	685.00	PW - FACILITY MNTC SVCS
		660.00	PW - FACILITY MNTC SVCS
		595.00	PW - FACILITY MNTC SVCS
		575.00	PW - FACILITY MNTC SVCS
		420.00	PW - FACILITY MNTC SVCS
		365.00	PW - FACILITY MNTC SVCS
323659		1,320.00	PW - FACILITY MNTC SVCS
		1,110.00	PW - FACILITY MNTC SVCS
		990.00	PW - FACILITY MNTC SVCS
	Vendor Tota	6,720.00	
323625	KLM, INC.	1,300.00	PW - A/C SYSTEM SVCS (CITY YARD)
		993.43	PW - A/C SYSTEM SVCS (CITY YARD)
		660.64	PW - A/C SYSTEM SVCS (STATION)
		531.63	PW - A/C SYSTEM SVCS (MARIPOSA)
		358.00	PW - A/C SYSTEM SVCS (COM CTR)
		255.00	PW - A/C SYSTEM SVCS (GYM)
		250.00	PW - A/C SYSTEM SVCS (CLRWTR)
		225.00	PW - KITCHEN REF MNTC (CLRWTR)
		220.00	PW - KITCHEN REF MNTC
		172.50	PW - A/C SYSTEM SVCS (STATION)
		160.00	PW - A/C SYSTEM SVCS (FINE ARTS CTR)
323754		808.48	PW - A/C SYSTEM SVCS (CITY HALL)
		365.00	PW - A/C SYSTEM SVCS (PROGRESS PLAZA)
		360.00	PW - KITCHEN REF MNTC (PROGRESS PLAZA)
		215.00	PW - A/C SYSTEM SVCS (SPAN PARK)
		175.00	PW - WATER OPER MNTC SVCS
	Vendor Tota	7,049.68	
323689	L A COUNTY DEPT OF PUBLIC WORK	413.02	PW - INDUSTRIAL WASTE SVCS (2/22)
	Vendor Tota	413.02	
323755	L A COUNTY DISTRICT ATTORNEY	11,778.11	PS - D.A. LEGAL SVCS (2/22)
	Vendor Tota	11,778.11	
323551	L A SIGNS & BANNERS	2,715.79	CP - MILITARY BANNER PROGRAM
	Vendor Tota	2,715.79	
323507	L.N. CURTIS AND SONS	175.09	PS - UNIFORMS (ER)
		114.98	PS - UNIFORMS (ER)
323690		110.25	PS - UNIFORMS (VR)
	Vendor Tota	400.32	

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323660	LATINA'S ART FOUNDATION	5,000.00	CP - COMMUNITY ORG FUNDING
	Vendor Tota	5,000.00	
323661	LDI COLOR TOOLBOX	42.93	PW - COPIER OVERAGE (3/22)
	Vendor Tota	42.93	
323777	LINCOLN NATIONAL LIFE INS CO	528.58	DENTAL INSURANCE (HMO) - 3/22
		8,781.19	DENTAL INSURANCE (PPO) - 3/22
		1,642.00	LIFE INSURANCE (3/22)
		563.90	VOLUNTARY LIFE INSURANCE (3/22)
		4,053.47	DISABILITY INSURANCE (3/22)
	Vendor Tota	15,569.14	
323552	LINDSAY LUMBER CO., INC	921.01	PW - STREET MNTC SUPPLIES
		638.66	PW - STREET MNTC SUPPLIES
		425.78	PW - FACILITY MNTC SUPPLIES
		403.47	PW - STREET MNTC SUPPLIES
		335.52	PW - FACILITY MNTC SUPPLIES
		277.70	PW - FACILITY MNTC SUPPLIES
		235.89	PW - FACILITY MNTC SUPPLIES
		154.29	PW - STREET MNTC SUPPLIES
		140.90	PW - STREET MNTC SUPPLIES
		140.90	PW - STREET MNTC SUPPLIES
		128.96	PW - LANDSCAPE MNTC SUPPLIES
		128.34	PW - FACILITY MNTC SUPPLIES
		70.45	PW - STREET MNTC SUPPLIES
		70.45	PW - STREET MNTC SUPPLIES
		65.00	PW - LANDSCAPE MNTC SUPPLIES
		45.25	PW - STREET MNTC SUPPLIES
		43.81	PW - FACILITY MNTC SUPPLIES
		42.27	PW - STREET MNTC SUPPLIES
		35.26	PW - FACILITY MNTC SUPPLIES
		33.05	PW - FACILITY MNTC SUPPLIES
		32.51	PW - STREET MNTC SUPPLIES
		28.18	PW - STREET MNTC SUPPLIES
		27.55	PW - STREET MNTC SUPPLIES
		21.13	PW - FACILITY MNTC SUPPLIES
		21.13	PW - STREET MNTC SUPPLIES
		16.53	PW - STREET MNTC SUPPLIES
		16.50	PW - WATER OPER MNTC SUPPLIES
		15.18	PW - STREET MNTC SUPPLIES
		14.53	PW - FACILITY MNTC SUPPLIES
		12.79	PW - STREET MNTC SUPPLIES
		9.45	PW - STREET MNTC SUPPLIES
		7.27	PW - FACILITY MNTC SUPPLIES
		6.78	PW - STREET MNTC SUPPLIES
		6.16	PW - WATER OPER MNTC SUPPLIES
		4.99	PW - STREET MNTC SUPPLIES
		3.96	PW - FACILITY MNTC SUPPLIES
323662		555.73	PW - GRAFFITI REMOVAL SUPPLIES
		321.81	PW - GRAFFITI REMOVAL SUPPLIES
	Vendor Tota	5,459.14	
323663	LOPEZ, NEREYDA	150.00	FACILITY DEPOST REFUND (LOPEZ,6928)
	Vendor Tota	150.00	
323756	LOYA, JESSICA	100.00	FACILITY DEPOSIT REFUND (LOYA,9002538)
	Vendor Tota	100.00	

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Check Number	Vendor Name	Amount	Description
323508	LUCAMBIO, HAROLD	760.00	PS - YAL SVCS (2/26 - 3/11)
323709		680.00	PS - YAL SVCS (3/12 - 3/25)
323828		640.00	PS - YAL SVCS (3/26 - 4/8)
	Vendor Tota	2,080.00	
323553	M. HARA LAWNMOWER CENTER	562.27	PW - LANDSCAPE MNTC SUPPLIES
		78.74	PW - LANDSCAPE MNTC SVCS
	Vendor Tota	641.01	
323757	M/D PLUMBING	630.00	PW - FACILITY MNTC SVCS
		250.00	PW - FACILITY MNTC SVCS
		250.00	PW - FACILITY MNTC SVCS
		250.00	PW - FACILITY MNTC SVCS
		250.00	PW - FACILITY MNTC SVCS
	Vendor Tota	1,630.00	
323778	MAGLIN CORPORATION	26,706.00	CIP - BUS STOP TRASH CANS (16)
	Vendor Tota	26,706.00	
323626	MAGSAYSAY	21.01	WTR DEP REF - 6304 RANCHO PARADA
	Vendor Tota	21.01	
323519	MAMEA, NORMAN	60.00	PW - WATER TREATMENT CERTIFICATION (NM)
	Vendor Tota	60.00	
323627	MATRIX TRUST TPA 000363	44,562.65	RETIREE HEALTH TRUST (5/22)
	Vendor Tota	44,562.65	
323554	MAY TOOL INC.	40.00	PW - FACILITY MNTC SUPPLIES
		4.10	PW - FACILITY MNTC SUPPLIES (TAX)
		-4.10	MAY TOOL
	Vendor Tota	40.00	
323509	MDG ASSOCIATES, INC	1,266.00	FIN - FIVE YEAR CON PLAN (2022 - 2026)
		1,184.00	FIN - FAIR HOUSING ASSESSMENT (2/22)
323628		5,295.00	FIN - CDBG PROGRAM ADMIN (2/22)
		.00	FIN - CDBG PROGRAM ADMIN (2/22)
		1,900.00	PL - RES ADMIN (15157 CASTANA) - 2/22
		1,900.00	PL - RES ADMIN (6506 SAN LUIS) - 2/22
		1,165.50	FIN - HOME PROGRAM ADMIN (2/22)
323810		300.00	PL - APPRAISAL SVCS (15157 CASTANA)
		300.00	PL - APPRAISAL SVCS (8421 ELBURG)
	Vendor Tota	13,310.50	
15356	METROPOLITAN ESCROW	18,000.00	CIP - PROPERTY ACQUISITION (16247 VERMO
	Vendor Tota	18,000.00	
323555	MIRACLE PLAYGROUND SALES	721.78	PW - LANDSCAPE MNTC SUPPLIES
	Vendor Tota	721.78	
323520	MMC, INC	452,469.80	CIP - WELL #16 CONSTRUCTION (2/22)
	Vendor Tota	452,469.80	
323629	MOBARAK	24.68	WTR DEP REF - 8410 ACKLEY
	Vendor Tota	24.68	
323702	MOBILE RELAY ASSOCIATES	725.00	GEN - WIRELESS SITE RENT (4/22)
	Vendor Tota	725.00	
323811	MORNG, ROEUN	198.44	PS - HOME SECURITY REBATE PROGRAM
	Vendor Tota	198.44	
323510	MRC SMART TECHNOLOGY SOLUTIONS	1,327.47	GEN - PRINTER TONER (3/9 - 4/8)
	Vendor Tota	1,327.47	

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Check Number	Vendor Name	Amount	Description
323731	NEOGOV	13,016.00	HR - INFORMATION SYSTEMS (3/22 - 3/23)
	Vendor Total	13,016.00	
323593	NFI REAL ESTATE, LLC	1,062.50	CUP REFUND (7237 ROSECRANS)
	Vendor Total	1,062.50	
323812	NOBEL SYSTEMS, INC	13,500.00	PW - GIS SYSTEM (5/22 - 4/23)
	Vendor Total	13,500.00	
323556	OFFICE DEPOT, INC.	122.07	CSR - STAR SUPPLIES
323664		414.89	CSR - STAR SUPPLIES
		45.86	CSR - STAR SUPPLIES
323692		147.36	FIN - OFFICE SUPPLIES
323717		650.36	CSR - STAR SUPPLIES
		644.80	CSR - STAR SUPPLIES
		302.24	CSR - STAR SUPPLIES
		99.18	CSR - STAR SUPPLIES
		80.04	CSR - STAR SUPPLIES
		55.11	CSR - STAR SUPPLIES
		33.78	CSR - STAR SUPPLIES
		18.13	CSR - STAR SUPPLIES
		15.41	CSR - STAR SUPPLIES
323794		22.37	FIN - OFFICE SUPPLIES
	Vendor Total	2,651.60	
323594	OFFICE SOLUTIONS	2,052.41	GEN - PAPER STOCK
		28.64	GEN - OFFICE SUPPLIES
		346.16	GEN - PRINTER TONER
		156.51	GEN - OFFICE SUPPLIES
		63.03	PW - OFFICE SUPPLIES
		61.88	PL - OFFICE SUPPLIES
323779		407.48	GEN - OFFICE SUPPLIES
		387.44	GEN - OFFICE SUPPLIES
		29.40	PL - OFFICE SUPPLIES
	Vendor Total	3,532.95	
323813	OMG NATIONAL	543.36	PS - COMMUNITY PROMO SUPPLIES
	Vendor Total	543.36	
15378	OPENEDGE	3,428.64	GEN - UB WEB BANK CHARGES (3/22)
	Vendor Total	3,428.64	
323595	PACIFIC RIM AUTOMATION, INC.	1,050.00	PW - SCADA SYSTEM MNTC (3/22)
323758		1,000.00	PW - DIALER CONVERSION
	Vendor Total	2,050.00	
323557	PARAMOUNT ICELAND	200.00	CSR - ICE SKATING CLASS (2/22)
	Vendor Total	200.00	
323665	PARAMOUNT PET ENTERTAINMENT	700.00	CP - ECO FRIENDLY EVENT
	Vendor Total	700.00	
323558	PARAMOUNT UNIFIED SCHOOL DIST	243.95	CSR - STAR SUPPLIES
		92.00	CSR - STAR SUPPLIES
	Vendor Total	335.95	

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Check Number	Vendor Name	Amount	Description
323521	PARAMOUNT YOUTH SOCCER	225.00	CP - YOUTH SCHOLARSHIP PROGRAM
323522		150.00	CP - YOUTH SCHOLARSHIP PROGRAM
323524		75.00	CP - YOUTH SCHOLARSHIP PROGRAM
323525		75.00	CP - YOUTH SCHOLARSHIP PROGRAM
323526		75.00	CP - YOUTH SCHOLARSHIP PROGRAM
323527		75.00	CP - YOUTH SCHOLARSHIP PROGRAM
323528		60.00	CP - YOUTH SCHOLARSHIP PROGRAM
323759		75.00	CP - YOUTH SCHOLARSHIP PROGRAM
	Vendor Tota	810.00	
323630	PARMIDA LLC	46.47	WTR DEP REF - 15123 COLORADO #B
	Vendor Tota	46.47	
323843	PARTY UNLIMITED RENTAL	2,371.95	CP - ECO-FRIENDLY EVENT
	Vendor Tota	2,371.95	
323559	PENNER PARTITIONS, INC	86.20	PW - FACILITY MNTC SUPPLIES
	Vendor Tota	86.20	
323631	PEREZ	10.79	WTR DEP REF - 16624 GEORGIA
	Vendor Tota	10.79	
323529	PEREZ, DAILEEN	211.20	CSR - FOLKLORICO ADULT CLASS (2/22)
		246.40	CSR - LATIN DANCE CLASS (2/22)
		105.60	CSR - LATIN DANCE BEYOND CLASS (2/22)
		105.60	CSR - HIP HOP CLASS (2/22)
	Vendor Tota	668.80	
323530	PEREZ-LEON, DANALY	281.00	CSR - FOLKLORICO TOTS CLASS (2/22)
		457.60	CSR - FOLKLORICO BEGINNER CLASS (2/22)
		246.40	CSR - FOLKLORICO INTER/ADV CLASS (2/22)
	Vendor Tota	985.00	
323596	PERSONNEL CONCEPTS	109.04	HR - LABOR LAW POSTERS
	Vendor Tota	109.04	
323732	PETTY CASH	627.28	PETTY CASH REPLENISHMENT
323760		220.00	PC - PLANNING COMMISSION MEETING
	Vendor Tota	847.28	
323733	POLLARDWATER.COM	223.09	PW - WATER OPER MNTC SUPPLIES
	Vendor Tota	223.09	
323511	POLYDOT	3,702.77	CP - AROUND TOWN (3/22)
	Vendor Tota	3,702.77	
323666	PONCE-CRUZ, GACELA	150.00	FACILITY DEPOST REFUND (PONCE, 7009)
	Vendor Tota	150.00	
323560	POOL & ELECTRICAL PRODUCTS, INC	115.96	PW - FACILITY MNTC SUPPLIES
323734		595.00	PW - FACILITY MNTC SUPPLIES
	Vendor Tota	710.96	
323829	Q DOXS	412.34	GEN - COLOR COPIER USAGE (4/22)
		290.83	GEN - COLOR COPIER OVERAGE (3/22)
		84.89	PL - COPIER USAGE (4/22)
		102.24	PL - COPIER USAGE OVERAGE (3/22)
		132.30	GEN - COPIER USAGE (4/22)
	Vendor Tota	1,022.60	
323632	RAMIREZ	7.38	WTR DEP REF - 15538 VERMONT #1/2
323633		14.80	WTR DEP REF - 7412 WALNUT
	Vendor Tota	22.18	

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Check Number	Vendor Name	Amount	Description
323561	RAYVERN LIGHTING SUPPLY CO INC	2,198.50	PW - FACILITY MNTC SUPPLIES
323735		1,991.73	PW - FACILITY MNTC SUPPLIES
	Vendor Tota	4,190.23	
323718	RAZZOUK, MARC	780.00	CSR - PHIT INSTRUCTOR (3/22)
	Vendor Tota	780.00	
323703	REGISTRAR-RECORDER/L.A. COUNTY	75.00	PL - PUBLISHED NOTICE (4/6)
323761		75.00	PL - PUBLISHED NOTICE (4/13)
		75.00	PL - PUBLISHED NOTICE (4/13)
	Vendor Tota	225.00	
15318	RELIANCE TRUST COMPANY	13,783.10	FT DEF COMP 457 - PPE 3/11
15319		9,072.46	PT DEF COMP 457 - PPE 3/11
15320		2,108.48	DEF COMP ROTH 457 - PPE 3/11
15329		509.50	PT DEF COMP 457 - SPEC 2/25
15333		129.82	PT COMP DEF 457 - SPEC 3/18
15336		26.31	PT DEF COMP 457 - SPEC 3/18
15340		748.95	PT DEF COMP 457 - SPEC 2/25
15349		13,590.99	FT DEF COMP 457 - PPE 3/25
15350		8,860.80	PT DEF COMP 457 - PPE 3/25
15351		2,085.23	DEF COMP ROTH 457 - PPE 3/25
15368		24.19	PT DEF COMP 457 - SPEC 3/31
15371		21.26	PT DEF COMP 457 - SPEC 3/27
15376		29.53	PT DEF COMP 457 - SPEC 4/1
15385		23.64	PT DEF COMP 457 - SPEC 4/3
15389		47.51	PT DEF COMP 457 - SPEC 4/6
15395		58.62	PT DEF COMP 457 - SPEC 4/8
15401		13,916.29	FT DEF COMP 457 - PPE 4/8
15402		8,057.39	PT DEF COMP 457 - PPE 4/8
15403		2,145.23	DEF COMP ROTH 457 - PPE 4/8
15321		157.66	401A EXEC LOAN PAYMENT - PPE 3/11
15322		912.62	401A LOAN PAYMENT - PPE 3/11
15323		1,090.21	457 LOAN PAYMENT - PPE 3/11
15352		157.66	401A EXEC LOAN PAYMENT - PPE 3/25
15353		912.62	401A LOAN PAYMENT - PPE 3/25
15354		1,090.21	457 LOAN PAYMENT - PPE 3/25
15404		157.66	401A EXEC LOAN PAYMENT - PPE 4/8
15405		912.62	401A LOAN PAYMENT - PPE 4/8
15406		1,090.21	457 LOAN PAYMENT - PPE 4/8
15324		725.38	FT 401 QUAL COMP - PPE 3/11
15355		707.69	FT 401 QUAL COMP - PPE 3/25
15407		707.69	FT 401 QUAL COMP - PPE 4/8
	Vendor Tota	83,861.53	
323708	REMMI CONSTRUCTION, INC	37,800.00	CIP - CITY YARD ROOF REPLACEMENT
		18,475.00	CIP - CITY YARD ROOF REPLACEMENT
	Vendor Tota	56,275.00	
323634	RENTERIA	10.31	WTR DEP REF - 14736 TEXACO
	Vendor Tota	10.31	
323736	RETAIL MARKETING SERVICES	1,940.00	PW - CART SERVICES (2/22)
	Vendor Tota	1,940.00	
323635	REYES	12.06	WTR DEP REF - 13458 OBISPO
	Vendor Tota	12.06	
323562	RIO VERDE NURSERY	385.87	PW - LANDSCAPE MNTC SUPPLIES
	Vendor Tota	385.87	

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Check Number	Vendor Name	Amount	Description
323844	RIVERA, JULIO	150.00	CSR - SENIOR ENTERTAINMENT (4/7)
	Vendor Tota	150.00	
323563	ROADLINE PRODUCTS INC	942.64	PW - STREET MNTC SUPPLIES
323597		2,422.43	PW - TRAFFIC SAFETY SUPPLIES
		1,591.06	PW - TRAFFIC SAFETY SUPPLIES
	Vendor Tota	4,956.13	
323636	ROBLES	3.08	WTR DEP REF - 16457 ORIZABA
	Vendor Tota	3.08	
323598	RON'S MAINTENANCE	7,798.00	PW - CATCH BASIN MNTC (2/22)
	Vendor Tota	7,798.00	
323599	RPW SERVICES, INC.	190.00	PW - PEST CONTROL SVCS (COM CTR)
		190.00	PW - PEST CONTROL SVCS (COM CTR)
		120.00	PW - PEST CONTROL SVCS (SIDEWALKS)
		95.00	PW - PEST CONTROL SVCS (STATION)
		95.00	PW - PEST CONTROL SVCS (POND)
		90.00	PW - PEST CONTROL SVCS (CIVIC CENTER)
		88.00	PW - PEST CONTROL SVCS (GYM)
		88.00	PW - PEST CONTROL SVCS (PARAMOUNT PARK)
		88.00	PW - PEST CONTROL SVCS (PROGRESS PARK)
		88.00	PW - PEST CONTROL SVCS (DILLS PARK)
		88.00	PW - PEST CONTROL SVCS (SALUD PARK)
		88.00	PW - PEST CONTROL SVCS (SPAN PARK)
		80.00	PW - PEST CONTROL SVCS (CITY YARD)
		80.00	PW - PEST CONTROL SVCS (ALL AMERICAN PA
		70.00	PW - PEST CONTROL SVCS (CITY HALL)
		65.00	PW - PEST CONTROL SVCS (FIREHOUSE)
		45.00	PW - PEST CONTROL SVCS (SNACK SHACK)
	Vendor Tota	1,648.00	
323564	S & J SUPPLY CO.	689.94	PW - WATER OPER MNTC SUPPLIES
		570.19	PW - WATER OPER MNTC SUPPLIES
		219.34	PW - WATER OPER MNTC SUPPLIES
	Vendor Tota	1,479.47	
323667	S & S WORLDWIDE	99.51	CSR - STAR SUPPLIES
	Vendor Tota	99.51	
323830	SAGE SOFTWARE, INC	2,713.00	GEN - FIXED ASSET SOFTWARE (5/22-4/23)
	Vendor Tota	2,713.00	
323668	SALEH, REZA	150.00	FACILITY DEPOST REFUND (SALEH, 6884)
	Vendor Tota	150.00	
323693	SATELLITE PHONE STORE	700.78	PS - SATELLITE PHONE SVC (4/22-6/22)
	Vendor Tota	700.78	
323531	SCOTT FAZEKAS & ASSOCIATES,	13,492.66	PL - PLAN CHECK SVCS (2/22)
		562.50	PL - BLDG OFFICIAL SVCS (2/22)
323831		11,499.06	PL - PLAN CHECK SVCS (3/22)
		500.00	PL - BLDG OFFICIAL SVCS (3/22)
	Vendor Tota	26,054.22	
323512	SECTRAN SECURITY INC	588.22	GEN - ARMORED CAR SVC (3/22)
323832		602.69	GEN - ARMORED CAR SVC (4/22)
	Vendor Tota	1,190.91	
323669	SHI INTERNATIONAL CORP	3,038.00	GEN - CYBER SECURITY TRAINING
		991.20	GEN - VEEAM TECH SUPPORT RENEWAL
	Vendor Tota	4,029.20	

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323600	SHOETERIA	200.00	PW - WORK BOOTS (LANDSCAPE)
	Vendor Tota	200.00	
323565	SMART & FINAL IRIS CO	604.91	CSR - STAR SUPPLIES
323601		403.40	CSR - ENP EVENT SUPPLIES
323637		280.60	CSR - MEETING SUPPLIES
		137.99	CP - 19TH AMENDMENT UNVEILING SUPPLIES
		77.65	CSR - MEETING SUPPLIES
323694		38.56	PS - MEETING SUPPLIES (3/24)
323719		407.33	GEN - KITCHEN SUPPLIES
323720		310.56	CSR - RECREATION SUPPLIES
		127.26	CSR - STAR SUPPLIES
		77.60	GEN - CC MEETING SUPPLIES (4/5)
		44.62	CSR - MEETING SUPPLIES
		16.52	CSR - MEETING SUPPLIES
323737		27.97	PS - MEETING SUPPLIES (3/30)
323780		27.98	PS - MEETING SUPPLIES
323814		96.58	GEN - KITCHEN SUPPLIES
		67.76	GEN - KITCHEN SUPPLIES
	Vendor Tota	2,747.29	
323670	SMITH PAINT	494.76	PW - GRAFFITI REMOVAL SUPPLIES
		303.57	PW - GRAFFITI REMOVAL SUPPLIES
323738		924.45	PW - GRAFFITI REMOVAL SUPPLIES
	Vendor Tota	1,722.78	
323566	SOURCE GRAPHICS	191.84	GEN - BUSINESS CARDS (ER,JD,DE)
323762		99.23	PS - OFFICE SUPPLIES
	Vendor Tota	291.07	
323763	SOUTH COAST AIR QUALITY	149.72	PW - FY22 EMISSIONS FEE (15125 VERMONT)
	Vendor Tota	149.72	
323567	SOUTHERN CALIFORNIA EDISON CO.	5,566.00	CSR - PMT FITNESS PARK LEASE(4/22-3/23)
323815		32,157.31	GEN - FACILITIES & PARKS (2/22)
		1,975.43	GEN - CLRWTR BLDG (2/22)
		753.10	GEN - PARAMOUNT PARK (2/22)
		9,621.54	PW - STREET LIGHTS & MEDIANS (2/22)
		24,739.98	PW - WATER PRODUCTION WELLS (2/22)
	Vendor Tota	74,813.36	
323781	SPECTRUM	104.71	GEN - CITY HALL CABLE (4/22)
		5,805.30	GEN - INTERNET SVCS (4/22)
	Vendor Tota	5,910.01	
323782	SPORTS FACILITIES GROUP, INC	868.53	CSR - BASKETBALL COURTS INSPECTION
	Vendor Tota	868.53	
323532	STATE DISBURSEMENT UNIT	442.50	PAYROLL DEDUCTION - PPE 3/11
323845		442.50	PAYROLL DEDUCTION - PPE 4/8
323533		49.28	PAYROLL DEDUCTION - PPE 3/11
	Vendor Tota	934.28	
323671	STEAMX - SIGNAL HILL	390.99	PW - GRAFFITI REMOVAL SUPPLIES
		302.54	PW - GRAFFITI REMOVAL SUPPLIES
		162.97	PW - GRAFFITI REMOVAL SUPPLIES
	Vendor Tota	856.50	
323672	STEPHEN DORECK	24,975.00	PW - WATER SVC INSTALL (8524 ROSECRANS)
	Vendor Tota	24,975.00	
323795	STEVE A FILARSKY	496.00	HR - LEGAL SVCS (3/22)
	Vendor Tota	496.00	

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323704	STUDIO ONE ELEVEN	540.00	CIP - BUS SHELTERS
	Vendor Tota	540.00	
323673	SUGAR FROM THE HEART	612.00	CSR - STAR SUPPLIES
	Vendor Tota	612.00	
323568	TARGET SPECIALTY PRODUCTS INC	894.37	PW - LANDSCAPE MNTC SUPPLIES
	Vendor Tota	894.37	
323569	TAYLOR'S LOCK & KEY SVCS	39.50	PW - FACILITY MNTC SUPPLIES
		9.37	PW - FACILITY MNTC SUPPLIES
323739		9.92	PW - FACILITY MNTC SUPPLIES
	Vendor Tota	58.79	
323816	TECHNICAL & BUSINESS SYSTEMS	10,972.14	PL - AIR MONITORING SVCS (2/22)
	Vendor Tota	10,972.14	
323723	THE CAVANAUGH LAW GROUP, APLC	27,222.60	CA - CITY ATTORNEY SVCS (3/22)
		7,227.00	CA - CITY ATTORNEY SVCS (SOLID WASTE)
		7,761.00	PS - CITY PROSECUTOR (3/22)
	Vendor Tota	42,210.60	
323740	THE PLOTTER DOCTOR	363.83	PW - GRAFFITI REMOVAL SUPPLIES
		242.55	PW - GRAFFITI REMOVAL SUPPLIES
	Vendor Tota	606.38	
323570	THE SAUCE CREATIVE SERVICES	225.00	CSR - FUTSAL FLYER DESIGN
		225.00	CSR - PHIT FLYER DESIGN
		50.00	CSR - SOFTBALL FLYER UPDATE
323674		293.08	CSR - PHOTOS WITH EASTER BUNNY EVENT
323679		902.94	CSR - VOLUNTEERING IS PARAMOUNT FLYERS
		225.00	CSR - STAR SUPPLIES
		35.00	CSR - PRINTING/REPRO SVCS
		230.25	CSR - ADAPTIVE RECREATION FLYERS
		225.00	CSR - WOMEN'S TEA FLYER DESIGN
323846		1,729.14	CSR - STAFF UNIFORMS
		1,545.43	CSR - STAR SUPPLIES
		450.00	CSR - 1660 PROGRAM LOGO DESIGN
		225.00	CSR - 1660 PROGRAM FLYER (COMEDY)
	Vendor Tota	6,360.84	
323571	THOR SALES CO, INC	175.20	PW - FACILITY MNTC SUPPLIES
	Vendor Tota	175.20	
323741	TONY'S GLOVES & SAFETY SUPPLY	1,911.87	PW - HOUSEHOLD SUPPLIES
		843.15	GEN - OFFICE SUPPLIES
	Vendor Tota	2,755.02	
15345	TOTAL ADMINISTRATIVE SERVICES	394.21	FT FSA - PPE 3/11
15386		394.21	FT FSA - PPE 3/25
	Vendor Tota	788.42	
323638	TRAN, JOHN	200.00	PS - HOME SECURITY REBATE PROGRAM
	Vendor Tota	200.00	
323796	TRIPEPI SMITH & ASSOCIATES	2,832.41	AS - COMMUNICATION CONSULTANT (3/22)
		991.25	AS - BROADCASTING SVCS (2/22 - 3/22)
		99.75	PW - WATER CONSULTING SVCS (3/22)
	Vendor Tota	3,923.41	
323513	U S POSTAL SVC/ U S POSTMASTER	2,733.63	CP - AROUND TOWN POSTAGE (3/22)
323783		3,000.00	FIN - BULK MAIL PERMIT #3
	Vendor Tota	5,733.63	

**CITY OF PARAMOUNT
FINAL CHECK REGISTER
April 30, 2022
Pre-issue Checks**

Check Number	Vendor Name	Amount	Description
323602	UNDERGROUND SERVICE ALERT	118.90	PW - WATER OPER MNTC SVCS (2/22)
	Vendor Tota	118.90	
323572	UNITED RENTALS	629.08	PW - STREET MNTC SUPPLIES
	Vendor Tota	629.08	
323847	UNITED STATES TREASURY	636.00	PAYROLL DEDUCTION - PPE 4/8
	Vendor Tota	636.00	
323573	UNIVAR USA	1,696.28	PW - WATER OPER MNTC SUPPLIES
		930.38	PW - WATER OPER MNTC SUPPLIES
323784		1,658.02	PW - WATER OPER MNTC SUPPLIES
		922.81	PW - WATER OPER MNTC SUPPLIES
	Vendor Tota	5,207.49	
323514	UNIVERSITY TROPHIES	145.53	CP - MAYOR'S AWARD (3/22)
323833		107.49	CP - PLAQUE (BO)
	Vendor Tota	253.02	
323742	US BANK VOYAGER FLEET	222.10	PW - CNG FUEL (3/22)
		296.09	PW - CNG FUEL (3/22)
	Vendor Tota	518.19	
323639	VALLE	11.50	WTR DEP REF - 6417 72ND
	Vendor Tota	11.50	
323675	VALVERDE CONSTRUCTION	2,417.00	PW - WATER OPER MNTC SVCS
323721		13,326.00	PW - WATER SVC INSTALL (8407 SOMERSET)
	Vendor Tota	15,743.00	
323743	VIDIFLO, LLC	19,727.06	CIP - CITY HALL CONFERENCE ROOM UPGRADE
	Vendor Tota	19,727.06	
323640	VISION SERVICE PLAN	2,022.45	VISION INSURANCE (4/22)
	Vendor Tota	2,022.45	
323574	VISTA PAINT CORPORATION	544.73	PW - WATER OPER MNTC SUPPLIES
	Vendor Tota	544.73	
323575	WALMART COMMUNITY	19.96	CSR - STAR SUPPLIES
		112.45	CSR - STAR SUPPLIES
		181.88	CSR - STAR SUPPLIES
		230.36	CSR - STAR SUPPLIES
		279.61	CSR - STAR SUPPLIES
		105.46	CSR - STAR SUPPLIES
		100.31	GEN - CC MEETING SUPPLIES (3/1)
	Vendor Tota	1,030.03	
323744	WALTERS WHOLESALE	995.13	PW - FACILITY MNTC SUPPLIES
	Vendor Tota	995.13	
323676	WATER REPLENISHMENT DISTRICT	3,485.00	PW - TITLE 22 MONITORING (7/21-12/21)
	Vendor Tota	3,485.00	
323817	WAYFAIR	3,686.76	CIP - PROGRESS PLAZA AMENITIES
	Vendor Tota	3,686.76	
323603	WECK LABORATORIES, INC.	260.00	PW - WATER CHEMICAL TESTING
		180.00	PW - WATER CHEMICAL TESTING
		30.00	PW - WATER CHEMICAL TESTING
		30.00	PW - WATER CHEMICAL TESTING
		30.00	PW - WATER CHEMICAL TESTING
323678		30.00	PW - WATER CHEMICAL TESTING
	Vendor Tota	560.00	

**CITY OF PARAMOUNT
FINAL CHECK REGISTER
April 30, 2022
Pre-issue Checks**

Check Number	Vendor Name	Amount	Description
15396	WELLS FARGO BANK	2,034.49	GEN - CITY BANK ANALYSIS (3/22)
15397		47.03	GEN - HA BANK ANALYSIS (3/22)
	Vendor Tota	2,081.52	
323695	WELLS FARGO FINANCIAL LEASING	184.97	FIN - COPIER (4/22)
	Vendor Tota	184.97	

**CITY OF PARAMOUNT
FINAL CHECK REGISTER
April 30, 2022
Pre-issue Checks**

Check Number	Vendor Name	Amount	Description
15357	WELLS ONE COMMERCIAL CARD	39.65	CSR - STAR SUPPLIES
		67.60	CSR - STAR SUPPLIES
		35.90	CSR - STAR SUPPLIES
		14.36	CSR - STAR SUPPLIES
		120.57	GEN - CC MEETING SUPPLIES (2/1)
		36.52	CSR - RECREATION SUPPLIES
		10.30	GEN - CC MEETING SUPPLIES (2/1)
		49.12	CSR - MEETING SUPPLIES
		34.25	CSR - MEETING SUPPLIES
		14.36	CSR - STAR SUPPLIES
		174.17	CSR - MEETING SUPPLIES (2/3)
		15.58	CSR - STAR SUPPLIES
		104.40	CSR - RECREATION SUPPLIES
		-128.85	CSR - STAR SUPPLIES (CREDIT)
		185.77	CSR - STAR SUPPLIES
		25.35	CSR - FACILITY SUPPLIES
		56.19	CSR - STAR SUPPLIES
		154.33	CSR - STAR SUPPLIES
		433.84	CSR - PEP SUPPLIES
		380.72	CSR - STAR SUPPLIES
		32.06	CSR - STAR SUPPLIES
		44.08	CSR - OFFICE SUPPLIES
		28.63	CSR - RECREATION SUPPLIES
		403.00	CSR - STAR SUPPLIES
		125.60	CSR - STAR SUPPLIES
		237.01	CSR - FACILITY SUPPLIES
		76.96	CSR - RECREATION SUPPLIES
		-.10	CSR - STAR SUPPLIES (CREDIT)
		198.73	CSR - ENP SUPPLIES
		66.15	CSR - STAR SUPPLIES
		21.11	CSR - RECREATION SUPPLIES
		41.32	CSR - RECREATION SUPPLIES
		465.39	CSR - STAR SUPPLIES
		576.47	CSR - STAR SUPPLIES
		164.55	CSR - STAR SUPPLIES
		231.68	CP - ECO-FRIENDLY EVENT
		12.99	CSR - STAR SUPPLIES
		34.93	CSR - STAR SUPPLIES
		95.53	CSR - STAR SUPPLIES
		57.46	CSR - STAR SUPPLIES
		12.99	CSR - STAR SUPPLIES
		44.32	CSR - STAR SUPPLIES
		6.60	CSR - RECREATION SUPPLIES
		25.65	CSR - MEETING SUPPLIES (2/10)
		6.49	CSR - STAR SUPPLIES
		136.11	CSR - STAR SUPPLIES
		68.81	CSR - MEETING SUPPLIES
		-71.68	CP - ECO-FRIENDLY EVENT (CREDIT)
		42.83	CSR - STAR SUPPLIES
		96.90	CSR - STAR SUPPLIES
		76.00	GEN - CC MEETING SUPPLIES (2/15)
		127.01	CSR - STAR SUPPLIES
		12.55	CSR - STAR SUPPLIES
		28.64	CSR - ENP EVENT SUPPLIES
		45.55	CSR - STAR SUPPLIES
		74.25	GEN - CC MEETING SUPPLIES (2/15)
		69.79	CSR - STAR SUPPLIES
		16.50	CSR - EASTER BUNNY PHOTO EVENT
		-.10	CSR - STAR SUPPLIES (CREDIT)
		28.67	CSR - STAR SUPPLIES

**CITY OF PARAMOUNT
FINAL CHECK REGISTER
April 30, 2022
Pre-issue Checks**

Check Number	Vendor Name	Amount	Description
15357	WELLS ONE COMMERCIAL CARD	-20	CSR - STAR SUPPLIES (CREDIT)
		190.00	GEN - CC MEETING SUPPLIES (2/15)
		114.25	GEN - CC MEETING SUPPLIES (2/15)
		18.41	GEN - CC MEETING SUPPLIES (2/15)
		30.62	CSR - EASTER BUNNY PHOTO EVENT
		450.94	CSR - STAR SUPPLIES
		200.64	CSR - STAR SUPPLIES
		275.67	CSR - STAR SUPPLIES
		52.27	CSR - PEP SUPPLIES
		83.94	CSR - STAR SUPPLIES
		250.60	CSR - EASTER BUNNY PHOTO EVENT
		25.34	CSR - STAR SUPPLIES
		48.49	CSR - EASTER BUNNY PHOTO EVENT
		80.39	CSR - MEEETING SUPPLIES (2/22)
		93.71	CSR - RECREATION SUPPLIES
		44.08	CP - 19TH AMENDMENT UNVEILING CEREMONY
		333.68	CSR - RECREATION SUPPLIES
		73.77	CP - 19TH AMENDMENT UNVEILING CEREMONY
		90.00	CSR - MMASC MEMBERSHIP (RB)
		290.18	CSR - STAR SUPPLIES
15358		625.00	PC - LOCC PLANNING COM (JA)
		625.00	PC - LOCC PLANNING COM (EB)
		342.96	PC - LOCC PLANNING COM (EB)
		327.96	PC - LOCC PLANNING COM (JA)
		178.14	PC - PLANNING COMMISSION MEETING (2/28)
		89.70	PL - HOLIDAY DECORATING AWARDS
		785.00	PL - APA ANNUAL CONFERENCE (JC)
15359		41.28	AS - OFFICE SUPPLIES
		51.41	CP - SOCIAL MEDIA MARKETING
		56.70	AS - LOCC CITY MANAGERS CONF (AV)
		572.93	AS - LOCC CITY MANAGERS CONF (AV)
		9.91	GEN - COMPUTER MNTC SUPPLIES
		75.00	PS - MMASC CONFERENCE (DE)
		75.00	AS - MMASC CONFERENCE (AM)
		-85.76	AS - OFFICE SUPPLIES (CREDIT)
		22.00	AS - OFFICE SUPPLIES
		75.00	PW - MMASC CONFERENCE (WM)
		108.02	GEN - COMPUTER MNTC SUPPLIES
		20.94	AS - OFFICE SUPPLIES
		19.85	AS - OFFICE SUPPLIES
		48.48	AS - OFFICE SUPPLIES
		33.06	AS - OFFICE SUPPLIES
		395.00	HR - EMPLOYEE TRAINING WEBINAR
		575.00	AS - CCCA LEGISLATIVE TOUR (AV)
		24.12	AS - OFFICE SUPPLIES
		321.97	AS - CCCA LEGISLATIVE TOUR (AV)
		528.01	AS - CCCA LEGISLATIVE TOUR (AV)
15360		430.80	CP - PITCH-IN PARAMOUNT SUPPLIES
		2,127.91	PS - EMERGENCY PREPAREDNESS ITEMS
		98.21	PS - MEETING SUPPLIES (2/24)
15361		1,595.00	CIP - CLUTTER-FREE PARAMOUNT SHREDDING
		-255.18	PS - OFFICE SUPPLIES (CREDIT)
		32.83	PS - OFFICE SUPPLIES
		251.28	PS - KN95 MASKS (COVID-19)
		133.15	PS - OFFICE SUPPLIES
		40.78	PS - OFFICE SUPPLIES
		71.80	CP - PITCH-IN PARAMOUNT SUPPLIES
		106.00	PS - CRIMINAL JUSTICE TRAINING (RM)
		52.92	GEN - BUSINESS CARDS (ED, PD)
		56.38	PS - OFFICE SUPPLIES

**CITY OF PARAMOUNT
FINAL CHECK REGISTER
April 30, 2022
Pre-issue Checks**

Check Number	Vendor Name	Amount	Description
15361	WELLS ONE COMMERCIAL CARD	106.00	PS - CSO TRAINING (VR)
		-6.59	PS - OFFICE SUPPLIES (CREDIT)
		-6.60	PS - OFFICE SUPPLIES (CREDIT)
		111.57	PS - OFFICE SUPPLIES
		85.90	PS - VEHICLE MNTC SUPPLIES
		39.84	PS - OFFICE SUPPLIES
15362		493.98	GEN - LA TIMES SUBSCRIPTION RENEWAL
		26.50	CM - LOCC CITY MANAGERS CONF (JM)
		26.00	CM - LOCC CITY MANAGERS CONF (JM)
		112.99	CM - LOCC CITY MANAGERS CONF (JM)
		72.00	CM - LOCC CITY MANAGERS CONF (JM)
		551.08	CM - LOCC CITY MANAGERS CONF (JM)
		292.12	CM - LOCC CITY MANAGERS CONF (JM)
		275.00	AS - CAPIO MEMBERSHIP (CC)
15363		258.31	FIN - CSMFO CONFERENCE (KS, CA)
		20.11	FIN - CSMFO CONFERENCE (KS, CA)
		32.81	FIN - CSMFO CONFERENCE (KS, CA)
		516.65	FIN - CSMFO CONFERENCE (KS, CA)
		41.60	FIN - CSMFO CONFERENCE (KS, CA)
15364		147.42	PW - LOCC CONFERENCE (AF)
		90.00	PW - MMASC MEMBERSHIP (WM)
		35.00	PW - BACKFLOW PREVENTION WEBINAR (JM)
		35.00	PW - BACKFLOW PREVENTION WEBINAR (BL)
		39.15	PW - WATER OPER MNTC SUPPLIES
		39.95	PW - OFFICE SUPPLIES
		2.87	PW - OFFICE SUPPLIES (TAX)
		-2.87	WF - APWA STORE
		-108.00	PW - AWWA MEMBERSHIP (CREDIT) (NM)
15365		69.96	CSR - MEETING SUPPLIES (2/1)
		168.46	CSR - MEETING SUPPLIES (2/2)
	Vendor Tota	22,582.11	
323745	WEST COAST ARBORISTS, INC	1,749.00	PW - TREE MNTC SVCS (2/16 - 2/28)
	Vendor Tota	1,749.00	
323746	WEST COAST SAND & GRAVEL INC.	836.72	PW - LANDSCAPE MNTC SUPPLIES
		799.31	PW - LANDSCAPE MNTC SUPPLIES
	Vendor Tota	1,636.03	
323747	WHITE CAP, L.P.	171.99	PW - LANDSCAPE MNTC SUPPLIES
	Vendor Tota	171.99	
323641	WICKS	2.61	WTR DEP REF - 15347 OLIVA
	Vendor Tota	2.61	
323696	WILLDAN ASSOCIATES, INC	10,606.00	PW - GENERAL ENG SVCS (2/22)
		2,460.00	PW - LRSP ENG SVCS (1/22)
323705		46,415.85	CIP - ALONDRA WIDENING DESIGN (2/22-EA)
		24,750.00	CIP - PARAMOUNT POOL REPLASTER (2/22)
		19,200.00	CIP - NEIGHBORHOOD STREET RESURF (2/22)
		6,384.00	CIP - WSAB BIKEWAY PHASE 2 (2/22)
		6,000.00	CIP - BUS SHELTERS (2/22)
		5,300.00	CIP - ARTERIAL STREET RESURF (2/22)
		1,500.00	CIP - NEIGHBORHOOD STREET RESURF (2/22)
		2,100.00	CIP - NEIGHBORHOOD STREET RESURF (2/22)
		398.00	CIP - ROSECRANS BRIDGE (2/22-HBR)
		296.68	CIP - WSAB BIKEWAY PHASE 4 (1/22-CNRA)
323797		1,580.00	CIP - DILLS PARK ORCHARD PLAN
323848		3,570.00	CIP - DILLS PARK RENOVATIONS
	Vendor Tota	130,560.53	

**CITY OF PARAMOUNT
FINAL CHECK REGISTER
April 30, 2022
Pre-issue Checks**

Check Number	Vendor Name	Amount	Description
323785	WILSON, YOLANDA	146.72	PS - HOME SECURITY REBATE PROGRAM
	Vendor Tota	146.72	
323722	XEROX FINANCIAL SERVICES, LLC	415.96	GEN - CITY HALL COPIER (3/22)
		162.26	GEN - CITY HALL COLOR COPIER (3/22)
		169.24	PL - COPIER (3/22)
		370.76	CSR - COPIER (3/22)
	Vendor Tota	1,118.22	
323534	ZAMORA, ERENDIRA MORA	250.00	CSR - SENIOR ENTERTAINMENT (3/17)
	Vendor Tota	250.00	
A total of 440 checks were issued for		\$4,104,799.52	

MAY 3, 2022

REPORT

TREASURER'S REPORT FOR THE QUARTER ENDING MARCH 31, 2022.



To: Honorable City Council
From: John Moreno, City Manager
By: Kim Sao, Finance Director
Date: May 3, 2022

Subject: TREASURER'S REPORT FOR THE QUARTER ENDING MARCH 31, 2022

Background

The City's Finance Department is responsible for managing the cash and investment portfolio for the City, Successor Agency for the Paramount Redevelopment Agency, and Paramount Housing Authority. All funds are invested according to Section 53601 of the California Government Code and the City's Investment Policy, which is annually revised and approved by the City Council.

Cash Management Objectives

The City's investment primary objectives are to preserve the safety of funds and to maintain an adequate level of liquidity to meet anticipated expenditure demands. Staff is currently in the process of reviewing our investment policy more in depth and strategize our future investments to obtain better competitive yields while maintaining safety and liquidity as primary objectives. As of March 31, 2022, total cash and investments equaled \$50,445,800. Of this amount, \$43,683,911 has same day liquidity. This comfortably ensures that sufficient funds are available to meet the City's expenditure requirements for at least the next six months. As of March 31, 2022, the investments held by the City had a market value of \$40,645,567.

Compliance

All investment transactions have been executed in conformance and compliance with the City's adopted annual investment policy and California Government Codes. This report satisfies the reporting requirements of both the Government Code and the City's Investment Policy.

VISION, MISSION, VALUES, AND STRATEGIC OUTCOMES

The City's Vision, Mission, and Values set the standard for the organization; establish priorities, uniformity and guidelines; and provide the framework for policy decision making. The Strategic Outcomes were implemented to provide a pathway to achieving the City's Vision. This item aligns with Strategic Outcome No. 6 Efficient, Effective, and Fiscally Responsible.

RECOMMENDED ACTION

It is recommended that the City Council receive and file the Treasurer's Report.

City of Paramount
TREASURER'S REPORT
Cash and Investments
March 1 to March 31, 2022
Page 1

SCHEDULE I: SUMMARY OF CASH AND INVESTMENTS

ACCOUNTS	CASH March 31, 2022 (SCH II)	INVESTMENTS (1) March 31, 2022 (SCH III)	TOTAL March 31, 2022
General Operation Account	\$ 2,587,490	40,640,548	43,228,038
Successor Agency Account	28,213	5,019	33,232
Paramount Housing Authority Account	391,219	-	391,219
Payroll Account	31,422	-	31,422
Cash and Investments Held By City	\$ 3,038,344	40,645,567	43,683,911
Cash and Investments Held By Fiscal Agent	-	6,761,889	6,761,889
Total Cash and Investment Outstanding	\$ 3,038,344	47,407,456	50,445,800

SCHEDULE II: SUMMARY OF CHECKING ACCOUNTS ACTIVITY

ACCOUNTS	BALANCE March 1, 2022	RECEIPTS	DISBURSEMENTS	BALANCE March 31, 2022
General Operation Account (2)	\$ 4,258,884	4,542,057	6,213,451	2,587,490
Successor Agency Account (3)	28,213	-	-	28,213
Paramount Housing Authority Account (4)	391,219	55	55	391,219
Payroll Account	22,259	915,937	906,774	31,422
Total All Accounts	\$ 4,700,575	5,458,049	7,120,280	3,038,344

NOTES:

(1) Investments are shown at their value at maturity.

(2) Receipts include \$0 from matured investments. Disbursements include \$1,200,000 for newly purchased investments.

(3) Receipts include \$0 from matured investments. Disbursements include \$0 for newly purchased investments.

(4) Receipts include \$0 from matured investments. Disbursements include \$0 for newly purchased investments.

Based upon existing cash reserves and projected cash receipts and disbursements, there are sufficient funds to meet the City of Paramount's estimated future expenditure requirements for a period of six months. Additionally, all investments are made in accordance with the Statement of Investment and Reporting Policy for Fiscal Year 2022 as approved by the Paramount City Council in June 2021.

City of Paramount
TREASURER'S REPORT
Investments
March 1 to March 31, 2022
Page 2

SCHEDULE III: INVESTMENT SCHEDULE

SECURITY BY ACCOUNT/INSTITUTION	PURCHASE DATE	MATURITY DATE	INTEREST RATE (3)	INVESTMENT AT COST	INVESTMENT AT MATURITY	INVESTMENT AT MARKET VALUE (4)
<u>I. Cash and Investments Held By City (1)</u>						
<u>General Operating Account</u>						
Local Agency Investment Fund						
State of California	Open	Open	0.365%	\$ 40,640,548	40,640,548	40,640,548
<u>Successor Agency - RDA</u>						
Local Agency Investment Fund						
State of California	Open	Open	0.365%	5,019	5,019	5,019
<i>Weighted Average Number of Days Invested Equals 1 Day</i>						
Total Cash and Investments Held By City				\$ 40,645,567	40,645,567	40,645,567
<u>II. Cash and Investments Held By Fiscal Agent (2)</u>						
<u>2010/2015 Bond Issues:</u>						
Fidelity Treasury Money Market	Open	Maturity	Varies (5)	6,557,326	6,557,327	6,557,327
<u>2021 Bond Issues:</u>						
Fidelity Treasury Money Market	Open	Maturity	Varies (5)	204,562	204,562	204,562
<i>Weighted Average Number of Days Invested Equals 1 Day</i>						
Total Cash and Investments Held By Fiscal Agent				\$ 6,761,888	6,761,889	6,761,889
Total Outstanding Cash and Investments				\$ 47,407,455	47,407,456	47,407,456

NOTES:

- (1) The City maintains separate cash and investment pools for the general operations of the City, the Paramount Housing Authority and the Successor Agency for the Paramount Redevelopment Agency.
- (2) Represents cash held by The Bank of New York Mellon, as trustee for the Paramount Redevelopment Agency's outstanding bond issues. Funds relate to the Reserve and Interest Accounts.
- (3) Represents annualized investment yield rate rounded to 3 decimal places.
- (4) The market value of investments are obtained from The Bank of New York Mellon Account Statements and State of California LAIF statements.
- (5) The current investment yield rate for the Fidelity Treasury Money Market is 0.01%.

MAY 3, 2022

ORDINANCE NO. 1162

“AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PARAMOUNT APPROVING ZONING ORDINANCE TEXT AMENDMENT NO. 23, AMENDING SECTION 17.04.010 (DEFINITIONS); SECTION 17.16.110(E); AND SECTION 17.44.160 OF THE PARAMOUNT MUNICIPAL CODE TO REVISE REGULATIONS FOR CONDOMINIUM CONVERSIONS IN THE R-M (MULTIPLE-FAMILY RESIDENTIAL) ZONE IN THE CITY OF PARAMOUNT”

MOTION IN ORDER:

READ BY TITLE ONLY, WAIVE FURTHER READING, AND ADOPT ORDINANCE NO. 1162.

MOTION:

MOVED BY: _____

SECONDED BY: _____

☐ APPROVED

☐ DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council
From: John Moreno, City Manager
By: Heidi Luce, City Clerk
Date: May 3, 2022

Subject: ORDINANCE NO. 1162

The City Council, at its regularly scheduled meeting on April 5, 2022, introduced Ordinance No. 1162 and placed it on the May 3, 2022 agenda for adoption.

ORDINANCE NO. 1162

“AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PARAMOUNT APPROVING ZONING ORDINANCE TEXT AMENDMENT NO. 23, AMENDING SECTION 17.04.010 (DEFINITIONS); SECTION 17.16.110(E); AND SECTION 17.44.160 OF THE PARAMOUNT MUNICIPAL CODE TO REVISE REGULATIONS FOR CONDOMINIUM CONVERSIONS IN THE R-M (MULTIPLE-FAMILY RESIDENTIAL) ZONE IN THE CITY OF PARAMOUNT.”

Attached is the agenda report from the April 5, 2022 meeting.

RECOMMENDED ACTION

It is recommended that the City Council read by title only, waive further reading, and adopt Ordinance No. 1162.



To: Honorable City Council

From: John Moreno, City Manager

By: John Carver, Planning Director
John King, AICP, Assistant Planning Director

Date: April 5, 2022

**Subject: ORDINANCE NO. 1162/ZONING ORDINANCE TEXT AMENDMENT NO. 23
CONDOMINIUM CONVERSIONS**

REQUEST

This item is a request for the City Council to approve the adoption of Zoning Ordinance Text Amendment (ZOTA) No. 23 to revise regulations for condominium conversions in the R-M (Multiple-Family Residential) zone. The Planning Commission reviewed the proposed amendment with a public hearing on March 8, 2022 and unanimously recommended approval.

BACKGROUND

The City has a longstanding policy of supporting a variety of housing types, including single-family homes, duplexes, apartments, and condominiums. The recently adopted Housing Element includes Policy 2.2 (Diversified Housing Types), which reads:

Facilitate the development of a range of residential development types which fulfill regional housing needs, including accessory dwelling units, low-to-moderate-density townhomes, and higher-density apartments and condominiums, and mixed-use projects.

Additionally, the Paramount Climate Action Plan (adopted by the City Council in July 2021) includes Strategy LU1a of Measure LU1: Promote Smart Growth, Transit-Oriented Development, and Complete Neighborhoods with the following implementing action:

Promote an appropriate mix of housing (for all household income levels), retail, and office space.

Maintaining quality rental housing is important to meet community needs. At the same time, homeownership is desirable as a means of enhancing neighborhood stability with the longer-term residency of owner-occupied housing. Condominiums, which are separately owned individual housing units in a larger property with common ownership in areas such as parking lots, common open space, common landscaping, and certain amenities, are generally somewhat more affordable than single-family properties. Condominium housing can be an excellent entry to the housing market, some residents

prefer condominium living for minimal exterior maintenance, and condos are often an option for residents opting to downsize from a single-family home.

A process for existing apartments and other rental housing to be converted to condominiums has been in place for decades. The State regulates condo conversions, and Section 17.44.160 of the Municipal Code regulates condominium conversions at the City level following City Council adoption of Ordinance No. 786 in 1990.

The City Council most recently approved a condominium conversion application in 2006. However, the applicants ultimately let their approval expire. The most recent completed condominium conversion project was at 8350-8356 Gardendale Avenue in 2005.

PROPOSED ORDINANCE

Since the City last updated condominium conversion requirements, the State has periodically revised regulations. Additionally, a condominium conversion revival is reportedly underway as apartment owners and investors see opportunity in selling individual units. As such, it is important to proactively have revised regulations in place that balance the interests of applicants and tenants and bring consistency with other City regulations.

The Assistant City Attorney worked with staff to develop the proposed ordinance which includes the following:

- Accommodates conversions of substantially rehabilitated housing developments that predate the 1982 Building Code. The existing regulations only allow buildings constructed following the 1982 Code to be eligible for conversion.
- Adds tenant notice requirements.
- Restricts evictions – No eviction shall occur as a result of conversion for at least 180 days after the approval of a tentative map (the first step in the formal subdivision process).
- Provides financial assistance – The applicant shall provide financial assistance equal to twice the average monthly rent for the three-month period prior to the filing of the tentative map to any tenant that relocates after the City Council approval of a tentative map. The financial assistance payment shall be made 30 days prior to the termination of the tenant's tenancy.
- Clarifies outdoor common space does not include parking areas or driveways.
- Adds that the required 80 cubic feet of exterior storage space must be in an enclosed and lockable area of permanent construction.
- Clarifies that landscaping must be drought tolerant.
- Replaces requirement for trash compactor with organic waste disposal requirement.

ENVIRONMENTAL ASSESSMENT

The project is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15305 – minor alterations in land use limitations in areas with an average slope of less than 20% that do not result in any changes in land use or density; and Section 15061(b)(3) – the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment and CEQA does not apply where it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment.

VISION, MISSION, VALUES, AND STRATEGIC OUTCOMES

The City's Vision, Mission, and Values set the standard for the organization; establish priorities, uniformity, and guidelines; and provide the framework for policy decisionmaking. The City Council implemented the Strategic Outcomes to provide a pathway to achieving the Vision of a city that is safe, healthy, and attractive. This item aligns with Strategic Outcomes No. 1: Safe Community.

RECOMMENDED ACTION

It is recommended that the City Council read by title only, waive further reading, introduce Ordinance No. 1162, and place it on the next regular agenda for adoption.

CITY OF PARAMOUNT
LOS ANGELES COUNTY, CALIFORNIA

ORDINANCE NO. 1162

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PARAMOUNT APPROVING ZONING ORDINANCE TEXT AMENDMENT NO. 23, AMENDING SECTION 17.04.010 (DEFINITIONS); SECTION 17.16.110(E); AND SECTION 17.44.160 OF THE PARAMOUNT MUNICIPAL CODE TO REVISE REGULATIONS FOR CONDOMINIUM CONVERSIONS IN THE R-M (MULTIPLE-FAMILY RESIDENTIAL) ZONE IN THE CITY OF PARAMOUNT

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

SECTION 1. **Purpose and Findings.** The City Council finds and declares as follows:

- A. California Constitution Article XI, Section 7, enables the City of Paramount ("the City") to enact local planning and land use regulations; and
- B. The authority to adopt and enforce zoning regulations is an exercise of the City's police power to protect the public health, safety, and welfare; and
- C. The City desires to ensure that residential development occurs in a prudently effective manner, in accordance with the goals and objectives of the General Plan and reasonable land use planning principles; and
- D. The Planning Commission held a duly noticed public hearing on March 8, 2022 at which time it considered all evidence presented, both written and oral, and at the end of the hearing voted to adopt Resolution No. PC 22:013, recommending that the City Council adopt this Ordinance; and
- E. The City Council held a duly noticed public hearing on this Ordinance on April 5, 2022, at which time it considered all evidence presented, both written and oral.

SECTION 2. The Recitals set forth hereinabove are true and correct and incorporated herein by reference as if fully set forth herein.

SECTION 3. Section 17.04.010 (Definitions) of the Paramount Municipal Code is hereby amended to add the following definitions:

Common outdoor space, residential. Areas available for common use and enjoyment for passive or active recreational purposes. Such areas shall not include private streets, driveways, private yards or patios, parking or loading spaces, or utility easements where the ground surface cannot be

used appropriately for active or passive recreation, nor other areas primarily designed for other operational functions.

Condominium. An estate in real property consisting of an undivided interest in common in a portion of a parcel of real property, together with a separate interest in a space in a building on such property. Such estate may, with respect to the duration of its enjoyment, be:

1. An estate of inheritance or a perpetual estate;
2. An estate for life; or
3. An estate for years, such as a leasehold or a subleasehold.

Condominium project. The entire parcel of real property divided, or to be divided, into condominiums, including all structures thereon.

Condominium unit. The element of a condominium project which is not owned in common with other owners of the condominium project.

Common areas. The entire condominium project, excepting all units therein granted or reserved.

Common outdoor space. Areas available for common use and enjoyment for passive or active recreational purposes. Such areas shall not include private streets, driveways, private yards or patios, parking or loading spaces, or utility easements where the ground surface cannot be used appropriately for active or passive recreation, nor other areas primarily designed for other operational functions.

Community apartment project. A community apartment project is created when an undivided interest in the land is coupled with the right of exclusive occupancy of any apartment thereon. Such a project shall be subject to the same restrictions, conditions and requirements as for condominium projects. Where the term "condominium project" is used in this ordinance, that term shall include "community apartment project."

Dwelling unit. One or more rooms designed for or occupied by one household for living or sleeping purposes and containing kitchen facilities for use solely by one household. All rooms comprising a dwelling unit shall have access through an interior door to other parts of the dwelling unit.

Habitable room. An enclosing subdivision in a residential building commonly used for living purposes, but not including any lobby, hall, closet, storage space, water closet, bath, toilet, slop sink, general utility room, or service porches.

Tenant. A person who rents, leases or subleases, through either a written or oral agreement, residential real property from another.

SECTION 4. Section 17.16.110(E) of the Paramount Municipal Code is hereby amended in its entirety as follows:

- E. Compatibility to Condominium Conversion. Residential developments shall incorporate structural and design elements facilitating conversion to condominium units as described under Section 17.44.160 of the Paramount Municipal Code. Developments shall include the following elements:
1. Provision for future installation of air conditioning for each unit in compliance with California Building Energy Efficiency Standards (Energy Code) as adopted by the City.
 2. Reservation of space and plumbing for future installation of a washing machine and dryer in each unit.
 3. A minimum of 80 cubic feet of onsite exterior storage space for each unit in an enclosed and lockable area of permanent construction such as garage, carport, or accessory storage room.
 4. Sound attenuation between units meeting Sound Transmission Class (STC) 50 or current State standard for sound attenuation.
 5. Floors between units meeting Impact Insulation Class (IIC) 50 or current State standard for impact insulation.

SECTION 5. Section 17.44.160 of the Paramount Municipal Code is hereby amended in its entirety as follows:

The City Council finds and determines that condominiums and community apartments differ from apartments in numerous respects, and for the benefit of public health, safety and welfare, such projects should be treated differently from apartments. The City Council further finds that because such conversions are subdivisions and governed by the map act, such conversion also must meet reasonable conditions adopted by the City Council, including but not limited to local design conditions. Thus, it is the purpose of this section to provide reasonable standards for the location, design, and development of condominium and community apartment projects.

- A. Applicability of Section. The provisions of this section shall apply to housing units in the R-M (Multiple-Family Residential) development zone.
- B. Division of Land Required. A tentative and final map for a condominium project or a community apartment project shall be prepared and processed in accordance with Title 16 of this Code.
- C. Criteria for Conversion to Condominium Project. Notwithstanding any other provision of this Code, no tentative tract or parcel map which would have the effect of creating a condominium or a community apartment project shall be approved, nor shall a final map be recorded, unless the project complies with all applicable regulations of the Paramount Municipal Code and the following requirements are met or guaranteed in a manner provided by the Paramount Municipal Code.
 - 1. All existing buildings and structures shall be made to comply with all applicable building regulations of the City in effect at the time of filing the tentative map.
 - 2. Units built prior to the City's adoption of the 1982 Los Angeles County Building Code shall be eligible to request conversion when they have been substantially rehabilitated or remodeled to meet the regulations of the City in effect at the time of filing the tentative map, specifically including but not limited to meeting current building and safety codes.
 - 3. Projects which contain less than three dwelling units shall not be eligible for conversion.
 - 4. Each dwelling unit shall contain no less than the following minimum required floor area, exclusive of stairways, bathrooms, and garage or carport:
 - a. One bedroom unit: 850 square feet.
 - b. Two bedroom unit: 1,000 square feet.
 - c. Three bedroom unit: 1,250 square feet.
 - d. Each additional habitable room must contain at least 150 square feet.
 - 5. Common outdoor space shall be provided at a ratio of 250 square feet per two-bedroom or larger dwelling unit; 150 square feet per one-bedroom unit. Such areas shall not include private streets, driveways, private yards or patios, parking or loading spaces or utility easements where the ground surface cannot be used

appropriately for active or passive recreation, nor other areas primarily designed for other operational functions.

6. Each unit shall have air conditioning, or provision for future installation of air conditioning, in compliance with California Building Energy Efficiency Standards (Energy Code) as adopted by the City. All mechanical equipment for air conditioning must be screened from view of the other units and the public right-of-way.
7. Exterior storage space for each unit shall be provided onsite in an enclosed and lockable area of permanent construction such as garage, carport, or accessory storage room. Minimum exterior storage area shall be 80 cubic feet for each unit.
8. Each unit shall be equipped with individual plumbing hookups for installation of washing machines and dryers. If the units are not equipped with individual hookups, the applicant shall submit a timeline and plan for providing individual hookups for washers and dryers prior to completion of conversion.
9. Onsite parking shall comply with Article 3 (Loading Areas and Off-Street Parking) of Chapter 17.44 and underlying zone requirements of the Paramount Municipal Code. The applicant shall submit a site plan showing all parking spaces provided for the project. The applicant shall indicate on the site plan the spaces that are assigned to specific dwelling units, and the spaces provided for guest parking. The City Council review and approval of the site plan is required.
10. All resident parking areas shall be equipped with a security system, which may include a security gate.
11. Sound attenuation between units shall meet Sound Transmission Class 50 or current State standards with confirmation by a property report prepared by a State of California-licensed architect, structural engineer, or civil engineer.
12. Floors between units shall meet Impact Insulation Class 50 or current State standards with confirmation by a property report prepared by a State of California-licensed architect, structural engineer, or civil engineer.
13. Along with any application for conversion, if applicable, the applicant shall submit a report to the City setting forth all repairs and replacements necessary to place the buildings in substantial compliance with current building and safety codes upon completion of the conversion. Such report shall include remedies for any

identified property nuisance listed under Section 13.20.470 of the Paramount Municipal Code and any site improvement in a condition contrary to a development requirement of the City Council, Planning Commission, or Development Review Board. Such report shall include a report prepared by a licensed mechanical engineer verifying the condition of the mechanical elements in the project, including, but not limited to, furnaces, air conditioners, pumps, water heaters, and plumbing fixtures. Such work shall be included within the plans submitted for the conversion.

14. Copies of the required covenants, conditions and restrictions, articles of incorporation, and bylaws or other documents of the owner's association or other identity which controls the common facilities shall be submitted to the City for approval.
 15. All open areas, with the exception of outdoor storage, vehicular accessways and parking areas, pedestrian walkways and paved or covered recreational facilities, shall be landscaped and irrigated with a permanent irrigation system. Such landscaping and irrigation shall be permanently maintained. All landscaping and irrigation shall comply with the requirements of Chapter 17.96 (Water-Efficient Landscape Provisions) of the Paramount Municipal Code and the Model Water Efficient Landscape Ordinance (MWELO) of the State of California as those may be amended from time to time.
 16. Utility systems shall exist or shall be constructed to adequately provide for individual metered utility services to all condominium units.
 17. The project shall comply with organic waste requirements of Chapter 13.09 (Mandatory Organic Waste Disposal Reduction) of the Paramount Municipal Code as those may be amended from time to time.
- D. Application. Prior to the filing of a tentative tract or parcel map creating a condominium or community apartment project with an existing structure, the applicant shall submit to the Planning Commission and City Council for approval development plans containing the following information in compliance with all current City and other applicable codes:
1. Application for condominium conversion, including required submittals.
 2. A list of all current tenants in the complex, including names and mailing addresses and evidence of notice as required by law and (F) below, and the date on which each tenant or prospective tenant began occupancy and ended occupancy.

3. Location, height, gross floor area, and proposed uses of each existing structure to remain and for each proposed structure.
 4. Location, use, and type of surfacing of all open storage areas.
 5. Location and type of surfacing of all driveways, pedestrian ways, vehicle parking areas, and curb cuts.
 6. Location, height, and type of material for walls or fences.
 7. Location of all landscaped areas, type of landscaping and irrigation, and a statement specifying the method by which the landscaping areas shall be maintained in compliance with Chapter 17.96 (Water-Efficient Landscape Provisions) of the Paramount Municipal Code and the Model Water Efficient Landscape Ordinance (MWELO) of the State of California.
 8. Location of all recreational facilities and a statement specifying the method of maintenance thereof.
 9. Location of parking facilities to be used in conjunction with each condominium unit.
 10. Architectural elevations of all structures showing types and materials of construction, including details of the method used to provide sound insulation in all common walls.
 11. Compliance with the requirements of Section C, above, and specifically of Section (C)(13) if applicable.
- E. Public Hearings Required. Applications for condominium conversions shall be subject to public hearings before the Planning Commission and City Council. Notice of such hearings shall be provided as required by California Government Code Sections 65090 and 66451.3, subsections (b).
- F. Additional Notice Requirements. In addition to any other notice requirements, the City Council may not approve a final map for a condominium conversion unless the applicant can show notice of all of the following at the applicant's expense and in the form and within the timeframes set out below:
1. Each tenant of the proposed condominium or community apartment project, and each person applying for the rental of a unit in the residential real property, has received or will have received all applicable notices and rights now or hereafter required by this Section and State law as that may be amended from time to time.

2. Each of the tenants of the proposed condominium or community apartment project shall receive each of the following notices at the times specified:
 - a. Written notification of the applicant's intention to convert provided at least 60 days prior to the filing of a tentative map. The notice shall be provided in the form set out in Government Code Section 66452.18 as that may be amended from time to time. Notice shall be provided in compliance with legal requirements for service by mail.
 - b. Within the period at least 60 days before filing of the tentative map, the applicant shall provide written notice to any prospective tenant, before receipt of any rent or deposit, in the form and manner set out in Government Code Section 66452.17.
 - c. Ten (10) days prior written notification that the applicant will or has submitted an application for a public report to the Bureau of Real Estate, that the period for each tenant's right to purchase begins with the issuance of the final public report, and that the report will be available on request to the applicant.
 - d. Written notification within five (5) days after the date the applicant receives the public report from the Bureau of Real Estate.
 - e. Written notification within ten (10) days after approval of a final map for the proposed conversion.
 - f. One hundred eighty (180) days prior written notification of termination of tenancy during the period of time after approval of tentative map and before the approval of the final map for the conversion. Such notice shall be in the form set out in Government Code Section 66452.19, as that may be amended from time to time and shall state that such notice does not alter or abridge the rights or obligations of the parties in performance of their covenants, including, but not limited to, the provision of services, payment of rent, or the obligations imposed by Sections 1941, 1941.1, and 1941.2 of the California Civil Code.
 - g. Written notice of the tenant's exclusive right to contract for the purchase of their unit upon the same terms and conditions that the unit will be initially offered to the general public or terms more favorable to the tenant pursuant to Government Code Section 66452.20. The exclusive right to

purchase shall commence and shall run for a period of not less than 90 calendar days, unless the tenant gives prior written notice of his or her intention not to exercise the right.

3. If a rental agreement was negotiated in Spanish, Chinese, Tagalog, Vietnamese, or Korean, all required written notices regarding the conversion of residential real property into a condominium project or a community apartment project shall be in that language.

G. Tenant Assistance.

1. Limitation on Evictions. No eviction shall occur as a result of conversion for at least one hundred eighty (180) days after the approval of a tentative map.
2. Financial Assistance. The applicant shall provide financial assistance equal to twice the average monthly rent for the three-month period prior to the filing of the tentative map to any tenant that relocates after the approval of a tentative map by the City Council. The financial assistance payment shall be made 30 days prior to the termination of the tenant's tenancy.
3. Interference with Tenants during Conversion. The applicant shall not perform construction, renovation or remodeling of occupied units in anticipation of conversion unless that unit's tenant has agreed to purchase that unit. Notwithstanding, nothing in this section shall prevent the owner from performing routine maintenance or other work required to maintain the unit in a habitable condition.

SECTION 6. California Environmental Quality Act (CEQA). This ordinance is exempt from CEQA pursuant to CEQA Guidelines Section 15305, minor alterations in land use limitations in areas with an average slope of less than 20% that do not result in any changes in land use or density 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 and CEQA does not apply where it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment.

SECTION 7. Severability. If any section, subsection, sentence, clause or phrase in this ordinance or the application thereof to any person or circumstance is for any reason held invalid, the validity of the remainder of the ordinance or the application of such provision to other persons or circumstances shall remain in full force and effect and shall not be affected thereby. The City Council hereby declares it would have passed this ordinance and each section, subsection, sentence, clause or phrase thereof, irrespective of the fact that one or more sections, subsections, sentences, clauses, or phrases or the application thereof to any person or circumstance be held invalid.

SECTION 8. Effective Date. This Ordinance shall take effect thirty days after its adoption, shall be certified as to its adoption by the City Clerk, and shall be published once in the Paramount Journal within 15 days after its adoption together with the names and members of the City Council voting for and against the Ordinance.

PASSED, APPROVED and ADOPTED by the City Council of the City of Paramount this 3rd day of May 2022.

Mayor

ATTEST

Heidi Luce, City Clerk

MAY 3, 2022

A. RESOLUTION NO. 22:026

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARAMOUNT APPROVING THE ENGINEER’S REPORT FOR CERTAIN LANDSCAPING IMPROVEMENTS FOR LANDSCAPING AND MAINTENANCE ASSESSMENT DISTRICT NO. 81-1”

MOTION IN ORDER:

READ BY TITLE ONLY AND ADOPT RESOLUTION NO. 22:026.

<u>MOTION:</u>	<u>ROLL CALL VOTE:</u>
MOVED BY: _____	AYES: _____
SECONDED BY: _____	NOES: _____
<input type="checkbox"/> APPROVED	ABSENT: _____
<input type="checkbox"/> DENIED	ABSTAIN: _____

B. RESOLUTION NO. 22:029

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARAMOUNT DECLARING ITS INTENTION TO LEVY AND COLLECT ASSESSMENTS WITHIN LANDSCAPING AND MAINTENANCE ASSESSMENT DISTRICT NO. 81-1 FOR THE FISCAL YEAR 2022-2023 AND SETTING A TIME AND PLACE FOR A PUBLIC HEARING THEREON”

MOTION IN ORDER:

READ BY TITLE ONLY AND ADOPT RESOLUTION NO. 22:029.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council

From: John Moreno, City Manager

By: Adriana Figueroa, Public Works Director
Rafael Casillas, City Engineer

Date: May 3, 2022

**Subject: RESOLUTION NOS. 22:026 AND 22:029
APPROVING THE ENGINEER'S REPORT AND CITY COUNCIL'S
INTENTION TO LEVY AND COLLECT ANNUAL ASSESSMENTS FOR
LANDSCAPE AND MAINTENANCE DISTRICT NO. 81-1**

On April 19, 2022, City Council Resolution No. 22:025 ordered the preparation of the annual engineer's report for Landscape and Maintenance Assessment District No. 81-1. The report includes plans, specifications, cost estimates, diagram, and assessment for the Landscape and Maintenance District in the Orange Avenue Industrial Park for Fiscal Year 2022-2023.

Pursuant to the Landscape and Lighting Maintenance Act of 1972, the City Engineer has prepared a report including the plans and specifications, estimate of costs, diagram of the landscape maintenance district, and an assessment of costs for the fiscal year commencing July 1, 2022.

The assessments in 2021-2022 were \$14,200. The assessments in 2022-2023 will be \$14,200. This assessment will be spread among the 29 parcels.

Two procedural steps are necessary at this meeting. The first is to approve the City Engineer's report by adopting Resolution No. 22:026. The second step is to approve Resolution No. 22:029 declaring the City Council's intention to levy and collect assessments for certain landscaping improvements and setting a public hearing date for the first City Council meeting in June 2022.

RECOMMENDED ACTION

It is recommended that the City Council read by title only and adopt Resolution No. 22:026 and Resolution No. 22:029.

CITY OF PARAMOUNT
LOS ANGELES COUNTY, CALIFORNIA

RESOLUTION NO. 22:026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARAMOUNT
APPROVING THE ENGINEER'S "REPORT" FOR CERTAIN
LANDSCAPING IMPROVEMENTS FOR LANDSCAPING AND
MAINTENANCE ASSESSMENT DISTRICT NO. 81-1

WHEREAS, pursuant to the provisions of Division 15, Part 2, of the Streets and Highways Code of the State of California, being known as the "Landscaping and Lighting Act of 1972", this City Council did, by previous Resolution, order the preparation of an Engineer's "Report" consisting of plans and specifications, an estimate of the cost, diagram of the proposed district, and an assessment relating to what is now known and designated as: City of Paramount Landscape and Maintenance Assessment District No. 81-1 hereinafter referred to as the "District"; and

WHEREAS, there now has been presented to this City Council the "Report" as required by Division 15 of the Streets and Highways code and as previously directed by Resolution; and

WHEREAS, this City Council has now carefully examined and reviewed the "Report" as presented, and is satisfied with each and all of the items and documents as set forth therein and is satisfied that the assessments, on a preliminary basis, have been spread in accordance with the benefits received from the maintenance to be performed as set forth in said "Report."

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PARAMOUNT AS FOLLOWS:

SECTION 1. The above recitations are true and correct.

SECTION 2. That the "Report" as presented, consisting of the following:

- a. Plans and Specifications
- b. Estimate of Cost
- c. Diagram of the District
- d. Assessment of the Estimated Cost

is hereby approved on a preliminary basis, and is ordered to be filed with the Office of the City Clerk as a permanent record and to remain open for public inspection.

SECTION 3. That the City Clerk or her duly appointed Deputy, shall certify to the passage and adoption of this Resolution and the Minutes of this meeting shall so reflect the presentation of the Engineer's "Report."

SECTION 4. This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED, and ADOPTED by the City Council of the City of Paramount this 3th day of May 2022.

Vilma Cuellar Stallings, Mayor

ATTEST:

Heidi Luce, City Clerk

CITY OF PARAMOUNT
LOS ANGELES COUNTY, CALIFORNIA

RESOLUTION NO. 22:029

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARAMOUNT
DECLARING ITS INTENTION TO LEVY AND COLLECT ASSESSMENTS
WITHIN LANDSCAPING AND MAINTENANCE ASSESSMENT DISTRICT
NO. 81-1 FOR THE FISCAL YEAR 2022-2023 AND SETTING A TIME AND
PLACE FOR A PUBLIC HEARING THEREON

WHEREAS, by Resolution No. 22:025, the City Council ordered the Engineer to prepare and file a Report for the Landscaping and Maintenance Assessment District No. 81-1 for the Fiscal Year 2022-2023 pursuant to Section 22585 of the California Streets and Highways Code; said maintenance district is hereinafter referred to as the "District"; and

WHEREAS, at this time, there has been presented and approved by this City Council the Engineer's "Report" as required by law, and it is the intention of the City Council to levy and collect assessments pursuant to the provision of the Landscaping and Lighting Act of 1972 (Part 2 of Division 15 of the Street and Highway Code of the State of California).

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PARAMOUNT AS FOLLOWS:

SECTION 1. The above recitations are true and correct.

SECTION 2. Public Interest. That the public interest and convenience requires, and it is the intention of this City Council to levy and collect annual assessments for the continual maintenance of certain landscaping improvements, all to serve and benefit said District as said area is shown and delineated on a map as previously approved by this City Council and on file in the Office of the City Clerk, open to public inspection, and herein so referenced and made a part hereof.

SECTION 3. Report. That the "Report" of the Engineer regarding the levy and assessment of said District, which "Report" is for the maintenance of the Fiscal Year 2021-2022, is hereby approved, and is directed to be filed in the Office of the City Clerk.

SECTION 4. Assessment. That the public interest and convenience requires, and it is the intention of this City Council, to levy and collect assessment of the Landscaping and Maintenance Assessment District as set forth and described in said Engineer's "Report", and further is determined to be within the best public interest and convenience to levy and collect annual assessments to pay the costs and expenses of said maintenance and improvement as estimated in said "Report."

SECTION 5. Description of Maintenance. The improvements for which said Landscaping and Maintenance District and the assessments levied and collected, shall be for the maintenance of certain landscaping improvements as set forth in the Engineer's Report, referenced and incorporated herein.

SECTION 6. County Auditor. The County Auditor shall enter on the County Assessment Roll the amount of the assessments and shall collect said assessments at the time and in the same manner as County taxes are collected. After collection by the County, the net amount of the assessments, after the deduction of any compensation due to the County for collection, shall be paid to the Treasurer for the purposes of paying for the costs and expenses of said District.

SECTION 7. Special Fund. The City Treasurer herewith shall establish a special fund known as "CITY OF PARAMOUNT LANDSCAPING AND MAINTENANCE DISTRICT NO. 81-1 MAINTENANCE FUND", into which the said Treasurer shall place all monies collected by the Tax Collector as soon as said monies have been received by said Treasurer. Payment shall be made out of said fund only for the purpose provided for in this Resolution, and, in order to expedite the making of this maintenance and improvement, the City Council may transfer into said special fund, money from any available source, such funds as it may deem necessary to expedite the proceedings.

Any funds so transferred shall be deemed a loan to said special fund and shall be repaid out of the assessments provided for in this Resolution.

SECTION 8. Boundaries of District. Said contemplated improvement and maintenance work is, in the opinion of this City Council, of direct benefit to the properties within the boundaries of the District, and this City Council makes the costs and expenses of said improvement and maintenance chargeable upon a district, which district said City Council hereby declares to be the district benefited by said improvement and maintenance and to be further assessed to pay the costs and expenses thereof. Said Landscaping District shall include each and every parcel of land within the boundaries of said Landscaping District as said Landscaping District is shown on a map as approved by this City Council and on file in the Office of the City Clerk, and so designated by the name of the District.

SECTION 9. Public Property. Any lots or parcels of land known as public property, as the same are defined in Section 22663 of Division 15, Part 2 of the Street and Highways Code, which are included within the boundaries of the Street Lighting and Landscaping District, shall be omitted and exempt from any assessment to be made under these proceedings to cover any of the costs and expenses of said improvement and maintenance work.

SECTION 10. Public Hearing. Notice hereby is given that a public hearing will be held at the first City Council meeting in June in the Council Chambers of said City of Paramount in the City Hall, all interested persons may appear before the City Council and be heard concerning the services to be performed, the proposed assessment, and all other matters relating thereto. Protests must be in writing and must be filed with the City Clerk prior to the conclusion of the hearing. Any such protest shall state all grounds of the objection and, if filed by the property owner, shall contain a description sufficient to identify the property.

SECTION 11. Notice. That the City Clerk is hereby authorized and directed to publish a copy of this Resolution in the PARAMOUNT JOURNAL, a newspaper of general circulation in said City; said publication shall be completed not less than ten (10) days before the date of said Public Hearing.

SECTION 12. Proceedings Inquiries. For any and all information relating to the proceedings, protest procedure, any documentation and/or information of a procedural or technical nature, your attention is directed to the below listed person and the local agency or department so designated:

RAFAEL CASILLAS
Willdan Engineering
13191 Crossroads Parkway No., Suite 405
Industry, California 91746
(562) 368-4850

SECTION 13. This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED, and ADOPTED by the City Council of the City of Paramount this 3th day of May 2022.

Vilma Cuellar Stallings, Mayor

ATTEST:

Heidi Luce, City Clerk

Attachment A

**City of Paramount
Landscape Maintenance District No. 81-1**





City of Paramount

Landscape and Maintenance Assessment District No. 81-1

2022/2023 ENGINEER'S ANNUAL LEVY REPORT

Intent Meeting: May 3, 2022

Public Hearing: June 7, 2022

27368 Via Industria
Suite 200

Temecula, CA 92590

T 951.587.3500 | 800.755.6864

F 951.587.3510 | 888.326.6864

Property Tax Information Line
T. 866.807.6864

www.willdan.com



ENGINEER'S REPORT AFFIDAVIT
Landscape Maintenance District No. 81-1

City of Paramount
Los Angeles County, State of California

This report describes the District including the improvements, budgets, parcels and assessments to be levied for fiscal year 2022/2023, as they existed at the time of the passage of the Resolution of Intention. Reference is hereby made to the Los Angeles County Assessor's maps for a detailed description of the lines and dimensions of parcels within the District. The undersigned respectfully submits the enclosed report as directed by the City Council.

Dated this 20th day of April, 2022.

Willdan Financial Services
Assessment Engineer
On Behalf of the City of Paramount

Chonney Gano

By: _____

Chonney Gano, Project Manager
District Administration Services

Rafael O. Casillas

By: _____

Rafael Casillas
R. C. E. # 68234

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I. INTRODUCTION

This Report is prepared pursuant to action taken by the City Council of the City of Paramount (the "City Council") at their regular meeting ordering a Report for the levy of assessments for the fiscal year commencing July 1, 2022 and ending June 30, 2023. The Report is prepared in recognition with the requirements of the California Constitution Article XIID, and the provisions of the Landscaping and Lighting Act of 1972, being Part 2 of Division 15 of the California Streets and Highways Code. The District is known as:

City of Paramount Landscape and Maintenance Assessment District No. 81-1

This District, by special benefit assessments, will provide funding for the operation and maintenance of public landscaping facilities within the public rights-of-way in the City of Paramount (the "City"). The items funded by the District are exempt from the procedural and approval requirements set forth in Section 5a & 5b of Article XIID of the California Constitution that states: "*the following assessments existing on the effective date of this Article shall be exempt from the procedures and approval process set forth in Section 4:*

(a) any assessment imposed exclusively to finance the capital costs or maintenance and operation expenses for sidewalks, streets, sewers, water, flood control, drainage systems or vector control...

(b) any assessment imposed pursuant to a petition signed by the persons owning all of the parcels subject to the assessment at the time the assessment is initially imposed...

The assessments for the District were petitioned by 100 percent of the owners at the time of formation and are used exclusively to fund the maintenance and operation expenses for Landscape Improvements that are considered part of the Street Maintenance. Furthermore, the assessments for the District have not been increased since prior to July 1, 1997. Therefore, the Assessment District is exempt from the procedural and approval requirements of Article XIID.

II. BOUNDARIES

Boundaries of the District consist of all properties fronting Orange Avenue or fronting streets that connect to Orange Avenue between Rosecrans Avenue on the south and the Los Angeles Department of Water and Power land rights-of-way on the north. The westerly boundary is the Los Angeles County Flood Control District right-of-way for the Los Angeles River. All parcels of land identified in the latest Los Angeles County (the "County") Assessor's parcel maps within the above boundaries so designated are included in the District except those assessments not levied within that area upon public streets, other public properties, properties encumbered by easements so as to preclude development and properties of such small size or irregular shape that buildings or development could not occur upon them in a manner in which the majority of the area has been redeveloped.

III. IMPROVEMENTS AUTHORIZED BY THE 1972 ACT

As applicable or may be applicable to this proposed District, the 1972 Act defines improvements to mean one or any combination of the following:

- The installation or planting of landscaping.
- The installation or construction of statuary, fountains, and other ornamental structures and facilities.
- The installation or construction of public lighting facilities.
- The installation or construction of any facilities which are appurtenant to any of the foregoing or which are necessary or convenient for the maintenance or servicing thereof, including, but not limited to, grading, clearing, removal of debris, the installation or construction of curbs, gutters, walls, sidewalks, or paving, or water, irrigation, drainage, or electrical facilities.
- The maintenance or servicing, or both, of any of the foregoing.
- The acquisition of any existing improvement otherwise authorized pursuant to this section.

Incidental expenses associated with the improvements including, but not limited to:

- The cost of preparation of the Report, including plans, specifications, estimates, diagram, and assessment;
- The costs of printing, advertising, and the publishing, posting and mailing of notices;
- Compensation payable to the County for collection of assessments;
- Compensation of any engineer or attorney employed to render services;
- Any other expenses incidental to the construction, installation, or maintenance and servicing of the improvements;

- Any expenses incidental to the issuance of bonds or notes pursuant to Section 22662.5.
- Costs associated with any elections held for the approval of a new or increased assessment.

The 1972 Act defines "Maintain" or "maintenance" to mean furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of any improvement, including:

- Repair, removal, or replacement of all or any part of any improvement.
- Providing for the life, growth, health, and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury.
- The removal of trimmings, rubbish, debris, and other solid waste.
- The cleaning, sandblasting, and painting of walls and other improvements to remove or cover graffiti.

IV. IMPROVEMENTS

The improvements consist of maintaining the landscaping within the public rights-of-way at the entranceway to the Orange Avenue Redevelopment Project. Maintenance shall include but not be limited to watering, fertilizing, mowing, weed control, shrubbery and tree pruning, removal and replacement of dead growth, maintenance of irrigation facilities, and other necessary work. Labor, equipment and materials shall be furnished by the City.

V. COST ESTIMATE

The costs shown below are estimated for fiscal year 2022/2023 and consist of the total cost for maintaining the improvements, including any surplus or deficit in funds from the previous year for these proceedings. The maintenance costs are determined by evaluating the prior year maintenance costs. The costs for fiscal year 2022/2023 are shown below.

Maintenance and Improvements	Cost
Personnel Cost	\$7,000.00
Supplies, Equipment and Replacement	4,100.00
Incidentals	3,100.00
Total Assessment District Costs FY 2022/2023	\$14,200.00

VI. METHOD OF ASSESSMENT

The District was developed for the special and direct benefit of all the properties included within the District's boundaries, and all parcels benefit from the improvements. Public properties and utility properties have not been assessed. When the District was formed, each of the benefiting properties within the District was assigned a proportional benefit factor.

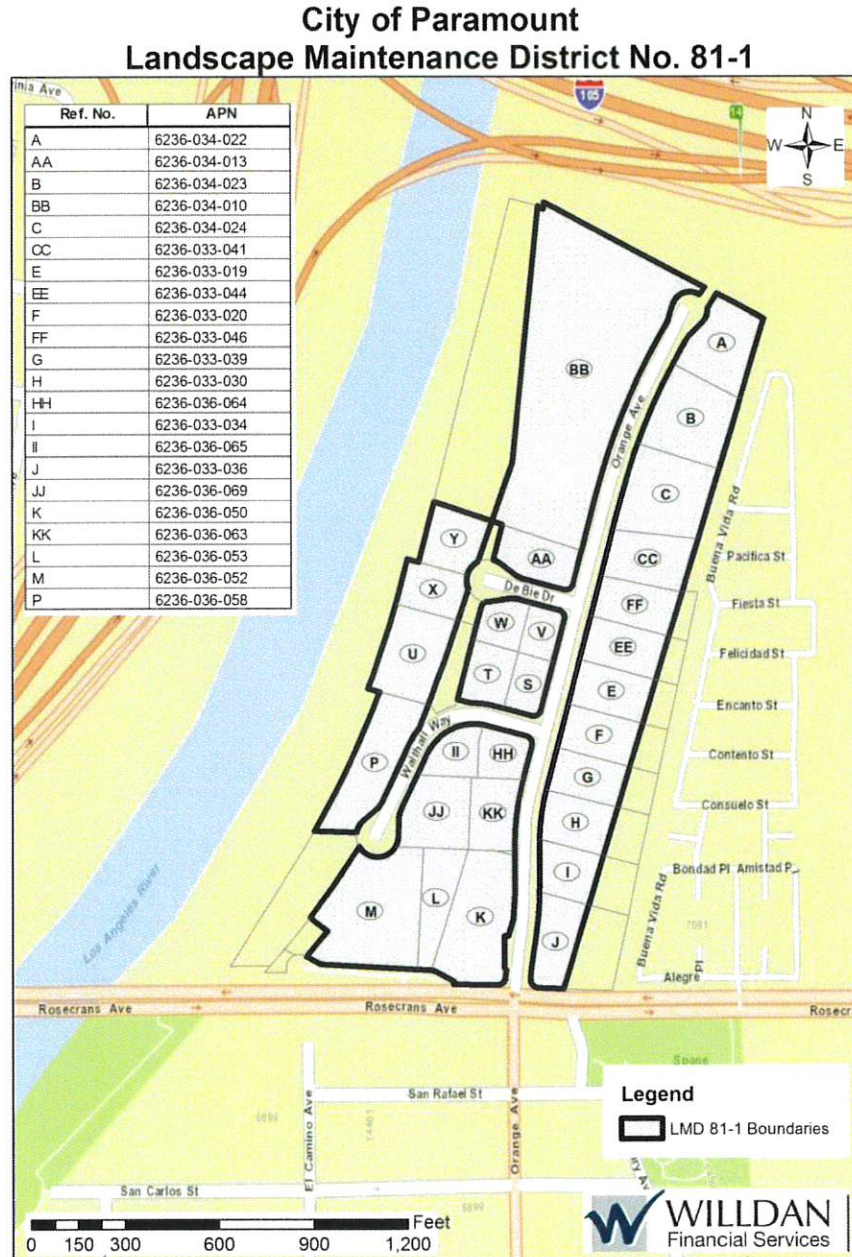
The following is a list of parcels and their proportional allocation originally established.

Assessment Number	Assessor's Parcel Number	Area Percent Allocation (%)	Assessment Number	Assessor's Parcel Number	Area Percent Allocation (%)
A	6236-034-022	2.66	S	6236-034-025	1.35
B	6236-034-023	3.29	T	6236-034-026	1.47
C	6236-034-024	3.57	U	6236-034-039	3.38
E	6236-033-019	2.39	U*	6236-034-038	0.00
E*	6236-033-011	0.00	V	6236-034-019	1.16
F	6236-033-020	2.41	W	6236-034-018	1.12
F*	6236-033-015	0.00	X	6236-034-037	1.51
G	6236-033-039	4.30	X*	6236-034-036	0.00
G*	6236-033-038	0.00	Y	6236-034-015	2.04
H	6236-033-030	2.79	Y*	6236-034-014	0.00
H*	6236-033-031	0.00	AA	6236-034-013	1.82
I	6236-033-034	2.52	BB	6236-034-010	26.16
I*	6236-033-033	0.00	BB*	6236-034-009	0.00
I*	6236-033-035	0.00	CC	6236-033-041	2.22
J	6236-033-036	3.80	EE	6236-033-044	2.17
J*	6236-033-037	0.00	EE*	6236-033-045	0.00
K	6236-036-050	4.20	FF	6236-033-046	2.42
L	6236-036-053	1.82	FF*	6236-033-047	0.00
M	6236-036-052	9.12	HH	6236-036-064	1.18
M*	6236-036-051	0.00	II	6236-036-065	1.19
M*	6236-036-049	0.00	JJ	6236-036-069	2.66
P	6236-036-058	3.54	KK	6236-036-063	1.74
Total:					100.00%
Parcel Count:					44

* Portion of Bifurcated Lots that are not assessed.

VII. BOUNDARY MAP

The following diagram shows the boundaries of the District.



VIII. ASSESSMENT ROLL FISCAL YEAR 2022/2023

Parcel identification, for each lot or parcel within the District, shall be the parcel as shown on the County Assessor Parcel Maps and/or the County Secured Roll for the year in which this Report is prepared. A listing of parcels assessed within this District along with the assessment amounts are listed below.

Assessor's Parcel Number	Situs	Address	Area Percent	2022/2023 Assessment
6236-033-019	14050	ORANGE AVE	2.39%	\$339.38
6236-033-020	14066	ORANGE AVE	2.41%	342.22
6236-033-030	14100	ORANGE AVE	2.79%	396.18
6236-033-034	14100	ORANGE AVE	2.52%	357.84
6236-033-036	7003	ROSECRANS AVE	3.80%	539.60
6236-033-039	14080	ORANGE AVE	4.30%	610.60
6236-033-041	14010	ORANGE AVE	2.22%	315.24
6236-033-044	14030	ORANGE AVE	2.17%	308.14
6236-033-046	14020	ORANGE AVE	2.42%	343.64
6236-034-010	14001	ORANGE AVE	26.16%	3,714.72
6236-034-013	14005	ORANGE AVE	1.82%	258.44
6236-034-015	6801	DE BIE DR	2.04%	289.68
6236-034-018	6840	DE BIE DR	1.12%	159.04
6236-034-019	14019	ORANGE AVE	1.16%	164.72
6236-034-022	13900	ORANGE AVE	2.66%	377.72
6236-034-023	13942	ORANGE AVE	3.29%	467.18
6236-034-024	13984	ORANGE AVE	3.57%	506.94
6236-034-025	14053	ORANGE AVE	1.35%	191.70
6236-034-026	6859	WALTHALL WAY	1.47%	208.74
6236-034-037	6800	DE BIE DR	1.51%	214.42
6236-034-039	6851	WALTHALL WAY	3.38%	479.96
6236-036-050	6837	ROSECRANS AVE	4.20%	596.40
6236-036-052	6825	ROSECRANS AVE	9.12%	1,295.04
6236-036-053	6833	ROSECRANS AVE	1.82%	258.44
6236-036-058	6825	WALTHALL WAY	3.54%	502.68
6236-036-063	14101	ORANGE AVE	1.74%	247.08
6236-036-064	6850	WALTHALL WAY	1.18%	167.56
6236-036-065	6840	WALTHALL WAY	1.19%	168.98
6236-036-069	6830	WALTHALL WAY	2.66%	377.72
Total			100.00%	\$14,200.00
Parcel Count				29

If the parcels or assessment numbers within the District and referenced in this Report, are re-numbered, re-apportioned or changed by the County Assessor's Office after approval of the Report, the new parcel or assessment numbers with the proportional assessment amount will be submitted to the County Auditor/Controller. If the parcel change made by the County includes a parcel split, parcel merger or tax status change, the assessment amount submitted on the new parcels or assessment numbers will be based on the method of apportionment and levy amount approved in this Report by the City Council.

MAY 3, 2022

ORAL REPORT

YOUTH COMMISSION PRESENTATION



To: Honorable City Council

From: John Moreno, City Manager

By: David Johnson, Community Services Director

Date: May 3, 2022

Subject: ORAL REPORT – YOUTH COMMISSION

The Paramount Youth Commission exists to allow Paramount residents in 9th-12th grade or Paramount Unified School District high school students an opportunity to serve their City. The Commission provides a seat at the table for teens to become involved in youth-related issues in the community and to learn how the City operates. This report is a presentation by a member(s) of the Youth Commission on topics presented to or discussed by the Youth Commission.

MAY 3, 2022

PUBLIC HEARING

ADOPTION OF THE CONSOLIDATED PLAN (FY 2022-2026), ONE-YEAR ACTION PLAN (FY 2022-2023), AND ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING (FY 2022) FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME INVESTMENT PARTNERSHIPS (HOME) PROGRAMS

- A. HEAR STAFF REPORT.
- B. OPEN THE PUBLIC HEARING.
- C. HEAR TESTIMONY IN THE FOLLOWING ORDER:
 - (1) THOSE IN FAVOR
 - (2) THOSE OPPOSED
- D. MOTION TO CLOSE THE PUBLIC HEARING.

<u>MOTION:</u>	<u>ROLL CALL VOTE:</u>
MOVED BY: _____	AYES: _____
SECONDED BY: _____	NOES: _____
[] APPROVED	ABSENT: _____
[] DENIED	ABSTAIN: _____

CONTINUED... PLEASE TURN PAGE

E. MOTION IN ORDER:

ADOPT THE CONSOLIDATED PLAN (FY 2022-2026) AND ONE-YEAR ACTION PLAN (FY 2022-2023); AND, AUTHORIZE THE CITY MANAGER, OR HIS DESIGNEE, TO ADJUST THE CDBG AND HOME ACTIVITY BUDGETS TO CONFORM WITH THE FINAL FORMULA GRANT ALLOCATIONS UPON RECEIPT FROM HUD, EXECUTE AND SUBMIT ALL REQUIRED DOCUMENTS AND AGREEMENTS TO IMPLEMENT THE CONSOLIDATED PLAN (FY 2022-2026), ONE-YEAR ACTION PLAN (FY 2022-2023), AND AI (2022) IN COMPLIANCE WITH HUD REGULATIONS.

<u>MOTION:</u>	<u>ROLL CALL VOTE:</u>
MOVED BY: _____	AYES: _____
SECONDED BY: _____	NOES: _____
[] APPROVED	ABSENT: _____
[] DENIED	ABSTAIN: _____



To: Honorable City Council

From: John Moreno, City Manager

By: Andrew Vialpando, Assistant City Manager
John Carver, Planning Director

Date: May 3, 2022

Subject: PUBLIC HEARING - ADOPTION OF THE CONSOLIDATED PLAN (FY 2022-2026), ONE-YEAR ACTION PLAN (FY 2022-2023), AND ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING (FY 2022) FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME INVESTMENT PARTNERSHIPS (HOME) PROGRAMS

BACKGROUND

The City of Paramount receives federal Community Development Block Grant (CDBG) funding annually from the U.S. Department of Housing and Urban Development (HUD). As a condition of the funding, the City is required to prepare a comprehensive Consolidated Plan every five years, an Annual Action Plan, and an Analysis of Impediments (AI) to Fair Housing Choice.

DISCUSSION

2022-2026 Consolidated Plan, Strategic Plan

The Consolidated Plan provides HUD with a Needs Assessment and Market Analysis of the City's housing and community needs and resources. The Consolidated Plan also includes a Strategic Plan to outline the City's priorities, objectives, and strategies over a five year period. The Strategic Plan defines the framework for the investment of an anticipated \$5.3 million in CDBG and HOME Investment Partnerships (HOME) funds to address priority needs. HUD requires that the City update its Consolidated Plan every five years, which was last done in 2017. The updated Consolidated Plan is attached and is effective July 1, 2022 through June 30, 2027.

The priority needs and goals established in the Strategic Plan are based on the Needs Assessment and Market Analysis. These analyses are informed by the City's Resident and Stakeholder Surveys detailed under the Community Outreach section below, as well as housing and community development data elements required by HUD in the online Consolidated Plan system from the 2013-2017 American Community Survey (ACS) 5-Year Estimates and the Comprehensive Housing Affordability Strategy (CHAS). Additional sources of information used to identify needs and establish priorities were obtained from publicly data and documents as well as through consultation with local

nonprofit agencies involved in the development of affordable housing and the delivery of public services to low- and moderate-income people, persons with special needs and those at risk of homelessness.

Based on the community input and available data collected, the following priority needs are established as part of this Plan:

- Improve Neighborhoods, public facilities and infrastructure
- Promote Economic Opportunity
- Preserve the supply of affordable housing
- Provide services to low-income residents, those with special needs and the homeless

Consistent with HUD's national goals for the CDBG and HOME programs to provide decent housing opportunities, maintain a suitable living environment, and expand economic opportunities for low- and moderate-income residents, the priority needs will be addressed over the next five years through the implementation of CDBG and HOME funded activities aligned with the following four measurable Strategic Plan goals:

	Goal Name	Category	Needs Addressed	Outcome Indicator
1.	Neighborhood Services, Facilities, and Infrastructure	Non-Housing Community Development	Improve neighborhoods, public facilities, and infrastructure	16,664 People 696 Commercial Code Enforcement Inspections
2.	Economic Opportunity Programs	Non-Housing Community Development	Promote Economic Opportunity	19 Businesses
3.	Affordable Housing Preservation	Affordable Housing	Preserve the supply of housing affordable to low- and moderate-income residents	26 Households 1,800 Housing Units 1,000 people assisted
4.	Public Services	Non-Housing Community Development	Provide services to low-income residents, those with special needs and the homeless	30,000 People

In the event the City's available resources or community needs change during the implementation of the 2022-2026 Consolidated Plan, the City may amend the Consolidated Plan at any point in time to revise its Strategic Plan objectives, including performance goals.

One-Year Action Plan (FY 23)

The Annual Action Plan (AAP) identifies the specific activities that City staff engage in to achieve the goals and objectives in the Consolidated Plan. The AAP covers activities to be implemented during the period starting July 1, 2022 and ending June 30, 2023. The City's housing, community, and economic development activities funded with CDBG, HOME, and other resources are reported each fall in the Consolidated Annual Performance and Evaluation Report (CAPER).

For FY 2022-2023, the City estimates that it will receive \$777,492 of new CDBG funds and \$300,303 of new HOME funds. An additional \$8,000 of HOME funding is being reprogrammed from the previous year, for a collective total of \$1,085,795. These estimates are based on current funding levels. Once HUD releases final formula grant allocations, adjustments to the Action Plan budget will be made to conform to the grants received.

The Action Plan identifies the following CDBG and HOME activities to be implemented during the next fiscal year:

Community Development Block Grant:

1. City of Paramount	CDBG Administration	\$139,498
2. Fair Housing Foundation	Fair Housing Services	\$16,000
3. City of Paramount	Graffiti Removal	\$116,623
4. City of Paramount	Code Enforcement (LMA Res.)	\$250,000
5. City of Paramount	Code Enforcement (SBA Com.)	\$150,000
6. City of Paramount	Commercial Rehabilitation Program	<u>\$105,371</u>
		TOTAL: \$777,492

HOME Investment Partnerships:

1. City of Paramount	HOME Administration (HOME)	\$30,030
2. City of Paramount	Home Improvement Program	\$233,228
3. City of Paramount	Affordable Housing Program- CHDO	<u>\$45,045</u>
		TOTAL: \$308,303

Analysis of Impediments (AI) to Fair Housing Choice

The AI to Fair Housing Choice is a document intended to inform the public of the City's actions to promote fair housing which are requirements to receive annual and HOME Investment Partnerships (HOME) allocations from. This year HUD is requiring all CDBG and HOME grantees to certify they have taken an action to promote "one or more attributes of fair housing" that is "affordable, safe, decent, free of unlawful discrimination, and accessible as required under civil rights law."

To determine appropriate activities the City should engage in to promote fair housing, the 2022 AI analyzed data, engaged the community, identified fair housing issues, and established fair housing goals and reasonable and meaningful actions. As a result, the AI established five measurable goals to promote fair housing.

The goals established in the AI are based on analysis of the City's Resident and Stakeholder Surveys detailed under the Community Outreach section below, the 2013-2017 American Community Survey (ACS) 5-Year Estimates, HUD's Affirmatively Further Fair Housing (AFFH) Data and Mapping Tool, the Bureau of Labor Statistics, and the California Environmental Protection Agency, and consultation with the Fair Housing Foundation.

Based on the community input and available data collected, the following chart describes the five goals established in the AI with measurable activities:

	Goal	Description	Evaluation
1.	Program Marketing	Paramount shall ensure that all HUD-funded programs are marketed in high poverty areas within their jurisdiction in manners that will be accessible to residents to ensure that low-income residents and high poverty neighborhoods have best access to all program activities. Marketing shall be conducted in accordance with the City's Language Access Plan	To evaluate this goal, Paramount shall maintain documentation showing that it marketed programs in areas of high poverty and conducted such marketing in a way that clearly communicated the program to the residents in those
2.	Promote Fair Housing Education for Tenants and Homebuyers Programs	Paramount shall fund and promote fair housing training for tenants, homebuyers, and potential homebuyers to ensure that residents are fully informed of their rights as it relates to housing.	Maintain records of number of trainings conducted and training participants.
3.	Promote Fair Housing Education for Landlords and Realtors	Paramount shall fund and promote fair housing training for landlords and realtors to ensure that they understand the fair housing requirements and rights of tenants and homebuyers.	Maintain records of number of trainings conducted and training participants.

4.	Maintain Fair Housing Resources on Website	In collaboration with the fair housing provider for Paramount, maintain a page on the City's website that provides access to fair housing resources and documents. Further, collaborate with the fair housing provider to promote trainings and other fair housing related events.	Review and update webpage resources annually with support from fair housing provider and maintain documentation of promoting all trainings and events carried out by the fair housing provider in the jurisdiction.
5.	Maintain Housing and Community Development Resources List	Establish and maintain a list of all housing and community development resources that is updated annually. This list may include services such as grant or loan programs for reasonable modifications and access to programs such as Meals on Wheels.	Review and update list on an annual basis.

Community Outreach

As part of the City's community participation process, residents and stakeholders were given multiple opportunities to engage in the planning process. A public notice was published in the Press Telegram on October 15, 2021 inviting residents to participate in two community meetings to help identify housing and community needs and priorities. Information was also made available through flyers posted in City facilities, social media posts on Facebook and Instagram, and included in the Mayor's Update and the City's weekly e-newsletter.

The Resident Survey was open from October 29, 2021 through January 14, 2022. Community Outreach included interaction with residents at the Halloween Festival, Friday Night Markets, and Farmers Markets at Progress Park. Over 300 residents responded to the survey online and 10 completed paper surveys. All responses were included in the analysis. The survey was anonymous and shared with all relevant and necessary stakeholders. Individual interviews were held with the Fair Housing Foundation.

As part of the City's citizen participation process, the City was required to make available the Consolidated Plan, One-Year Action Plan, and AI for a period of 30 days for public comment. The public hearing notice was published in the Press Telegram on April 1, 2022. The public comment period began on April 4, 2022 and ran through May 5, 2022. To date, the City has not received any comments from the public. Any public comments received during the City Council meeting for this item will be incorporated into the appropriate document before it is submitted to HUD. A copy of the Draft Consolidated Plan, One-Year Action Plan, and Draft AI are on file with the Finance Department, available at the Paramount Library, and online at the City's website.

VISION, MISSION, VALUES, AND STRATEGIC OUTCOMES

The City's Vision, Mission, and Values set the standard for the organization; establish priorities, uniformity and guidelines; and provide the framework for policy decision making. The Strategic Outcomes were implemented to provide a pathway to achieving the City's Vision. This item aligns with all six Strategic Outcomes.

RECOMMENDED ACTION

It is recommended that the City Council conduct a public hearing; adopt the Consolidated Plan (FY 2022-2026) and One-Year Action Plan (FY 2022-2023); and, authorize the City Manager, or his designee, to adjust the CDBG and HOME activity budgets to conform with the final formula grant allocations upon receipt from HUD, execute and submit all required documents and agreements to implement the Consolidated Plan (FY 2022-2026), One-Year Action Plan (FY 2022-2023), and AI (2022) in compliance with HUD regulations.

Attachments:

A – CDBG Consolidated Plan

<https://www.paramountcity.com/home/showpublisheddocument/8121/637844294030400000>

B – Analysis of Impediments to Fair Housing Choice

<https://www.paramountcity.com/home/showpublisheddocument/8133/637846806267800000>

MAY 3, 2022

REPORT

HOME IMPROVEMENT PROGRAM – MOBILE HOME GUIDELINES



To: Honorable City Council

From: John Moreno, City Manager

By: John Carver, Planning Director
John King, AICP, Assistant Planning Director

Date: May 3, 2022

Subject: HOME IMPROVEMENT PROGRAM – MOBILE HOME GUIDELINES

BACKGROUND

Since the early 1980s, the Home Improvement Program – formerly known as the Residential Rehabilitation Program – has assisted numerous Paramount households improve the exterior of their owner-occupied, single-family homes. Federal HOME Investment Partnership funds have been the sole funding source for the program since 2013.

Grant funds only apply toward City-approved improvements, and applicants must meet strict guideline criteria as an income-qualifying senior (at least 62 years of age with household income at or below 80% of area median income) or as a low-to-moderate-income household (50% of the area median income for a particular household size).

The Home Improvement Program provides a grant to cover 80% of the construction costs, up to \$21,600. Eligible homeowners provide the remainder of the costs. Senior households and “very low income” households as defined by the Federal government qualify for a grant of 90% of construction costs, up to \$24,300.

DESCRIPTION

Expanded Program

From time to time, residents of mobile homes (also known as manufactured homes) inquire about the Home Improvement Program. According to the California Department of Finance, there are 1,133 mobile homes in Paramount, representing 7.7% of the total housing units. There are 17 mobile home parks in Paramount. As a need for assistance clearly exists for owners of mobile homes, funding to assist in exterior and safety upgrades to four manufactured homes was included in the FY 2022 budget.

Expanding the Home Improvement Program requires updating the existing guidelines that were most recently amended in 2007.

Attachment A is the proposed *Home Improvement Program Guidelines – Single-Family and Mobile Homes* document. These revised guidelines expand upon the existing guidelines for single-family home assistance, and the proposed changes maintain the same funding contribution percentages and maximum assistance amounts. As with single-family home eligibility, the applicant will need to be the homeowner. Mobile homes would be limited to those that have a Certificate of Title/Registration card through the California Department of Housing and Community Development (HCD). Trailers that have a California Department of Motor Vehicles (DMV) registration would not be eligible.

Additionally, the City does not have jurisdiction over the permitting construction of mobile homes within mobile home parks. Rather, HCD issues permits and inspects construction within mobile home parks. As such, the City's fee schedule and next-day inspection policy will not apply to approved mobile home improvement projects. Building inspection services for mobile home projects will be subject to State of California fees, timeframes, and policies.

Outreach

The expanded program to include mobile homes will be promoted through a comprehensive public information campaign. Outreach will include door-to-door flyer distribution; letters; Neighborhood Watch meetings; social media and City website posts; and an article on the City environmental website.

Fiscal Impact

The proposed expansion of the Home Improvement Program to include mobile homes will increase the number of participants in the program. The four projects budgeted total \$150,000. However, as the current fiscal year is nearing the end, much of the funding may require postponement into FY 2023. Federal HOME funds are sufficient to support the changes in the program.

VISION, MISSION, VALUES, AND STRATEGIC OUTCOMES

The City's Vision, Mission, and Values set the standard for the organization; establish priorities, uniformity and guidelines; and provide the framework for policy decisionmaking. The Strategic Outcomes were implemented to provide a pathway to achieving the Vision of a city that is safe, healthy, and attractive. This item aligns with Strategic Outcomes No. 1: Safe Community; and No 4: Environmental Health.

RECOMMENDED ACTION

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



Home Improvement Program Guidelines Single-Family and Mobile Homes

May 3, 2022

I. OVERVIEW OF PROGRAM

A. Purpose, Goal and Objective of Program

The purpose of the Home Improvement Program is to provide grants and loans to homeowners of owner-occupied detached single-family homes or mobile/manufactured homes with a Certificate of Title/Registration card through California Department of Housing and Community Development for the preservation of decent safe and sanitary housing; to correct hazardous structural conditions; make improvements considered necessary to eliminate blight and improve handicapped access; and, to correct building and health code violations. Grants and/or loans shall be used to cover the cost of necessary housing improvements. Detailed eligibility criteria are outlined under Section II.

B. Source of Funds

The City of Paramount acts as an agent for and is the recipient of the Federal Department of Housing and Urban Development (HUD) HOME Investment Partnership Act (HOME) funds. These funds are targeted to benefit low- and moderate-income persons and to eliminate slum and blight. The City is obligated to fulfill the terms and conditions of its contract with HUD and comply with State and local rules and regulations. The required HOME Investment Partnership Act (HOME) provisions are incorporated in the "Home Improvement Funding Agreement" and are incorporated herein as Attachment "A." The HOME funds are utilized in the form of a grant or a zero-interest loan to income-eligible homeowners.

A copy of the property owner's contribution will be provided to the Finance Department.

C. Types of Assistance Available

1. Qualifying Seniors and Very-Low Income Households:

- a. Eligibility: Households earning less than 50% of the County median income and seniors (62 years of age or older).
- b. Property must be single-family home or mobile/manufactured home and owner-occupied. A mobile/manufactured home must maintain a Certificate of Title/Registration card through California Department of Housing and Community Development
- c. The City of Paramount shall prioritize funding based on property conditions. The City shall also address health and safety issues and Federal, State, and local codes.
- d. The Program shall contribute 90% of the overall cost of construction up to a maximum of \$24,300 in the form of a grant. The property owner shall be responsible for 10% of the overall cost of construction. The owner shall also be responsible for costs exceeding the maximum grant amount of \$24,300.

- e. The Program shall prepare a preliminary cost estimate.
- f. If the property owner can not meet their 10% minimum contribution, the program may provide owner contribution funding in the form of a zero-interest loan. The loan shall range from a minimum of \$2,000 up to a maximum of \$8,000. The loan shall be funded with HOME funds and can cover the property owner's entire financial contribution. For single-family homes, a Deed of Trust shall be recorded against the property with the Los Angeles County Recorder's Office for the amount of the loan. For mobile/manufactured homes, a lien shall be recorded against the Certificate of Title with the California Department of Housing and Community Development. No monthly payments shall be required. The loan is due and payable upon sale, transfer of title, or refinancing of the property. The City shall subordinate its loan one time if the property owner refinances for more favorable terms only (i.e., when no money is withdrawn).
- g. The Program shall pay for 100% of the cost of construction drawings, if needed, beyond the City's 90% financial contribution.
- h. The Program shall pay for 100% of the cost of mandatory lead-based paint testing and remediation, and property appraisal.
- i. The Program shall pay up to \$2,500 to correct code violations. This cost is within the Program's maximum financial contribution.

2. Low and Moderate-income Households:

- a. Eligibility: Households earning between 51% to 80% of the County median income.
- b. Property must be a single-family home or mobile/manufactured home and owner-occupied.
- c. The Program shall prioritize funding based on property conditions. The City shall also address health and safety issues and Federal, State, and local codes.
- d. The Program shall contribute 80% of the overall cost of construction up to a maximum of \$21,600 in the form of a grant. The property owner is responsible for 20% of the overall cost of construction.
- e. The Program shall have a preliminary cost estimate prepared.
- f. If the property owner can not meet their 20% contribution, the Program may provide owner contribution funding in the form of a zero-interest loan. The loan shall range from a minimum of \$2,000 up to a maximum of \$8,000. The loan shall be funded with HOME funds. For single-family homes, a Deed of Trust shall be recorded against the property with the Los Angeles County Recorder's Office for the

amount of the loan. For mobile/manufactured homes, a lien shall be recorded against the Certificate of Title with the California Department of Housing and Community Development. No monthly payments shall be required. The loan is due and payable upon sale, transfer of title or refinancing of the property. The City shall subordinate its loan one time if the property owner refinances for more favorable terms only (i.e., when no money is withdrawn).

- g. The owner shall be required to provide out-of-pocket contribution of a minimum of half of their 20% contribution.
- h. The City shall pay for 100% of the cost of construction drawings, if needed.
- i. The City shall pay for 100% of the cost of mandatory lead-based paint testing and remediation, and property appraisal.

II. APPLICANT ELIGIBILITY REQUIREMENTS

A. Income Eligibility Standards Based on Total Persons in Household.

Participation in the Home Improvement Program shall be limited to applicants whose annual household income does not exceed the Federal or State established income limits. To be eligible for HOME funds, the household must not exceed 80 percent of the average median income adjusted for household size as published annually by HUD. The income limits provide a criterion for eligibility based on the total amount of annual household income per household size. The City shall require documentation of both household size and household income information to determine applicant eligibility. Income shall be reexamined when more than six months has elapsed since the initial determination.

- 1. Definition of Household: For the purposes of determining Program eligibility, "household" means a person or persons occupying a housing unit as the principal place of residence.
- 2. Definition of Annual Income: For the purposes of determining Program eligibility, annual income will include:
 - Wages, salaries, tips, etc.
 - Taxable interest; dividends.
 - Taxable refunds, credits or offsets of State and local income taxes. There are some exceptions – refer to Form 1040 instruction.
 - Alimony (or separate maintenance payments) received.
 - Business income (or loss).
 - Capital gain (or loss). There are some exceptions – refer to Form 1040 instructions.
 - Other gains (or losses) (i.e., assets used in a trade or business that were exchanged or sold).
 - Taxable amount of individual retirement account (IRA) distributions. (Includes simplified employee pension [SEP] and savings incentive match plan for employees [SIMPLE] IRA).

- Taxable amount of pension and annuity payments.
- Rental real estate, royalties, partnerships, S corporations, trusts, etc.
- Farm income (or loss).
- Unemployment compensation payments.
- Taxable amount of Social Security benefits.
- Other income, including prizes and awards; gambling, lottery or raffle winnings; jury duty fees; Alaska Permanent fund dividends; reimbursements for amounts deducted in previous years; income from the rental of property if not in the business of renting such property; and income from an activity not engaged in for profit.

Annual Income will not include:

- Child support.
- Money or property that was inherited, willed or given as a gift.
- Life insurance proceeds received as a result of someone's death.

The City must calculate the annual income of the household by projecting the prevailing rate of income of the family for a 12-month period at the time the City determines that the family is income-eligible. Staff shall use the Part 5 Income Determination Worksheet to calculate the household income. The City shall make the final decision in situations where the classification of income is not clear based on federal regulations.

B. Property Ownership

The applicant(s) must be the current owner(s) of the property and live in the property to be rehabilitated in order to be eligible for Program assistance. The existing grant deed or Certificate of Title must list all current owners of the property. Property owner(s) shall be construed to be any person(s) or legal entity that holds title to the property being rehabilitated. In the case of multiple owners, the signature of each titleholder is required on all appropriate documents. The City shall verify property ownership by completing a title search and shall require all persons currently on the title to give written consent to all work proposed to be done on the property prior to initiating such work.

1. Subsidy Limits

- a. Minimum HOME Investment: The minimum amount of HOME funds is \$1,000.
- b. The minimum only relates to the HOME funds, and not to any other funds that might be used for project costs.
- c. The maximum HOME investment per-unit HOME subsidy limit shall be based on the Section 221(d)(3) program limits for the Los Angeles County area published by HUD each year.

2. Maximum Property Value

- a. To use HOME funds, the value of the HOME assisted property after rehabilitation must not exceed 95 percent of the median purchase price for the area, as published by HUD (203(b) limit), or, in accordance with federal HOME Investment Partnership Act Final Rule, as determined locally through market analysis.
- b. To establish project eligibility, the City of Paramount shall obtain an appraisal of the property.

C. Documentation Required

The applicant(s) must submit the following documents in order to determine eligibility:

1. City Application;
2. Copy of Federal Income Tax forms for the previous year (2 years if applicant is self-employed), including W-2 form(s);
3. Copy of recent property tax bill;
4. Copy of three months of recent payroll check stubs, Social Security checks, Social Security SSI checks, AFDC checks or pension and retirement checks;
5. Copy of three recent bank statements;
6. Copy of two (2) recent utility bills;
7. Copy of insurance policy for the property;
8. Copy of identification with photograph. (e.g., drivers license, passport);
9. Proof of Ownership:
Single-Family Homes
Most recently recorded Grant Deed. If an applicant does not have a copy, an applicant may obtain one from:

L.A. County Registrar-Recorder/County Clerk
12400 Imperial Highway, 1st Floor, Windows 1-14
Norwalk, CA 90650 (800) 815-2666

Mobile/Manufactured Homes
Certificate of Title and/or Registration Card. If an applicant does not have a copy, an applicant may obtain one from:

California Department of Housing and Community Development
Riverside District Office
3737 Main Street, Suite 400
Riverside, CA 92501 (951) 782-4431

D. Re-application Period

In order to give as many persons the opportunity to participate in the Home Improvement Program, any applicant(s) who has participated in the Program shall not be permitted to participate for a five (5) year period as measured from the date of the Notice of Completion for the previously funded project.

III. PROPERTY ELIGIBILITY REQUIREMENTS

A. Target Areas Eligible Under Program

To be eligible for the Home Improvement Program, the property to be repaired must be used for single-family detached homes or mobile/manufactured homes with a Certificate of Title/Registration card through California Department of Housing and Community Development and located within the city limits of the City of Paramount.

B. Minimum Property Rehabilitation Standards

All work performed under the Home Improvement Program shall meet all applicable standards contained in the program's HQS, City's adopted Zoning Ordinance, local building and safety codes, the Uniform Building Code, and any other codes as designated by the Planning Department and/or the State of California Housing and Community Development.

C. Eligible Structures

Buildings or structures eligible for rehabilitation under this Program are owner-occupied detached single-family homes, or mobile/manufactured homes. The applicant must permit interior inspections of the property by the City staff and consultants. If a loan is requested, the City must hold the first (1st) or second (2nd) lien on the property. Exceptions will be reviewed on a case-by-case basis. The maximum loan to value ratio is 90% after the loan is awarded.

D. Rehabilitation Needs Which May Warrant Repair

For each eligible property, the following health and safety items and code violations shall be considered prior to all other home repairs:

1. Smoke Detectors;
2. Roof (including a flat roof);
3. Windows;
4. Plumbing (only in extreme cases where the owner does not have hot water or there is a major leak at the kitchen sink);
5. Electrical wiring (GFCI) in bathroom and kitchen;
6. Heating/Cooling System;
7. Foundation;
8. The elimination of specific conditions detrimental to public health and safety which have been identified by the City;
9. Removal of security bars from windows.

E. Ineligible Renovation

The following improvements are not eligible for financing through the Home Improvement Program.

1. New construction;
2. Reimbursement for an owner's personal labor;
3. Appliances; purchase, installation, or repair of furniture;
4. Demolition that does not improve the existing structure;
5. Repairs that are interim in nature;

6. Wrought iron security devices;
7. Recreational equipment, facilities, or repairs;
8. Kennels;
9. Bath houses, swimming pools, saunas, hot tubs, jacuzzis;
10. Photomurals, stands, television antennas, valances, cornice boards;
11. Burglar alarm;
12. Fire extinguishers;
13. Greenhouses;
14. Drapes;
15. Barbecue pits;
16. Any items considered to be luxury items as determined by the City;
17. Detached garages or structures (if HOME-funded) unless health and safety code violations exist.

NOTE: THIS LIST OF INELIGIBLE IMPROVEMENTS IS NOT EXHAUSTIVE. THE CITY WILL MAINTAIN THE DISCRETION TO DETERMINE WHETHER A PARTICULAR IMPROVEMENT IS ELIGIBLE OR NOT.

IV. PROGRAM PROCEDURES

A. Applicant Intake and Eligibility Determination

1. Application. Persons may apply for Home Improvement Program funds by completing application forms available at the City and submitting such materials to the City of Paramount, attention Home Improvement Program. Applications shall be reviewed in the order in which they are received.
2. Verification and Eligibility Determination. The City shall verify all sources of household income. Household income must be verified before applicant eligibility can be established. Income verification information shall be updated, and applicant eligibility predetermined if such information is more than six months old prior to the beginning of rehabilitation work. Applicants shall be notified in writing regarding eligibility status.
3. Written Agreement. Once an applicant and the property are determined to meet HOME requirements, a written agreement shall be executed between the City and the property owner. The purpose of the written agreement is to ensure compliance with HOME regulatory requirements and shall be the basis for the commitment of HOME Investment Partnership Program funds.
4. Rehabilitation Feasibility Determination. Once an applicant is determined to meet eligibility requirements, an initial inspection of the property shall be made by the Home Improvement Program Inspector to determine the extent of any building deficiencies that may be corrected through the Program. A Work Write-Up (line item description of proposed eligible work) will be prepared by the Program Inspector.

5. Processing. As a goal, processing time from the date the City determines that the applicant is eligible for assistance under the Program until a grant and/or loan is approved or denied shall be fourteen (14) days.
6. Approval and Notifications. Grants and loans shall be approved by City staff. In order to obtain financing, applicants must meet all property and eligibility guidelines in effect at the time of funding approval. Applicants shall be provided written notification of approval or denial. Reasons for project denial will be provided to the applicant in writing.
7. Historical Review. The Program consultant shall prepare a State of California historical assessment form for the subject property and attach required photographs (unless exempt) for processing with the State of California Historical Review Division.
8. Processing of Loan. Copies of the Work Write-Up and other pertinent documents shall be reviewed for title verification prior to issuance of any loan.

B. Procurement and Contractor Selection

1. Procurement. The property owner(s) shall be responsible for obtaining a minimum of three (3) bids for the proposed work. In order to assist the property owner(s) the City shall maintain a list of pre-qualified contractors who have expressed interest in bidding on home improvement work and have been cleared through the State of California Contractor's License Board. The list should not be considered a recommendation on behalf of the City. Owners should screen any contractors who are providing bids on the work. The City shall coordinate with the property owner to obtain at least three (3) estimates from qualified contractors for each home improvement project. Estimates shall be submitted in the form prescribed by the Home Improvement Program.

A funding spreadsheet shall be generated based upon the Work Write-Up, delineating line item costs attributable to each source of funds (HOME, owner contribution), as applicable, and based on the eligibility of improvements for the respective funding sources.

2. Selection. In accordance with HOME Investment Partnership Act (HOME) regulations, the contractor who is considered to be the lowest responsible bidder and is cleared by the Contractor's State Licensing Board and is eligible to participate on Federal projects through the System for Award Management (SAM) shall be awarded the contract.
3. Contractor Insurance/License File. The City shall maintain a file for each contractor performing work pursuant to the terms and conditions of this program. The file shall include the following information:
 - Contractor's social security number or federal tax ID number;
 - Copies of the contractor's current liability and worker's compensation insurance policies;
 - Copies of the contractor's current California Contractor's License;
 - Copy of City Business License; and,
 - A list of all of the subcontractors (including license number) to be used by the General Contractor.

Any contractor with lapsed insurance or contractor's license shall be removed from the job until he/she is able to provide proof of current insurance and/or license. All contractors shall be required to obtain a building permit from the Building Division of the Planning Department or State of California Housing and Community Development office prior to commencing work.

4. Ineligible Contractors. The City and the applicant(s) shall not award any contract for rehabilitation work, to be paid for in whole or in part with proceeds from a Home Improvement Program loan/grant, to any contractor who is not a California licensed contractor, who cannot produce sufficient evidence of current Worker's Compensation and Liability Insurance coverage, or who is ineligible to participate on Federal projects through the System of Award Management (SAM) or on the City's list of unreliable or irresponsible contractors. Unreliable or irresponsible contractors include those without a contractor's license, worker's compensation, general liability insurance, and in poor standing with the California Contractors Board. It also includes those contractors or laborers whereby city staff has received resident complaints. The City and the applicant(s) shall not award any contract for rehabilitation work to a contractor holding three (3) open projects within the City of Paramount.

C. Award of Contract

1. Notification. The City shall notify the contractor of the award of bid and shall establish a date and time for the pre-construction conference.
2. Rehabilitation Construction Contract. The contract for the approved rehabilitation work shall be prepared by the City and shall be entered into between the property owner and the selected contractor. The City may require the inclusion of certain contractual terms in accordance with Federal and City requirements. In the event of any dispute arising under this Program, the injured party shall notify the injuring party in writing of its contentions as specified under the contractor agreement between the property owner and the contractor.
3. Private Arrangements. The City cautions the property owner and the contractor not to enter into "side deals" for additional work or deviations from the approved Work Write-up. No unauthorized work shall be compensated by City to contractor.

D. Preconstruction Meeting

Prior to construction, the City shall arrange a preconstruction meeting which shall be attended by the contractor, subcontractor(s) if applicable, the property owner, and Program staff and/or Consultant. The purpose of this meeting is to explain all applicable Federal and City requirements including Program requirements and procedures, coordinate and schedule the work start date, perform a job walk and answer questions related to contract documents and the scope of work to be performed.

E. Start of Construction

No work shall commence until a "Notice to Proceed" has been issued to the contractor, signed by the property owner and the City representative. In addition, no work shall commence until the proper permits have been issued by the Building Division of the Planning Department or State of California Housing and Community Development office.

F. Progress Payments to Contractor and City/State Inspections

1. Inspections and Complaints. To ensure the integrity of the authorized repair work, the Program Inspector shall conduct site inspections prior to the issuance of progress payments and prepare detailed inspection reports which identify any deficiencies in a contractor's materials or workmanship. The Program Inspector shall make regular and/or unannounced inspections of work in progress to identify the quality of work and assess satisfaction of the property owner(s). These inspections are in addition to the normal inspections required by the Building Division of the Planning Department or State of California Housing and Community Development office.
2. Payment Request Packages. The contractor shall submit payment request packages to the City in the prescribed format. All requests shall be signed by the contractor, homeowner, and Program inspector, certifying that the work has been satisfactorily completed. All pertinent invoices, mechanics lien releases, certifications, contractor and equipment warranties, and copies of applicable permits shall be attached to the payment request. A payment shall not be released to the contractor if the invoice does not include applicable documentation. Final payment request must also include the owner's certification of acceptance, Building Division sign-off card (or equivalent written sign-off from the California Housing and Community Development office), and the Notice of Completion. Payment request packages shall be submitted to the City for approval. A maximum of three (3) progress payments minus a 10% retention may be submitted. The final payment for the 10% retention shall be paid 35 days after the Notice of Completion is recorded.

G. Applicant Complaint Resolution Process

Complaints concerning the Program should first be made to the Home Improvement Program Coordinator. If unresolved to the satisfaction of the applicant, an appeal may be made, in writing, to the Home Improvement Program of the City of Paramount. The applicant shall be allowed to present all pertinent facts to the City that may have a bearing on the particular issue to be resolved. The decision of the City shall be final.

H. Resolution Process – Disagreement between Contractor and Applicant

Disagreements between applicant and the contractor or his employees or subcontractors shall first be addressed between the applicant and the contractor. The applicant and/or the contractor shall provide the other party a written letter detailing the reason for the disagreement and requesting a resolution within 7 days of the date of issuance. Such letter shall be sent via U.S. Postal Service "Registered Mail – Return Receipt." If the disagreement is unresolved to the satisfaction of the applicant or the contractor, either party shall notify the Home

Improvement Program Coordinator in writing explaining the reasons for the disagreements and the steps that have been undertaken to resolve the disagreement. The Home Improvement Coordinator shall make a recommendation on how to resolve the disagreement. If the disagreement remains unresolved, either party may appeal the decision by requesting a review of the disagreement by the Planning Director of the City of Paramount. Both parties will be allowed to present all pertinent facts to the City that may have a bearing on the particular issue to be resolved. The decision of the Director shall be final.

I. City's Responsibilities and Applicant's Responsibilities

1. Property Maintenance. The homeowner shall be responsible for property maintenance during the rehabilitation work (contractor shall be responsible for keeping the property clean of all construction material) in conformance with the Paramount Municipal Code. The homeowner shall be responsible for insuring that the rehabilitation work is not impeded because of unmaintained property or general sloppiness, and those items of value, including pets, is secured. The City shall encourage that the contractor and his/her employees provide adequate protection to the homeowners' property, both interior and exterior, during the rehabilitation process.
2. Property Tax Bills. A copy of current property tax bills for the subject property must be submitted to the City as part of the application process. The property owner(s) is/are responsible for ensuring that the property taxes are current. If an applicant's property tax statement indicates a delinquency at the time of the Program application, the City shall not proceed with grant and/or loan processing until it is supplied with a Certificate of Redemption from the Los Angeles County Tax Assessor's Office or other appropriate documentation of proof of payment.
3. Notice of Completion: The property owner shall be responsible for executing a Notice of Completion within 10 days of the completion of the work.

J. Project Related Soft Costs - HOME Fund.

1. Reasonable and necessary soft costs include but are not limited to the following:
 - Specification writing or related professional services.
 - Financing costs such as private lender fees and loan points; credit and title costs; recordation fees; building permits; legal fees; and appraisal fees.
 - Affirmative marketing, information services and counseling.
 - Project-specific staff and overhead costs (e.g., cost of staff and consultant time to prepare environmental, Work Write-up, grant and loan documents, etc.).
2. Invoices shall be coded to the appropriate fund account and processed through the Finance Department. The Finance Department shall track expenditures per project address.

3. Upon execution of a Contractor-Owner Agreement, the owner's financial contribution shall be transmitted to the Finance Department.
4. If the property owner withdraws, cancels, or is terminated due to a lack of response, soft costs incurred and drawn-down from the federal Integrated Disbursement and Information System (IDIS) shall be returned to the U.S. Treasury.

V. OTHER PROGRAMMATIC REQUIREMENTS

A. Bonus, Commission, or Fee

The applicant shall not pay any bonus, commission, or fee for the purpose of obtaining approval of the grant application, or for any other approval or concurrence as may be required by the City, pursuant to the provisions of this Program.

B. Conflict of Interest

No Program grant or loan shall be provided to any member of the governing body of the City of Paramount, nor any designee of the City, who is in a decisionmaking capacity in connection with the administration of the Program. No member of the above organizations shall have any interest, direct or indirect, in the proceeds from the Program grant or loan or in any contract entered into by the applicant for the performance of the work, financed, in whole or in part, with the proceeds of the grant or loan.

C. Disclosure of Information

The City is a public agency and information or records (with the exception of financial information which falls under Government Code Section 6250 (c), and Section 7460 et seq.) submitted or released to the City by the applicant may be considered public records and subject to disclosure under the Public Records Act, Government Code section 6250 et seq.

D. Equal Opportunity Policy

The City shall not discriminate based upon sex (including gender identity and sexual orientation), age, race, creed, color, religion, national origin, marital status, ancestry, or disability in the awarding of the contract for rehabilitation of property assisted by a Program grant or loan.

The City shall not discriminate upon the basis of sex (including gender identity and sexual orientation), age, race, creed, color, religion, national origin, marital status, ancestry, or disability in accepting applications and processing Program grants or loans.

E. Lead-Based Paint Notification

A Lead-Based Paint (LBP) Notification shall be provided to all applicants by the City as part of the application process. Such notice shall be signed and dated by the applicant and a copy shall be maintained in the project file. Upon completion of lead-based paint testing, the property owner shall be notified, in writing, of the test results and shall be provided a copy of the report. If remediation or abatement of lead-based paint is conducted, a follow-up clearance test shall be

conducted. The results of the test and a copy of the evaluation report shall be provided to the homeowner in written form.

If remediation or abatement of lead-based paint is required, the City shall obtain documentation for any lead-based paint clearance activities from clearance contractors and maintain a copy in the project file in compliance with 24 CFR 35.1340(b)(1).

F. Substitution of Contractor

In the event that the selected contractor fails or refuses to complete the work in a professional and workmanlike manner as set forth in the Rehabilitation Construction Contract, including its General Conditions and Standard Specifications, or fails to use due diligence in performing the required work, the property owner(s) may terminate the Rehabilitation Construction Contract, upon providing proper notice to such contractor. The City shall assist the homeowner in completing the necessary termination documentation, as needed. No further rehabilitation is to commence until the Request for Substitution of Contractor and Termination of Contract Form, releasing the original contractor from his/her contractual obligations, is on file at the City, and a new contract is signed between the substitute contractor and the homeowner(s).

- G. Noncompliance by Original Contractor. The City shall inspect the job and compile a list of incomplete or unacceptable items to determine the extent of work to be completed by the substitute contractor. Funds withheld from the original contractor shall be delineated on the form. Lien releases and invoices from the original contractor and subcontractor(s) must be provided by the contractor. The City shall prepare a revised Work Write-up, based upon the City's inspection findings, which contains only those items necessary to complete the job. The homeowner shall obtain a substitute contractor willing to perform such work, and, to the extent possible, negotiate the total contract price with the new contractor to ensure that the new contract does not exceed available grant funding. A new Rehabilitation Construction Contract and Notice to Proceed shall be prepared by the City and appropriately signed.

H. Davis-Bacon Requirements

In accordance with Federal Regulations, Davis-Bacon requirements apply to the rehabilitation of residential property only if such property contains 12 units under the HOME Program. Therefore, this program is exempt from the Davis-Bacon requirements.

I. HOME Investment Partnership Act Program and Integrated Disbursement and Information System (IDIS) Set Up and Completion Procedure

Upon the execution of a written agreement with the property owner, the Home Improvement Program staff shall prepare and submit a "*Homeowner Rehab Set Up and Completion Form*" to the City of Paramount CDBG Consultant. The City of Paramount CDBG Consultant shall set-up project information on IDIS. Upon the completion and release of the 10% retention, the Home Improvement Program staff shall submit a completion notice to the City of Paramount CDBG Consultant. The City of Paramount CDBG Consultant shall update and close out the project on IDIS.

J. Insurance, Assessments, Dues, etc.

All taxes, assessments, dues, and insurance premiums currently due or in arrears on the real estate must be paid before a grant and/or loan is made. The property must have sufficient fire insurance as necessary to protect the owner and the City's interest in the property.

K. Property Appraisal

The Work Description is the basis for the appraiser to be able to estimate the value of the property after the rehabilitation work has been completed in accordance with the Work Description. Once completed, the appraisal shall be reviewed to determine that the post-rehabilitation value does not exceed 95% of the median sales price as determined in accordance with 24 CFR 92.254(a)(2)(iii). If after-rehab appraisal meets the requirements, applicant may proceed. If value exceeds the limit, applicant will be informed that the property is ineligible for funding.

VI. AMENDMENTS

Amendments to these guidelines may be made from time-to-time by the City Manager. Authority to substantially modify the guidelines shall rest on the City Council, with the exception of Federal and State regulations.

ATTACHMENT “A”

CITY OF PARAMOUNT HOME IMPROVEMENT PROGRAM

HOME IMPROVEMENT FUNDING AGREEMENT

This Home Improvement Funding Agreement, dated _____, 20xx (the “Agreement”) is hereby entered into by and between the City of Paramount, a municipal corporation (the “City”) and _____ (the “Participant”).

This Agreement stipulates the conditions for participation in the City of Paramount’s Home Improvement Program (the “Program”) and the conditions under which the City will reserve funding for the rehabilitation of the property listed herein. Rehabilitation of the property must be completed no later than _____. The Program is being funded with and subject to the terms, conditions, and restrictions of the Federal HOME Investment Partnership Program as set forth in 24CFR Part 92, and/or the Federal Community Development Block Grant Program as set forth in 24CFR Part 570, all of which are hereby incorporated by this reference.

It is agreed by and between the parties hereto that the following requirements must be met as a condition of program participation and program funding:

1. Participant is eligible for participation in the Program by virtue of ownership and principal residency within a single-family residential or mobile/manufactured property located within the corporate city limits of the City of Paramount, and which is in need of rehabilitation.
2. The property being rehabilitated by Participant under the Program is located at: _____, Paramount, CA 90723.
3. Participant’s household income is eligible for Program participation as a low-income family with an annual household income that does not exceed the current 80% of area median income limits for Los Angeles, as adjusted for household size.
4. Participant acknowledges and agrees that the Property rehabilitated under the Program must be maintained as the principal residence of Participant upon completion of the rehabilitation contemplated under this Agreement.
5. City and Participant agree that Program financial assistance for the proposed rehabilitation work contemplated under this Agreement exceeds the minimum Program requirement of \$1,000, and that program funding is subject to compliance with the requirement that the post rehabilitation value of the Property will not exceed the current HUD approved FHA 203(b) value limit for Los Angeles County of \$_____ for 20__.
6. City shall provide program funds in an amount not to exceed \$35,000 (“HOME Investment Amount “grant” and/or “City Loan”) for the repair of the Property. Participant and City agree that the proceeds of the City shall be used solely for the repair and rehabilitation of the Property and eligible costs related to such repair. The amount of assistance provided to the homeowner is subject to the approved budget in attachment “A”. The scope of work for the repair of the Property is subject to the approval of the agreement between the Owner and Contractor as provided in attachment “B”.
7. Rehabilitation performed on the Property shall meet all applicable City and State codes, zoning ordinances, and rehabilitation standards at the time of project completion, as required under 24CFR 92.251.

8. Rehabilitation performed shall meet the lead-based paint requirements required in 24 CFR 35, Subparts A, B, J, and R.
9. Relocation is not contemplated nor required as a part of this rehabilitation activity.
10. City and Participant agree to comply with the following applicable Federal requirements as noted in the respective program regulations:
 - (a) Nondiscrimination and equal opportunity. The Fair Housing Act (42 U.S.C. 3601–19) and implementing regulations at 24 CFR part 100 et seq. ; Executive Order 11063, as amended by Executive Order 12259 (3 CFR, 1959–1963 Comp., p. 652 and 3 CFR, 1980 Comp., p. 307) (Equal Opportunity in Housing Programs) and implementing regulations at 24 CFR part 107; title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4) (Nondiscrimination in Federally Assisted Programs) and implementing regulations at 24 CFR part 1; the Age Discrimination Act of 1975 (42 U.S.C. 6101–6107) and implementing regulations at 24 CFR part 146; section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and implementing regulations at part 8 of this title; title II of the Americans with Disabilities Act, 42 U.S.C. 12101 et seq. ; 24 CFR part 8; section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR part 135; Executive Order 11246, as amended by Executive Orders 11375, 11478, 12086, and 12107 (3 CFR, 1964–1965 Comp., p. 339; 3 CFR, 1966–1970 Comp., p. 684; 3 CFR, 1966–1970 Comp., p. 803; 3 CFR, 1978 Comp., p. 230; and 3 CFR, 1978 Comp., p. 264, respectively) (Equal Employment Opportunity Programs) and implementing regulations at 41 CFR chapter 60; Executive Order 11625, as amended by Executive Order 12007 (3 CFR, 1971–1975 Comp., p. 616 and 3 CFR, 1977 Comp., p. 139) (Minority Business Enterprises); Executive Order 12432 (3 CFR, 1983 Comp., p. 198) (Minority Business Enterprise Development); and Executive Order 12138, as amended by Executive Order 12608 (3 CFR, 1977 Comp., p. 393 and 3 CFR, 1987 Comp., p. 245) (Women's Business Enterprise).
 - (b) Disclosure requirements. The disclosure requirements and prohibitions of 31 U.S.C. 1352 and implementing regulations at 24 CFR part 87; and the requirements for funding competitions established by the Department of Housing and Urban Development Reform Act of 1989 (42 U.S.C. 3531 et seq.).
 - (c) Debarred, suspended, or ineligible contractors and participants. The prohibitions at 2 CFR part 2424 on the use of debarred, suspended, or ineligible contractors and participants.
 - (d) Drug-Free Workplace. The Drug-Free Workplace Act of 1988 (41 U.S.C. 701, et seq.) and HUD's implementing regulations at 24 CFR part 21.
11. City and Participant agree to comply with the provisions of Section 282 of the HOME Investment Partnerships Act regarding nondiscrimination: "No person in the United States shall on the grounds of race, color, national origin, religion, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available under this title. Any prohibition against discrimination on the basis of age under the Age Discrimination Act of 1975 or with respect to an otherwise qualified handicapped individual as provided in section 504 of the Rehabilitation Act of 1973 shall also apply to any such program or activity. [42 U.S.C. 12832]"
12. Prior to the issuance of the funds, the participant is required to execute a promissory note ("Note") and deed of trust or security agreement for the amount of the City Loan provided for the rehabilitation of the Property.
13. Participant is required to provide any required co-payment funds as a condition of program approval, prior to the contracting of repair activities.

14. Participant is required to comply with all City program requirements as a condition of program funding.

IN WITNESS WHEREOF, the Participant and the City have caused this Home Improvement Funding Agreement to be executed by their duly authorized respective officers, all as of the date first above written.

CITY OF PARAMOUNT:

By: _____
(Name)
Planning Director

PARTICIPANT:

(Name)
Property Owner

MAY 3, 2022

DISCUSSION REGARDING DISBURSEMENT OF THE CITY OF
PARAMOUNT'S ALLOCATION OF CMFA BOND ISSUANCE FEES

MOTION IN ORDER:

APPROVE OR MODIFY THE PROPOSED DISBURSEMENT OF THE CITY
OF PARAMOUNT'S ALLOCATION OF CMFA BOND ISSUANCE FEES.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council

From: John Moreno, City Manager

By: David Johnson, Community Services Director

Date: May 3, 2022

Subject: DISCUSSION REGARDING DISBURSEMENT OF THE CITY OF PARAMOUNT'S ALLOCATION OF CMFA BOND ISSUANCE FEES

BACKGROUND

At the January 18, 2022 City Council meeting, the City Council was presented with and selected several non-profit organizations to receive an allocation of the one-time bond issuance fee from the California Municipal Finance Authority (CMFA) of \$125,000 specified for allocation to non-profit organizations. As was mentioned at the January 18 meeting, the City of Paramount also directly received a one-time bond issuance fee of \$125,000 for use by the City. The City's allocation of funds need to be allocated to an appropriate budget with identification of our proposed uses of these funds. As required by CMFA, all funds will be allocated to the FY 22 budget and disbursed or expensed prior to the end of the fiscal year.

As part of the non-profit disbursement, Pathways Hospice, Su Casa, and Community Family Guidance Center were scheduled to receive their portion of the non-profit CMFA disbursement according to the City Council approved allocation of 50% to Pathways, and 25% to both Su Casa and Community Family Guidance Center. Unfortunately, escrow disbursed the funds equally and each non-profit received approximately \$41,600 each or one-third of the disbursement amount.

DISCUSSION

The City Council has discretion as to the allocation and disbursement of the City's portion of the bond issuance fee. Below are some items for consideration:

Pathways Hospice

Since Pathways Hospice was originally promised an allocation of \$62,500 (50% of the \$125,000), staff is recommending that Pathways receive \$20,000 from the City's CMFA allocation to correct this error.

Other Community Organizations

There were 5 community organizations that provide a variety of services to our community that were not allocated funds from the CMFA non-profit disbursement agreed upon in January 2022. Staff is recommending allocating \$60,000, or \$12,000 each, to the 5

community organizations we support each year that did not receive direct funding from the CMFA non-profit disbursement: Pools of Hope, Children's Clinic, Children's Dental Center, Helpline Youth Counseling, and Little House.

Paramount Arts in the Community

In support of our Paramount Arts in the Community Program, and to make it easier for our youth to participate and engage in the arts, staff is recommending \$20,000 of the City CMFA allocation to go toward the purchase of youth art packets/gift cards. These art packets and gift cards will be used going forward to support our young residents with the supplies they need to engage in creating art for personal enjoyment and participation in the variety of art programming that we are offering to the community.

Eco-Friendly

The last recommended use of the City's CMFA allocation is to purchase Big Belly Recycling Trash Units in the amount of \$25,000 to place at City park facilities to encourage recycling of trash materials on the park and provide an aesthetically pleasing trash unit that provides maintenance efficiencies. The trash units actually communicate their status to maintenance staff regarding whether or not they need to be emptied allowing more efficient maintenance of the units.

SUMMARY

In summary, staff is proposing the following amounts to be assigned to our FY 22 budget for disbursement or purchase of the following items from the City's CMFA \$125,000 allocation.

Recommended Allocation to FY 22 Budget	Amount
Pathways Hospice	\$20,000
California Aquatic Therapy and Wellness Center, Inc.	\$12,000
The Children's Clinic	\$12,000
Children's Dental Health Clinic	\$12,000
Little House	\$12,000
Helpline Youth Family Counseling Services, Inc.	\$12,000
Paramount Arts in the Community Youth Art Packets & Gift Cards	\$20,000
Eco-Friendly Park Recycling Trash Units	\$25,000
TOTAL	\$125,000

VISION, MISSION, VALUES, AND STRATEGIC OUTCOMES

The City's Vision, Mission, and Values set the standard for the organization; establish priorities, uniformity and guidelines; and provide the framework for policy decision making. The Strategic Outcomes were implemented to provide a pathway to achieving the City's Vision. This item aligns with Strategic Outcome No. 2: Community Health.

RECOMMENDED ACTION

It is recommended that the City Council approve or modify the proposed disbursement of the City of Paramount's allocation of CMFA bond issuance fees.

MAY 3, 2022

REVISIONS TO COMMUNITY GARDEN RULES AND GUIDELINES

MOTION IN ORDER:

APPROVE OR MODIFY THE PROPOSED REVISIONS TO THE
COMMUNITY GARDEN RULES AND GUIDELINES.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council
From: John Moreno, City Manager
By: David Johnson, Community Services Director
Date: May 3, 2022

Subject: REVISIONS TO COMMUNITY GARDEN RULES AND GUIDELINES

BACKGROUND

The City of Paramount operates a community garden in the Orange/Cortland neighborhood to serve the gardening needs of our residents. The community garden is located on land that is leased from Southern California Edison. Paramount residents are allowed to lease garden plots from the City at \$15 per plot, per year. Residents that lease plots are able to retain these plots for their use until such time they relinquish the plot, fail to follow City policies regarding garden use, fail to pay their annual lease payment, are unable to continue gardening due to age or disability, or they are deceased. Staff maintains a permanent waiting list for the gardens and we contact residents on the waiting list when garden plots become available.

In 2013, staff brought before the Parks and Recreation Commission a revised set of garden rules and guidelines that addressed issues not previously covered in the rules and guidelines including: lack of planting in garden plots, planting of non-edible plants, overly tall plants that shade adjacent plots, debris, over planting of cactus, and planting outside designated areas. While we attempt to address these issues with the gardeners, there have been some questions about some of the garden plots, including whether or not they're Paramount residents and/or who was actually gardening the plots. Since 2013, several gardeners have been expelled because they were no longer Paramount residents or had essentially handed their gardens over to family members because they could no longer garden themselves. This finally allowed some movement on our garden wait list and allowed new gardeners to obtain available plots.

DISCUSSION

At the April 20, 2021 City Council meeting, staff presented a report providing a review of future community garden opportunities. Since that meeting several changes were implemented.

Garden Plot Policy Changes

At the Paramount City Council meeting on April 20, 2021 staff received direction from the City Council to limit future lease of the garden plots to only one versus the current two plots. This phased-in process will happen over the next two years. This has been done to increase the number of available plots so that more residents have the opportunity to garden. The gardeners received a letter back in May 2021 informing them of this policy change. We notified the gardeners that we would be reducing some of the garden plot leases to a single plot beginning in January 2022 and the remaining plots would be reduced in January 2023. The first phase reduction of plots occurred on the west side of the garden opening up 14 new plots in addition to 6 additional garden use reductions on the east side. As a result, 20 plots have been made available to residents on our waiting list.

Garden Upgrades

Much needed upgrades to the garden plots was recently completed. The garden plots are now clearly delineated using wood boards that did not exist prior to the renovation. This made it difficult to identify separate garden spaces and allowed gardeners to grow beyond their allowed border. The dirt path running down the middle of the garden was replaced with a gravel path to improve cleanliness and aesthetics of the garden site. Additionally, we are working with a non-profit agency, L.A. Compost, to install composting bins on site to allow the gardeners to create their own fertilizer from the composting of their organic waste material. Gardeners will receive composting instruction from the L.A. Compost staff.

With the improvements to the garden, staff is recommending additional changes to the garden rules to improve the operation and accessibility of the community garden. Staff continues to address issues with existing gardeners following our garden rules and guidelines, specifically the maintenance of their gardens, planting of non-edible plants, overgrown or tall plants/shrubs, above-ground planters, and tools/equipment /chairs being left behind.

Proposed Changes to the Community Garden Rules

1. The growth and size of cactus planting - While cactus is an edible plant, the excessive planting of cactus creates shading issues for adjacent plots and creates a look in the gardens of neglect and non-use. We were recommending that we grandfather in the existing gardeners prior to January 2022 and allow them to keep their currently cultivated cactus but disallow cactus cultivation for new gardeners
2. Length of time a gardener can maintain a lease – Currently, a gardener can lease the same plots year after year. We have had gardeners control a garden space for 20-30 years, which often involves a violation of our rules with the original gardener allowing other family members to garden the site. We are recommending that garden leases to an individual be limited to 10 years, if there is a waiting list.

3. Gardener and spouse – While the rules related to the gardens do not allow for the transfer of the garden to other members of the family, staff is recommending that upon the death or inability of the garden lease holder, the legal domestic spouse can assume the garden lease for any remaining time on the current lease and allowed period of renewals.

4. Garden Instruction – Staff is proposing that all gardeners attend one mandatory workshop per year hosted at the garden to go over rules and to instruct them about the proper disposal of nonorganic trash and the proper composting procedures for organic waste that they need to follow at the garden. These workshops would take place in November during the registration for the following year. Our gardens are intended to be actively maintained and gardened year-round to provide healthy fruits and vegetables for consumption by the gardener and their family.

VISION, MISSION, VALUES AND STRATEGIC OUTCOMES

The City's Vision, Mission, and Values set the standard for the organization; establish priorities, uniformity and guidelines; and provide the framework for policy decision making. The Strategic Outcomes were implemented to provide a pathway to achieving the City's Vision. This item aligns with Strategic Outcome No. 2: Community Health and No. 4: Environmental Health.

RECOMMENDED ACTION

It is recommended that the City Council approve or modify the proposed revisions to the community garden rules and guidelines.

MAY 3, 2022

AGREEMENT FOR BUSINESS LICENSE COMPLIANCE AND
OPERATIONS MANAGEMENT SERVICES WITH HDL COMPANIES, LLC

MOTION IN ORDER:

APPROVE THE AGREEMENT FOR HDL COMPANIES, LLC TO
PROVIDE THE CITY WITH BUSINESS LICENSE COMPLIANCE AND
OPERATIONS MANAGEMENT SERVICES.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council

From: John Moreno, City Manager

By: Andrew Vialpando, Assistant City Manager
Kim Sao, Finance Director

Date: May 3, 2022

Subject: AGREEMENT FOR BUSINESS LICENSE COMPLIANCE AND OPERATIONS MANAGEMENT SERVICES WITH HDL COMPANIES, LLC

BACKGROUND

The City of Paramount requires all businesses performing any service or transaction to obtain a business operating license before doing business in the City. This requirement applies to all businesses, including one-person home-based operations. The City administers approximately 3,000 active business license accounts, renewed annually. Business licenses generate approximately \$530,000 per year in revenue.

The City's business license program is administered by the Finance Department. Administration of the program involves fielding inquiries and manually processing new business license applications and renewals. Current processing requires businesses to apply for their licenses in-person and renew in-person or by mail, which can only be processed during City Hall business hours. Another aspect of the business license program is compliance and enforcement. Although the City strives for 100 percent business license compliance, limited staffing and resources make the task virtually unfeasible. Moreover, the City temporarily eased its compliance and enforcement efforts to offer relief to businesses from the impacts of the COVID-19 pandemic. With the economy reopened and fully functioning, the City desires to allocate resources to modernize its business license program and ramp up compliance and enforcement efforts.

DISCUSSION

The City has contracted with HdL Companies, LLC (HdL) for many years to provide management services for Property Tax, and Sales and Use Tax.

As part of their portfolio of services, HdL also offers business license administrative and technical support services. Through these services, HdL manages the overall business license process (initial applications and renewals) electronically. The services include processing of new business licenses and renewals; payment processing; on-line services; business support; collection services; compliance management; and, one-time consulting services to assist the City in exploring options regarding modifications to the current business license structure and updating the City's Municipal Code.

HdL Business License Services Features

The following is an overview of the modernized and enhanced features offered by HdL for its business license administrative and technical support services.

- Provides businesses with multiple support options for registering, renewing, making payments and for general inquiries in multiple languages via online, telephone, email, and fax. In-person support will still be available at City Hall.
- The Compliance Management program is designed to identify, register and collect from business entities which are not compliant with the City's Municipal Code. HdL works closely with the City to send correspondence in multiple formats and languages to gain compliance.
- Enriched Data Portfolio (EDP) offers an enhanced listing of entities subjected to taxation in the City. These entities are electronically matched to the existing files of the City using advanced data matching algorithms, allowing HdL staff to identify which entities are compliant and which entities require follow up.
- Experienced field crews, equipped with the most advanced tools available (mobile mapping/GPS systems, tablet computers pre-loaded with various City and state-wide databases, etc.) will canvass commercial areas of the City to develop and enhance the leads identified in the EDP. Field Surveys provide additional inventories of active businesses as well as to provide on-site verifications of data pulled from other sources.

Staff is recommending that the City Council approve an Agreement with HdL to provide the City with Business License Compliance and Operations Management Services. Contracting with HdL for business license operations management and compliance services is expected to improve the overall efficiency of business license application and renewal process. Specifically, the upgrades will result in expanded convenience and modernization of the business license system by offering online applications and renewals, an expanded customer service base using cutting-edge technology and resources, and streamlined account management. Moreover, the upgrade will likely increase revenues and enable the City to effectively enforce compliance of the Municipal Code.

The following is an abbreviated list of cities HdL provides business license administrative and technical support services:

- | | |
|----------------|--------------------|
| • Commerce | • Santa Fe Springs |
| • Covina | • Signal Hill |
| • Culver City | • South Pasadena |
| • Los Alamitos | • West Covina |

Entering into an Agreement with HdL for these services will not displace or affect any positions. The staff member who was most recently responsible for the day-to-day operations of the business license program was recently promoted to vacant supervisorial position and will now oversee the contract with HdL for these services as collateral duty.

Fiscal Impact

HdL charges a \$16 processing fee for each business license account, adjusted annually based on the Consumer Price Index (CPI). The total cost for services is estimated to be \$48,000 per year. HdL will also provide enforcement and compliance management services at a rate of 10 percent of all business license revenue received by the City. The estimated cost of \$53,000 will be taken from the business license revenue upon completion of the project.

Pursuant to Paramount Municipal Code Section 18-30 of Article IV Purchasing of Supplies and Equipment, procurement of professional services is exempt from competitive bidding, subject to approval by the City Council for contractual services over \$40,000.

The funding for these services is appropriated in the FY 2022 Adopted Budget.

VISION, MISSION, VALUES, AND STRATEGIC OUTCOMES

The City's Vision, Mission, and Values set the standard for the organization; establish priorities, uniformity and guidelines; and provide the framework for policy decision making. The Strategic Outcomes were implemented to provide a pathway to achieving the City's Vision. This item aligns with all Strategic Outcomes No. 6: Efficient, Effective, and Fiscally Responsible.

RECOMMENDED ACTION

It is recommended that City Council approve the agreement for HdL Companies, LLC to provide the City with Business License Compliance and Operations Management Services.

Attachment – HdL Proposal

ATTACHMENT

City of Paramount, CA

Tax & Fee Administration Services

November 1, 2021

HdL  Companies

SUBMITTED BY
HdL Companies
120 S. State College Blvd., Suite 200
Brea, CA 92821
hdlcompanies.com

CONTACT
George Bonnin
T: 714-879-5000
E: gbonnin@hdlcompanies.com

Dear Andrew,

Thank you for the opportunity to present this proposal for HdL's Tax and Fee Administration Services. Please be advised that we maintain a busy implementation schedule throughout the year. Your position in the implementation schedule will be determined when a signed agreement is received.

This proposal is valid until **January 31, 2021**.

Should you have any questions, please contact me at 888.861.0220 or by email at gbonnin@hdlcompanies.com.

Tax and Fee Administration Services

Service	Compensation
Business License Administration Services	\$16.00 per processed account + CPI
Business License Tax Discovery	40% of Revenues Collected
Business License Tax Audit	40% of Revenues Collected

General Scope of Work

HdL offers robust solutions for managing compliance of municipal Business License Taxes and its related functions. HdL is ever mindful of the important role that customer service plays in the successful implementation of a compliance and revenue collection program. Therefore, HdL will make every effort to ensure that all communications with the City's business community is kept at a professional level maintaining a careful balance between compliance, revenue collection, tactfulness, sensitivity and taxpayer education.

The Business License Tax Administration Service provides a turnkey approach for local governments that need assistance with administering business license taxes. Our team of experts can manage all or parts of the business tax operations conducted by the City. When combined with the Compliance Management services, the City receives the benefit of increased revenues and superior customer service, while reducing internal costs and gaining efficiencies.

Business License Tax Administration (Includes Revenue Discovery/Audits)

HdL will transfer the City's existing databases as they relate to business license tax into HdL's internal administration tools. HdL will maintain the data and provide access to or copies of data or reports at the City's request. While access to online systems will be available for the City to use at their discretion, the City will not be required to use or maintain any software in house for managing the business license registry.

Renewal Processing – Send active business license accounts a renewal notice within 45 days of the renewal period ending. Accounts will receive all applicable forms necessary to complete the renewal process.

New Account Processing – HdL will process any new business license applications and complete the new account registration process in a timely fashion. HdL will also facilitate intra-city departmental approvals such as zoning, code compliance, fire inspection, and other regulatory related functions.

Delinquent Account Processing – HdL will endeavor to collect delinquent accounts through a series of City approved processing methods. This will include at minimum two follow up delinquent notice and up to two telephone calls. Delinquent accounts will be collected with full penalties as allowed by the Municipal code or through current City practices. Accounts that remain delinquent will be processed through the City approved processes established in HdL's collections component of the Compliance Management Program.

On-Line Filing & Payment Processing – HdL registers a City approved domain name which will serve as the starting point for all web-based activities. This City specific site is designed to look and feel like the City's own web pages and ensures a level of continuity between the business community, the City, and HdL.

With *HdL Flex File*, businesses can choose to file their new business registration as well as renew their license and make payments via our on-line filing portal. In addition to filing and paying for taxes, businesses can obtain copies of applications, general support and FAQs, schedule appointments and request copies of their tax registration all with the click of a button. Our on-line services underscore HdL's commitment to excellence in customer service and education by continually improving the registration and payment experience for the business community.

Payment Posting/Processing – HdL will process all payments received in an expedited manner. License accounts will be updated daily with payment information and revenues to be disbursed to the City net applicable fees at an interval to be agreed to during the project planning phase. Disbursements typically occur monthly but can be remitted as often as weekly depending on volumes and City needs. HdL's payment acceptance process accepts the following payment types:

- ✓ Check / Money Order /Cashier's Check
- ✓ E-Check
- ✓ Debit Cards
- ✓ Credit Cards (Visa, Mastercard, Discover, & American Express)
- ✓ Check by Phone

HdL currently utilizes multiple payment gateway providers for on-line payment acceptance. HdL will work with the City to determine which provider, rate structures, and card types meet the City's needs. HdL can also utilize the same provider and process used by the City's current on-line functionality.

Business Support Center – HdL will provide businesses with multiple support options for registering, renewing, making payments and for general inquiries. A toll-free number will be provided to businesses in order to access one of our license specialists Monday-Friday 8:00am to 5:00pm Pacific. Businesses will also have access to support via, e-mail, fax, and via the Business Support Center On-Line. HdL constantly monitors quality control points to ensure courteous customer service, minimal hold times under 2 minutes, and the return of voice messages the same business day.

Business License Tax - Revenue Discovery

Enriched Data Portfolio / Lead Identification – Utilizing data provided by the City, as well as the HdL Enriched Data Portfolio (EDP), HdL's team builds an enhanced listing of entities subjected to licensure or taxation including, but not limited to, those businesses physically located in the City, itinerant businesses, and entities participating in the sharing economy such as short-term rentals (STRs), drive sharing services and others. These entities are electronically matched to the existing files of the City using advanced data matching algorithms, allowing HdL staff to identify which entities are compliant and which entities require follow up.

Field Surveys – Experienced field crews, equipped with the most advanced tools available (mobile mapping/GPS systems, tablet computers pre-loaded with various City and state-wide databases, etc.) may canvass commercial areas of the City to develop and enhance the leads identified in the EDP. Field Surveys provide additional inventories of active businesses as well as to provide on-site verifications of data culled from other sources.

Exception Resolution – Records are reviewed by our skilled team members, filtering out records that may lead to erroneous contacts. This extra step allows staff to find additional revenues not otherwise identifiable through electronic means and assists in reducing potential complaints levied at City staff and management from pursuit of false positives.

Compliance Communication and Outreach – Upon exception resolution, HdL staff initiates contact with the identified entities through a series of City approved communication methods. HdL makes every effort to simplify the process for taxpayers and utilizes a variety of mediums for communication including mail, telephone, email, and web-site access. Potential non-compliant entities are notified of their options to comply or dispute their non-compliant status. Initial notification packets include everything a business needs to become compliant and multiple methods of resolving their accounts.

Business Support Center – HdL operates a business support and service center where the business community can access expert staff during normal business hours. Businesses calling our toll-free line can expect minimal hold times along with access to a variety of options which include filing support, payment options, resolution of specific tax issues and other services designed to reduce the burden of registering and filing taxes. Our team of experts, including our resident Certified Revenue Officers (CRO), implements a business friendly and education centric approach to supporting the business community in all aspects of the management and compliance process.

Business Support Center ~Online – Businesses are encouraged to take advantage of the range of services available on-line, 24 hours a day, seven days a week. With *HdL Flex File*, businesses can choose to file their new business registration as well as make payments via our on-line filing portal. In addition to filing and paying for taxes, businesses can obtain copies of applications, general support and FAQs, schedule appointments and request copies of their tax registration all with the click of a button. Our on-line services underscore HdL's commitment to excellence in customer service and education by continually improving the registration and payment experience for the business community.

Document Submission / Processing – Whether the taxpayer chooses to respond by mail, email or our online filing website, each application submission is reviewed for completion and accuracy prior to processing. Any additional documentation needed to complete the approval

of a submission, such as a home occupation permit, can also be requested or forwarded to other City departments either as a pre-requisite or as a courtesy to the business. All submissions are filed and stored electronically and made available to the City via standard reporting processes or upon request.

Invoicing – Once an application is approved, invoices are forwarded to the taxpayer indicating detailed tax calculations and balances owed. Taxpayers are provided the opportunity to pay their balances via mail, online, or over the phone services. Taxpayers will also have continued access to our Business Support Center for any questions or disputes arising from the invoice process.

Registry Update – Upon collection of all requirements which may include the payment, application and/or other documentation, HdL will prepare a Registry Update package to include payment as well as copies of all taxpayer correspondence and other relevant information. Data in the City registry file stored in the HdL Prime Software Suite is updated daily with packages from the Compliance Management Services. Once completed, the business will be processed through the standard processes approved through the HdL Operations Management Component.

Business License Tax – Audits

Analysis & Selection – Audit candidates are selected using a variety of selection methodologies developed by our audit team using decades of business license tax audit experience. Preliminary analysis reports on each business selected are shared with the City prior to moving through the audit phases.

Audit Notification & Scheduling – Businesses selected by HdL and approved by the City are sent a letter notifying them of a scheduled Compliance Analysis Audit. Every effort is made to promote a positive experience for the taxpayer. A detailed description of the requirements and relevant documentation required for the audit is provided to the business 2 weeks in advance of the proposed audit date. If the business is unable meet the audit date selected by the City all efforts to reschedule the audit to a more accommodating date will be made. Businesses are also afforded the opportunity to schedule flexible appointment times by contacting the Business Support Center or visiting our online support center.

Compliance Analysis & Audit – The HdL audit team will audit the financial records of the business to determine compliance with business tax regulations. HdL validates taxing variables such as gross receipts and other relevant information for determining compliance. In addition to identifying underreporting issues, the HdL Audit Program will also focus on other compliance related issues such as assuring correct classifications, multiple location allocation, apportionment issues, and identifying business to business relationships that may create tax liability for 3rd parties.

Audit & Compliance Report – Upon completion of the audit and analysis, and prior to additional actions, a compliance report will be generated and reviewed with the City. The report will indicate specific results of the review and recommended future actions. Documentation that substantiates the findings in the report will be included with the report to assist the City and HdL in determining next step of the process.

Deficiency and Commendation Notification – Upon final review of the audit and analysis report businesses that are found to have deficiencies will be notified of the findings as well as the payment and appeal processes. HdL will also work with businesses found to be deficient to explain the current findings and educate taxpayers on proper future filing procedures so as to prevent future errors and deficiencies. Businesses found to be in compliance, will be sent a commendation letter thanking them for their compliance.

Invoicing & Collections – Business found to be underreporting are invoiced through the standard City approved collections process. Balances are collected and remitted along with supporting documentation to the City through the approved remittance processes.

Optional Customized Integrations

Item	Price	Comments
Optional Customized Integrations	TBD	Costs to be determined after development of specifications

NOTE: The HdL Prime Business License Suite includes the following: Software license for 3 named users, installation, implementation, complete review of existing operation, fees, penalties, municipal code, standard reports/forms/letters, data conversion (30 hrs. max), 1 day of training. It also includes the web renewal module, new application module, installation, and implementation.

City must use HdL supported FIS Global credit card payment gateway (no charge). Additional programming charges of a minimum of \$5,000 if City elects to utilize other than HdL supported payment gateway.

MAY 3, 2022

ORAL REPORT

CONTRACTUAL SECURITY SERVICES FOR PARK SUPERVISION



To: Honorable City Council

From: John Moreno, City Manager

By: David Johnson, Community Services Director

Date: May 3, 2022

Subject: CONTRACTUAL SECURITY SERVICES FOR PARK SUPERVISION

This oral report will provide an overview of the proposed use of contracted private security firm(s) to provide park patrols and customer service contact with the public as part of the Community Services Department's Park Supervision services.

MAY 3, 2022

APPOINTMENT OF PARKS AND RECREATION COMMISSIONER

MOTION IN ORDER:

MAYOR: MAKE AN APPOINTMENT TO PARKS AND RECREATION COMMISSION, WITH THE APPROVAL OF THE CITY COUNCIL, TO FILL THE VACANT POSITION FOR A TERM EXPIRING JULY 2022.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council
From: John Moreno, City Manager
By: Heidi Luce, City Clerk
Date: May 3, 2022

Subject: APPOINTMENT OF PARKS AND RECREATION COMMISSIONER

The Parks and Recreation Commission is composed of five members that serve one-year terms, and there is currently one vacancy due to the transfer of one commissioner to the Planning Commission. Appointments to the Parks and Recreation Commission are made by the Mayor, with the approval of the City Council.

A "Special Vacancy Notice" was posted on March 17, 2022, pursuant to Government Code Section 54974. At the time the notice was posted, the term was scheduled to expire in April. However, at the April 19, 2022 City Council meeting the term was extended to July 2022 and a revised notice was posted on April 21, 2022. At this time, it would be appropriate to make an appointment to fill the vacancy for a term expiring in July 2022.

For reference, attached to this report are the following items: 1) Special Vacancy Notices, 2) Local Appointments List, and 3) Paramount Municipal Code Section 2.12.040 pertaining to appointment to the Parks and Recreation Commission.

RECOMMENDED ACTION

It is recommended that the Mayor, with the approval of the City Council, make an appointment to the Parks and Recreation Commission to fill the vacant position for a term expiring in July 2022.

SPECIAL VACANCY NOTICE



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

NOTICE IS HEREBY GIVEN, pursuant to Government Code Section 54974, that an unscheduled vacancy exists in the following City Commissions/Committees/Boards. Appointments to fill unscheduled vacancies shall be made no sooner than 10 days after posting of this notice.

Commission/ Committee/Board	No. of Vacant Positions	Date of Vacancy	Current Term Expires
Parks & Recreation Commission	1	03-17-2022	04-2022

I, Heidi Luce City Clerk of the City of Paramount, California, hereby certify that I caused the foregoing notice to be posted on the bulletin boards at Paramount City Hall, Paramount Library, Paramount Park Community Center and Paramount Sheriff's Station and the City website this 17th day of March 2022.

/s/ Heidi Luce

Heidi Luce, City Clerk

REVISED SPECIAL VACANCY NOTICE



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

NOTICE IS HEREBY GIVEN, pursuant to Government Code Section 54974, that an unscheduled vacancy exists in the following City Commissions/Committees/Boards. Appointments to fill unscheduled vacancies shall be made no sooner than 10 days after posting of this notice.

Commission/ Committee/Board	No. of Vacant Positions	Date of Vacancy	Current Term Expires
Parks & Recreation Commission	1	03-17-2022	07-2022

I, Heidi Luce City Clerk of the City of Paramount, California, hereby certify that I caused the foregoing notice to be posted on the bulletin boards at Paramount City Hall, Paramount Library, Paramount Park Community Center and Paramount Sheriff's Station and the City website this 21st day of April 2022.

/s/ Heidi Luce

Heidi Luce, City Clerk

City of Paramount

2021 LOCAL APPOINTMENTS LIST (Updated 04-21-2022)



In compliance with the requirements of Government Code Section 54972 (Maddy Act), the following is a list of all appointive offices, terms, and qualifications for City of Paramount commissions. Commissioners are appointed by the Mayor, with the approval of the City Council, and serve at the will and pleasure of the City Council.

Qualifications: Resident of the City of Paramount and not an employee or related to a member of the City Council or their spouse as set forth in the Paramount Municipal Code Section 2.16.020. Planning Commissioners must be qualified electors of the City of Paramount and not hold any paid office or employment in the city government. Senior Services Commissioners minimum age for eligibility for appointment is 55 years of age.

Commission	Appt. Date	Term Exp.
PLANNING COMMISSION Term of Office: 4 years		
Jaime Abrego (BO).....	07/2018	07/2025
Alicia Anderson (IA).....	03/2022	07/2023
Elizabeth Bautista (LG).....	09/2021	07/2025
Ernie Esparza (PL).....	03/2003	07/2023
Gordon Weisenburger (VCS).....	04/2020	07/2023
PUBLIC WORKS COMMISSION Term of Office: 2 years		
Alvin Parks (IA).....	04/2020	07/2023
Gerardo Ruiz (VCS).....	04/2021	07/2023
Linda Timmons (LG).....	04/2021	07/2023
Rosemary Vasquez (PL).....	03/2007	07/2023
Tony Warfield (BO).....	04/2020	07/2023
PARKS & RECREATION COMMISSION Term of Office: 1 year		
Ardavan Davari (LG).....	04/2020	07/2022
Charlene Landry (PL).....	06/2019	07/2022
Alejandro Maldonado (VCS).....	04/2020	07/2022
Steve Yanez (BO).....	01/2022	07/2022
Vacant.....		07/2022
PUBLIC SAFETY COMMISSION Term of Office: 1 year		
Marcelina "Marcie" Bridges (PL).....	07/2019	07/2022
Robert Cruz (LG).....	10/2021	07/2022
Annette C. Delgadillo (VCS).....	04/2020	07/2022
Rosemary Mendez (BO).....	04/2020	07/2022
Dora Sanchez (IA).....	04/2020	07/2022
SENIOR SERVICES COMMISSION Term of Office: 1 year		
Virginia Chavez (LG).....	04/2017	07/2022
Elsa Padilla (BO).....	04/2020	07/2022
Magdalena Ortega (VCS).....	12/2021	07/2022
Claudia Quinones (PL).....	02/2015	07/2022
Patricia Winiecki (IA).....	04/2020	07/2022

I, Heidi Luce, City Clerk of the City of Paramount, California, hereby certify that I caused this notice to be posted on the City of Paramount's website and designated public posting places this 21st day of April 2022.

/s/ Heidi Luce, City Clerk

[] CF 10.14 [] CF 27.LOC

H:\CITYMANAGER\REORG\MADDYACT-APPTLISTSIMADDYPOS2021-04-21-2022.DOCX:4/21/2022 11:06 AM

Paramount Municipal Code

[Up](#) [Previous](#) [Next](#) [Main](#) [Search](#) [Print](#) [No Frames](#)[Title 2 ADMINISTRATION AND PERSONNEL](#)
[Chapter 2.12 COMMISSIONS](#)**2.12.040 Parks and Recreation Commission.**

- A. Created. A Parks and Recreation Commission is hereby created and established.
- B. Membership. The Commission shall consist of five members who shall be appointed by the Mayor with the approval of the City Council of the City. All members serve at the will and pleasure of the City Council. Members to the Commission shall be appointed for terms of one year or until their successors are appointed. If a vacancy occurs otherwise then by expiration of a term, it shall be filled by appointment for the unexpired portion of the term.
- C. Duties and Functions. The Commission shall act in an advisory capacity to the City Council in matters pertaining to parks, recreation facilities, and local transportation; review community organization funding requests which are included in the annual budget; consider uses of recreational facilities; evaluate recreation programs to promote the development of open space for recreational and leisure activities; encourage the development of leisure opportunities for residents of all ages; and promote positive lifestyle choices and alternatives to self-destructive behavior.
- D. Power and Authority. The Parks and Recreation Commission shall cause proper records to be kept of all its official acts and proceedings. The Commission shall have no power or authority to bind or obligate the City or any officer or department thereof, for any money, debt, undertaking or obligation of any kind in excess of the appropriation which the City Council may have made for the purpose of the Commission in any fiscal year.
- E. Rules of Organization and Procedure. The Commission is a reviewing and recommending body and shall have no power to direct members of the City staff or contract entities, except as otherwise provided in this chapter or by law the Commission shall have power to and shall provide for its own organization, shall adopt rules and regulations for the transaction of business before it, and shall designate the time and place for the regular monthly meeting or meetings of the Commission.
- F. Compensation. The members of the Parks and Recreation Commission shall receive compensation on a monthly basis at a rate to be determined from time to time and set forth by resolution of the City Council. (Prior code §§ 2-88—2-93)

View the [mobile version](#).

MAY 3, 2022

APPROVAL OF SERVICE AGREEMENT BETWEEN THE CITY OF
PARAMOUNT AND TREEPEOPLE FOR MANAGEMENT OF THE URBAN
FOREST MANAGEMENT PLAN PROGRAM

MOTION IN ORDER:

APPROVE AN AGREEMENT WITH TREEPEOPLE IN THE AMOUNT OF
\$250,490.94 FOR MANAGEMENT OF THE URBAN FOREST
MANAGEMENT PLAN PROGRAM AND AUTHORIZE THE MAYOR OR
HER DESIGNEE TO EXECUTE THE AGREEMENT.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council

From: John Moreno, City Manager

By: Adriana Figueroa, Public Works Director
Wendy Macias, Public Works Manager

Date: May 3, 2022

**Subject: APPROVAL OF SERVICE AGREEMENT BETWEEN THE CITY OF
PARAMOUNT AND TREEPEOPLE FOR MANAGEMENT OF THE URBAN
FOREST MANAGEMENT PLAN PROGRAM**

BACKGROUND

At the November 16, 2021 City Council meeting, Council authorized the submittal of a grant application for funding from the California Urban and Community Forestry Grant, funded by the California Department of Forestry and Fire Protection (CalFire) through the State's Greenhouse Gas Reduction Fund for the development of the City's first Urban Forest Management Plan (UFMP). The application was submitted in partnership with TreePeople, an environmental non-profit organization, with the City as the lead agency. The grant in the amount of \$283,490.94 was awarded to the City, earlier this year.

The development of an UFMP allows the City to evaluate and manage its existing tree inventory while also focusing on its expansion. The deliberate actions outlined in an UFMP are meant to increase the City's tree inventory and help alleviate the heat island effect caused by the higher frequency of extreme heat days caused by climate change. This aligns with the City's Climate Action Plan, Measure GA1: Support Urban Tree-Planting, Park Access and Green Infrastructure's outlined strategies, which include increasing the number of trees in the city and conducting outreach to spread awareness of the benefits associated with planting shade trees. The benefits of planting trees in urban areas are tremendous and include improving air quality and public health, promoting sustainable economics, and increasing social equity and community resilience.

DISCUSSION

The project will include potential recommendations for updates to City policies that relate to urban forestry in order to guarantee urban forest management continuity. After the UFMP is completed, the grant will provide for a community tree planting program with a 3-year care period. Tree planting sites and species will be guided by the UFMP. This project will also include an allocation for fruit tree giveaways that can be made available in conjunction with the City's Eco-Friendly Fair.

The grant acknowledges the partnership between the City and TreePeople for the implementation of the UFMP program over a period of up to four (4) years. TreePeople will work on the development of a usable plan that will guide the community and City's urban forest efforts, including a complete update of the City's tree inventory which

currently consist of over 8,000 trees. Ultimately, the main goal of the UFMP is to increase citywide tree canopy cover in order to maximize urban cooling, stormwater mitigation, and air pollution mitigation, while enhancing the aesthetics of our community. TreePeople's estimate to complete this work is \$250,490.94 and is further described in Exhibit A of the service agreement.

West Coast Arborists (WCA), the City's tree maintenance contractor, will be overseeing the tree inventory update portion of the grant, as it is an intricate part of the UFMP program. The work performed by WCA is estimated to cost \$32,207.20 and will be funded by the grant.

VISION, MISSION, VALUES, AND STRATEGIC OUTCOMES

The City's Vision, Mission, and Values set the standard for the organization; establish priorities, uniformity and guidelines; and provide the framework for policy decision making. The Strategic Outcomes were implemented to provide a pathway to achieving the City's Vision. This item aligns with Strategic Outcome No. 2: Community Health, Strategic Outcome No.4: Environmental health, and Strategic Outcome No.5: Attractive and Well-Maintained Infrastructure.

RECOMMENDED ACTION

It is recommended that the City Council approve an agreement with TreePeople in the amount of \$250,490.94 for management of the Urban Forest Management Plan Program and authorize the Mayor or her designee to execute the agreement.

**SERVICE AGREEMENT BY AND BETWEEN THE
CITY OF PARAMOUNT
AND
TREEPEOPLE
FOR MANAGEMENT OF THE URBAN FOREST MANAGEMENT PLAN PROGRAM**

THIS AGREEMENT is made and entered into this 3rd day of May 2022 by and between the CITY OF PARAMOUNT, hereinafter referred to as the "CITY," and TREEPEOPLE, hereinafter referred to as the "CONTRACTOR."

I. RECITAL

A. PURPOSE. The purpose of this AGREEMENT is to allow the CITY to procure the services of a qualified contractor to provide consultant management services in connection with the CITY'S Urban Forest Management Plan Program, and to have these contractor services based upon the terms and conditions hereinafter set forth.

II. TERMS AND CONDITIONS

A. MISSION. The CITY hereby retains the CONTRACTOR in the capacity as contractor and the CONTRACTOR hereby accepts such responsibility as described herein.

B. TERMS. This AGREEMENT shall commence as of 3rd day of May 2022 and shall remain in full force and effect until such time either party gives written notice of termination in accordance with those provisions set forth in paragraph P. At the time of such extensions, this AGREEMENT shall be amended as to the changes, if any, in the terms, responsibilities and compensation as determined in writing between the CITY and CONTRACTOR.

C. SCOPE OF SERVICES. Under the supervision of the Director of Public Works or her designee, the CONTRACTOR shall provide all services as detailed in the CONTRACTOR's Proposal dated November 16, 2021 as part of the initial grant application and attached herein as Exhibit A". In the event of any conflict between the provisions of this AGREEMENT and Exhibit "A," the terms of this AGREEMENT shall prevail.

D. COMPENSATION. During the term of this AGREEMENT, the CITY shall compensate the CONTRACTOR for the services described as detailed in Exhibit "A". Invoices for payment shall be submitted on a monthly basis and shall be approved by the Director of Public Works or her designee.

The CONTRACTOR shall submit an itemized invoice to the CITY according to work progress, setting forth the work performed and the rates charged in accordance with the contractor's fee schedule.

All change orders, additions, deletions or adjustments to the CONTRACTOR's specifications must be submitted in writing to the CITY for approval. The CITY is the sole authority regarding change orders and the CONTRACTOR shall not change, alter, or delete, in any manner, any portion of these specifications of the CITY.

E. EXPENSES. CONTRACTOR shall not be entitled to an expense account and shall not be required or permitted to incur expenses on behalf of the CITY in addition to the expenses required for completion of the scope of services described herein. The compensation described herein includes provision for all CONTRACTOR expenses required to complete the scope of services described herein.

F. INDEPENDENT CONTRACTOR.

- (a) CONTRACTOR is and shall at all times remain as to the City a wholly independent CONTRACTOR. The personnel performing the services under this Agreement on behalf of CONTRACTOR shall at all times be under CONTRACTOR'S exclusive direction and control. Neither City nor any of its officers, employees, or agents shall have control over the conduct of CONTRACTOR or any of CONTRACTOR'S officers, employees, or agents, except as set forth in this Agreement. CONTRACTOR 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. CONTRACTOR 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 CONTRACTOR, nor any of CONTRACTOR'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. CONTRACTOR expressly waives any claim CONTRACTOR may have to any such rights.
- (c) City shall not be liable for compensation or indemnification to CONTRACTOR for injury or sickness arising out of performing services hereunder.

G. INDEMNIFICATION.

- (a) All officers, agents, employees, sub-Contractors, their agents, officers and employees who are hired by or engaged by CONTRACTOR in the performance of this Agreement shall be deemed officers, agents and employees and sub-Contractors of CONTRACTOR, and City shall not be liable or responsible to them for anything whatsoever.
- (b) CONTRACTOR 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 CONTRACTOR or any of its agents, officers and employees and sub-Contractors in the performance of this Agreement.

- (c) CONTRACTOR shall not be deemed to assume any liability for wrongful or negligent acts of City or its officers, agents, employees and sub-Contractors, and City shall defend and hold CONTRACTOR harmless against any such claims.
- (d) CONTRACTOR 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 CONTRACTOR'S employees from health, retirement or other benefits attributable to services performed pursuant to this Agreement.

H. SUCCESSOR AND ASSIGNMENT. The services as contained herein are to be rendered by the CONTRACTOR whose name is as appears first above written and said CONTRACTOR shall not assign nor transfer any interest in this AGREEMENT without the prior written consent of the CITY. Claims for money by CONTRACTOR from the CITY under this contract may be assigned to a bank, trust company, or financial institution without such approval. Written notice of any such assignment or transfer shall be furnished promptly to the CITY.

I. INSURANCE. Without limiting the CONTRACTOR'S indemnification of the CITY, the CONTRACTOR shall provide and maintain at this own expense during the term of this AGREEMENT for the following programs of insurance covering his operation hereunder. Each program of insurance, except professional liability insurance shall name the CITY as "Additionally Insured" and each policy shall contain a provision that such insurance will not be cancelled, nor any change whatsoever made in policies, except upon not less than thirty (30) days prior notice to the CITY, mailed by registered mail with postage prepaid. Such insurance shall be provided by insurer(s) satisfactory to the CITY and evidence of such programs satisfactory to the CITY shall be delivered to the CITY on or before the effective date of this AGREEMENT.

General Liability. A program including, but not limited to, comprehensive general liability including automobile coverage with a combined single limit of not less than \$1,000,000.00 per occurrence. Such insurance shall be primary to and not contributing with any other insurance maintained by the CITY. The issuer shall be an "admitted surety insurer" duly authorized to transact business under the laws of the State of California.

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

Insurance shall name the City of Paramount, its officers, agents, and employees as additional insured by endorsement of the Contractor's policy. A copy of the endorsement, showing policy limit, shall be provided to the City on or before signing this contract.

Failure on the part of the CONTRACTOR to procure or maintain required insurance shall constitute a material breach of this AGREEMENT upon which the CITY will immediately terminate this AGREEMENT.

Worker's Compensation Coverage. State statutory limits, deductibles, self-insurance retention, or similar forms of coverage limitations or modifications must be declared to and approved by CITY.

Automobile Liability Insurance. In an amount not less than Five Hundred Thousand Dollars (\$500,000) combined single limit per accident for bodily injury and property damage covering owned, non-owned and hired vehicles.

J. COMPLIANCE WITH LAWS. The parties agree to be bound by applicable federal, state and local laws, regulations and directives as they pertain to the performance of this AGREEMENT.

K. SEVERABILITY. In the event that any covenant, condition or other provisions herein contained is held to be invalid, void or illegal by any court of competent jurisdiction, the same shall be deemed severable from the remainder of the AGREEMENT and shall in no way affect, impair or invalidate any other covenant, condition or other provision contained herein. If such condition, covenant or other provision shall be deemed invalid due to its scope or breadth, such covenant, condition or other provision shall be deemed valid to the extent of the scope or breadth permitted by law.

L. INTERPRETATION. No provision of this AGREEMENT is to be interpreted for or against either party because that party or that party's legal representative drafted such provision, but this AGREEMENT is to be construed as if it were drafted by both parties hereto.

M. ENTIRE AGREEMENT. This AGREEMENT supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the retention of CONTRACTOR by the CITY and contains all the covenants and agreements between the parties with respect to such retention.

N. WAIVER. No breach of any provision hereof can be waived unless in writing. Waiver of any one break of any provision shall not be deemed to be a waiver of any other breach of the same or any other provision hereof.

O. CONTRACT EVALUATION AND REVIEW. The ongoing assessment and monitoring of this AGREEMENT is the responsibility of the City Manager, or his designee.

P. TERMINATION OF AGREEMENT. This AGREEMENT may be terminated by either party by giving written notice at least thirty (30) days prior to the effective termination date in the written notice. In such event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by the CONTRACTOR under this AGREEMENT shall, at the option of the CITY, become its property and the CONTRACTOR shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder. Notwithstanding the above, the CONTRACTOR shall not be relieved of liability to the CITY for damages sustained by the CITY by virtue of any breach of the AGREEMENT by the CONTRACTOR, and the CITY may withhold any payments to the

CONTRACTOR for the purpose of set-off until such time as the exact amount of damages due the CITY from the CONTRACTOR is determined.

Q. CHANGES. The CITY or CONTRACTOR may request changes in the scope of the services of the CONTRACTOR to be performed hereunder. Such changes, including any increase or decrease in the amount of the CONTRACTOR'S compensation, which are mutually agreed upon by and between the CITY and the CONTRACTOR, shall be incorporated in written amendments to this AGREEMENT.

R. REPORTS AND INFORMATION. CONTRACTOR, at such times and in such forms as the CITY may require, shall furnish the CITY such periodic reports as it may request pertaining to work or services undertaken pursuant to this AGREEMENT, the costs and obligations incurred or to be incurred in connection therewith, and any other matters covered by this AGREEMENT.

S. RECORDS AND AUDITS. CONTRACTOR shall maintain accounts and records, including personnel, property and financial records, adequate to identify and account for all costs pertaining to this AGREEMENT, and such other records as may be deemed necessary by the CITY to assure proper accounting for all project funds, both federal and non-federal shares. These records will be made available for audit purposes to the CITY or any authorized representative, and will be retained for five (5) years after the expiration of this AGREEMENT unless permission to destroy them is granted by the CITY.

T. FINDINGS CONFIDENTIAL. All of the reports, information, data, etc., prepared or assembled by the CONTRACTOR under this AGREEMENT are confidential and the CONTRACTOR agrees that they shall not be made available to any individual or organization without the prior written approval of the CITY.

U. COPYRIGHT. No report, maps, or other documents produced in whole or in part under this AGREEMENT shall be the subject of an application for copyright by or on behalf of the CONTRACTOR.

V. PERSONNEL. CONTRACTOR represents that it has, or will secure at its own expense, all personnel required in performing the services under this AGREEMENT. Such personnel shall not be employees of or have any contractual relationship with the CITY. All of the services required hereunder will be performed by CONTRACTOR or under its supervision and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under the state and local law to perform such services. None of the work or services subcontracted hereunder shall be specific by written contract or agreement and shall be subject to each provision of this AGREEMENT.

III. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this AGREEMENT, the CONTRACTOR agrees as follows:

A. EQUAL OPPORTUNITY.

- (a) The CONTRACTOR will not discriminate against any employee or applicant for employment because of race, creed, sex, color, or national origin. The CONTRACTOR will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, creed, sex, color, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the CITY setting forth the provisions of this non-discrimination clause.
- (b) The CONTRACTOR will, in all solicitation or advertisements for employees placed by or on behalf of the CONTRACTOR, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex, or national origin.
- (c) The CONTRACTOR will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this AGREEMENT so that such provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.
- (d) The CONTRACTOR will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- (e) The CONTRACTOR will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the CITY and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- (f) In the event of the CONTRACTOR'S non-compliance with the equal opportunity clauses of this AGREEMENT or with any of such rules, regulations, or orders, this AGREEMENT may be canceled, terminated, or suspended in whole or in part and the CONTRACTOR may be declared ineligible for further government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

- (g) The CONTRACTOR will include the provisions of paragraphs (1) through (6) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The CONTRACTOR will take such action with respect to any subcontract or purchase order as the CITY may direct as a means of enforcing such provisions, including sanctions for non-compliance; provided, however, that in the event the CONTRACTOR becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the CITY, the CONTRACTOR may request the United States to enter into such litigation to protect the interests of the United States.

B. CIVIL RIGHTS ACT OF 1964. Title VI of the Civil Rights Act of 1964, provides that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of or, be subjected to discrimination under any program or activity receiving Federal financial assistance.

C. AGE AND DISABILITY. Any prohibition against discrimination on the basis of age under the Age Discrimination Act of 1975, or with respect to an otherwise qualified handicapped individual, as provided in Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, shall apply to this AGREEMENT.

IV. CONFLICT OF INTEREST

During the performance of this AGREEMENT, the CONTRACTOR agrees as follows:

A. INTEREST OF MEMBERS OF THE CITY. No member of the governing body of the CITY and no other employee, or agent of the CITY who exercises any functions of responsibilities in connection with the planning and carrying out of the program, shall have any personal financial interest, direct or indirect, in this AGREEMENT.

B. INTEREST OF CONTRACTOR. CONTRACTOR represents, warrants and agrees that he does not presently have, nor will he acquire during the term of this AGREEMENT, any interest, direct or indirect, by contract, employment or otherwise, or as a partner, joint venture or shareholder (other than as a shareholder holding a one-percent (1%) or less interest in publicly-traded companies) or affiliate with any business or business entity that has entered into any contract, subcontract, or arrangement with the CITY.

C. INTEREST OF OTHER LOCAL PUBLIC OFFICIALS. No member of the governing body of the locality and no other public official of such locality, who exercises any functions or responsibilities in connection with the planning and carrying out of the program, shall have any personal financial interest, direct or indirect, in this AGREEMENT; and the CONTRACTOR shall take appropriate steps to assure compliance.

V. NOTICES

Notices herein shall be presented in person or by certified or registered U.S. Mail, as follows:

To the CONTRACTOR: TreePeople
 Chief Executive Officer
 Cindy Montañez
 12601 Mulholland Drive
 Beverly Hills, CA 90210

To the CITY: City of Paramount
 Public Works Director
 Adriana Figueroa
 16400 Colorado Avenue
 Paramount, CA 90723

IN WITNESS HEREOF, the CITY and CONTRACTOR have executed this AGREEMENT as of the date first herein above set forth.

CITY OF PARAMOUNT

TREEPEOPLE

By: _____
Vilma Cuellar Stallings,
Mayor

By: _____
Cindy Montañez,
Chief Executive Officer

ATTEST:

By: _____
Heidi Luce, City Clerk

APPROVED AS TO FORM:

By: _____
John E. Cavanaugh, City Attorney

EXHIBIT "A"

URBAN FOREST MANAGEMENT PLAN PROGRAM - SCOPE OF WORK

Category and Description

CAL FIRE Grant

Project Management	\$9,875.00
Project planning, scheduling, and coordination of project partners to ensure deliverables related to community engagement, tree planting, management plan development, and data management are being met.	
Project Reporting	\$3,150.00
Quarterly reporting to CAL FIRE to include narrative report, financial documents, and data. Additional reporting as required by City.	
Community Engagement	\$21,147.50
Community engagement and outreach for participation in community workshops, soliciting feedback to incorporate in management plan, tree planting events, and tree care events.	
Community Workshops (3)	\$3,150.00
Hosting four community workshop events to share information on the community's urban forest and solicit input for the Urban Forest Management Plan.	
Fruit Tree Distributions (3)	\$7,140.00
Hosting four community workshop events to share information on the community's urban forest and solicit input for the Urban Forest Management Plan.	
Urban Forest Management Plan	\$31,775.00
Develop, draft, coordinate, and finalize an Urban Forest Management Plan. This will include developing a draft alongside city staff and incorporating feedback following the development of a draft.	
Tree Planting	\$98,144.40
Organize and implement a tree planting campaign based on the guidance from the management plan. This campaign will plant a total of 300 through a volunteer and staff model.	
Young Tree Care Establishment	\$76,109.04
Organize and implement a tree-care schedule for 300 trees for three years.	
TOTAL	\$250,490.94

MAY 3, 2022

AWARD OF CONTRACT

CITY HALL LED RETROFIT LIGHTING PROJECT
(CITY PROJECT NO. 9293)

MOTION IN ORDER:

AWARD THE CONTRACT FOR THE CITY HALL LED RETROFIT LIGHTING PROJECT TO JUNIOR'S CONSTRUCTION, INC., SANTA FE SPRINGS, CALIFORNIA, IN THE AMOUNT OF \$97,668.37, AND AUTHORIZE THE MAYOR OR HER DESIGNEE TO EXECUTE THE AGREEMENT.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council

From: John Moreno, City Manager

By: Adriana Figueroa, Public Works Director
Sarah Ho, Assistant Public Works Director

Date: May 3, 2022

Subject: AWARD OF CONTRACT FOR THE CITY HALL LED RETROFIT LIGHTING PROJECT (CITY PROJECT NO. 9293)

BACKGROUND

As the City continues to implement climate adaptation strategies outlined in the recently adopted Climate Action Plan, staff is frequently looking for projects tailored to climate resiliency adaptation. As identified in the Climate Action Plan, Measure EE3: Improve Efficiency of Municipal Operations and Public Infrastructure, the outlined strategies include conducting assessments of municipal buildings and performing building retrofits and upgrades. Included in the Fiscal Year 22 budget is funding for the retrofit of interior lighting at City Hall to LED to further our Climate Action Plan goals.

DISCUSSION

On April 14, 2022, the Director of Public Works opened and examined the bids for the City Hall LED Retrofit Lighting Project. The bids were opened at 11:00 AM at the City Yard.

Three (3) bids were received and the apparent low bid submitted by Remmi Construction amounted to \$22,785. Bids ranged from \$22,785 to \$140,500. Upon review of Remmi Construction's bid proposal, staff determined that the bid schedule had some errors. Remmi Construction submitted an email requesting to withdraw their bid.

Therefore, the lowest responsible and responsive bid for this project is in the amount of \$97,668.37 from Junior's Construction Inc. This amount is above the budgeted amount of \$65,000 and will be adjusted during the Final Budget process.

VISION, MISSION, VALUES, AND STRATEGIC OUTCOMES

The City's Vision, Mission, and Values set the standard for the organization; establish priorities, uniformity and guidelines; and provide the framework for policy decision making. The Strategic Outcomes were implemented to provide a pathway to achieving the City's Vision. This item aligns with Strategic Outcome No. 4: Environmental Health and No. 5: Attractive and Well-Maintained Infrastructure.

RECOMMENDED ACTION

It is recommended that the City Council award the contract for the City Hall LED Retrofit Lighting Project to Junior's Construction, Inc., Santa Fe Springs, California, in the amount of \$97,668.37, and authorize the Mayor or her designee to execute the agreement.

JOB NAME: CITY HALL LED RETROFIT LIGHTING PROJECT
(CITY PROJECT NO. 9293)

BID DATE: Thursday, April 14, 2022

BID TIME: 11:00 AM

<u>Company Name</u>	<u>Company Address</u>	<u>Bid Amount</u>
1. Remmi Construction	Riverside, CA 92503	\$22,785.00
2. Junior's Construction	Santa Fe Springs, CA 90670	\$97,668.37
3. Heda Construction	Covina, CA 91724	\$140,500.00

**SERVICE AGREEMENT BY AND BETWEEN THE
CITY OF PARAMOUNT
AND
JUNIOR'S CONSTRUCTION, INC.
FOR CITY HALL LED RETROFIT LIGHTING PROJECT (CITY PROJECT NO. 9293)**

THIS AGREEMENT is made and entered into this 3rd day of May 2022 by and between the CITY OF PARAMOUNT, hereinafter referred to as the "CITY," and JUNIOR'S CONSTRUCTION, INC., hereinafter referred to as the "CONTRACTOR."

I. RECITAL

A. PURPOSE. The purpose of this AGREEMENT is to allow the CITY to procure the services of a qualified contractor to provide construction services in connection with the CITY'S City Hall LED Retrofit lighting project, and to have these contractor services based upon the terms and conditions hereinafter set forth.

II. TERMS AND CONDITIONS

A. MISSION. The CITY hereby retains the CONTRACTOR in the capacity as contractor and the CONTRACTOR hereby accepts such responsibility as described herein.

B. TERMS. This AGREEMENT shall commence as of 3rd day of May 2022 and shall remain in full force and effect until such time either party gives written notice of termination in accordance with those provisions set forth in paragraph P. At the time of such extensions, this AGREEMENT shall be amended as to the changes, if any, in the terms, responsibilities and compensation as determined in writing between the CITY and CONTRACTOR.

C. SCOPE OF SERVICES. Under the supervision of the Director of Public Works or her designee, the CONTRACTOR shall provide all services as detailed in the CONTRACTOR'S Proposal dated April 14, 2022 and attached herein as Exhibit A". In the event of any conflict between the provisions of this AGREEMENT and Exhibit "A," the terms of this AGREEMENT shall prevail.

Contractor shall be responsible for hauling away all material debris and leaving the site in a broom clean condition on a DAILY basis. Contractor shall provide full pedestrian protection during remodeling in accordance to City of Paramount code requirements and shall ensure business is in operation during business hours.

D. COMPENSATION. During the term of this AGREEMENT, the CITY shall compensate the CONTRACTOR for the services described as detailed in Exhibit "A". Invoices for payment shall be submitted on a monthly basis and shall be approved by the Director of Public Works or her designee.

The CONTRACTOR shall submit an itemized invoice to the CITY according to work progress, setting forth the work performed and the rates charged in accordance with the contractor's fee schedule.

All change orders, additions, deletions or adjustments to the CONTRACTOR's specifications must be submitted in writing to the CITY for approval. The CITY is the sole authority regarding change orders and the CONTRACTOR shall not change, alter, or delete, in any manner, any portion of these specifications of the CITY.

E. EXPENSES. CONTRACTOR shall not be entitled to an expense account and shall not be required or permitted to incur expenses on behalf of the CITY in addition to the expenses required for completion of the scope of services described herein. The compensation described herein includes provision for all CONTRACTOR expenses required to complete the scope of services described herein.

F. INDEPENDENT CONTRACTOR.

- (a) CONTRACTOR is and shall at all times remain as to the City a wholly independent CONTRACTOR. The personnel performing the services under this Agreement on behalf of CONTRACTOR shall at all times be under CONTRACTOR'S exclusive direction and control. Neither City nor any of its officers, employees, or agents shall have control over the conduct of CONTRACTOR or any of CONTRACTOR'S officers, employees, or agents, except as set forth in this Agreement. CONTRACTOR 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. CONTRACTOR 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 CONTRACTOR, nor any of CONTRACTOR'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. CONTRACTOR expressly waives any claim CONTRACTOR may have to any such rights.
- (c) City shall not be liable for compensation or indemnification to CONTRACTOR for injury or sickness arising out of performing services hereunder.

G. INDEMNIFICATION.

- (a) All officers, agents, employees, sub-Contractors, their agents, officers and employees who are hired by or engaged by CONTRACTOR in the performance of this Agreement shall be deemed officers, agents and employees and sub-Contractors of CONTRACTOR, and City shall not be liable or responsible to them for anything whatsoever.
- (b) CONTRACTOR 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 CONTRACTOR or any of its agents, officers and employees and sub-Contractors in the performance of this Agreement.

- (c) CONTRACTOR shall not be deemed to assume any liability for wrongful or negligent acts of City or its officers, agents, employees and sub-Contractors, and City shall defend and hold CONTRACTOR harmless against any such claims.
- (d) CONTRACTOR 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 CONTRACTOR'S employees from health, retirement or other benefits attributable to services performed pursuant to this Agreement.

H. SUCCESSOR AND ASSIGNMENT. The services as contained herein are to be rendered by the CONTRACTOR whose name is as appears first above written and said CONTRACTOR shall not assign nor transfer any interest in this AGREEMENT without the prior written consent of the CITY. Claims for money by CONTRACTOR from the CITY under this contract may be assigned to a bank, trust company, or financial institution without such approval. Written notice of any such assignment or transfer shall be furnished promptly to the CITY.

I. INSURANCE. Without limiting the CONTRACTOR'S indemnification of the CITY, the CONTRACTOR shall provide and maintain at this own expense during the term of this AGREEMENT for the following programs of insurance covering his operation hereunder. Each program of insurance, except professional liability insurance shall name the CITY as "Additionally Insured" and each policy shall contain a provision that such insurance will not be cancelled, nor any change whatsoever made in policies, except upon not less than thirty (30) days prior notice to the CITY, mailed by registered mail with postage prepaid. Such insurance shall be provided by insurer(s) satisfactory to the CITY and evidence of such programs satisfactory to the CITY shall be delivered to the CITY on or before the effective date of this AGREEMENT.

General Liability. A program including, but not limited to, comprehensive general liability including automobile coverage with a combined single limit of not less than \$1,000,000.00 per occurrence. Such insurance shall be primary to and not contributing with any other insurance maintained by the CITY. The issuer shall be an "admitted surety insurer" duly authorized to transact business under the laws of the State of California.

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

Insurance shall name the City of Paramount, its officers, agents, and employees as additional insured by endorsement of the Contractor's policy. A copy of the endorsement, showing policy limit, shall be provided to the City on or before signing this contract.

Failure on the part of the CONTRACTOR to procure or maintain required insurance shall constitute a material breach of this AGREEMENT upon which the CITY will immediately terminate this AGREEMENT.

Worker's Compensation Coverage. State statutory limits, deductibles, self-insurance retention, or similar forms of coverage limitations or modifications must be declared to and approved by CITY.

Automobile Liability Insurance. In an amount not less than Five Hundred Thousand Dollars (\$500,000) combined single limit per accident for bodily injury and property damage covering owned, non-owned and hired vehicles.

J. COMPLIANCE WITH LAWS. The parties agree to be bound by applicable federal, state and local laws, regulations and directives as they pertain to the performance of this AGREEMENT.

K. SEVERABILITY. In the event that any covenant, condition or other provisions herein contained is held to be invalid, void or illegal by any court of competent jurisdiction, the same shall be deemed severable from the remainder of the AGREEMENT and shall in no way affect, impair or invalidate any other covenant, condition or other provision contained herein. If such condition, covenant or other provision shall be deemed invalid due to its scope or breadth, such covenant, condition or other provision shall be deemed valid to the extent of the scope or breadth permitted by law.

L. INTERPRETATION. No provision of this AGREEMENT is to be interpreted for or against either party because that party or that party's legal representative drafted such provision, but this AGREEMENT is to be construed as if it were drafted by both parties hereto.

M. ENTIRE AGREEMENT. This AGREEMENT supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the retention of CONTRACTOR by the CITY and contains all the covenants and agreements between the parties with respect to such retention.

N. WAIVER. No breach of any provision hereof can be waived unless in writing. Waiver of any one break of any provision shall not be deemed to be a waiver of any other breach of the same or any other provision hereof.

O. CONTRACT EVALUATION AND REVIEW. The ongoing assessment and monitoring of this AGREEMENT is the responsibility of the City Manager, or his designee.

P. TERMINATION OF AGREEMENT. This AGREEMENT may be terminated by either party by giving written notice at least thirty (30) days prior to the effective termination date in the written notice. In such event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by the CONTRACTOR under this AGREEMENT shall, at the option of the CITY, become its property and the CONTRACTOR shall be entitled to receive just and equitable compensation for any work satisfactorily

completed hereunder. Notwithstanding the above, the CONTRACTOR shall not be relieved of liability to the CITY for damages sustained by the CITY by virtue of any breach of the AGREEMENT by the CONTRACTOR, and the CITY may withhold any payments to the CONTRACTOR for the purpose of set-off until such time as the exact amount of damages due the CITY from the CONTRACTOR is determined.

Q. CHANGES. The CITY or CONTRACTOR may request changes in the scope of the services of the CONTRACTOR to be performed hereunder. Such changes, including any increase or decrease in the amount of the CONTRACTOR'S compensation, which are mutually agreed upon by and between the CITY and the CONTRACTOR, shall be incorporated in written amendments to this AGREEMENT.

R. REPORTS AND INFORMATION. CONTRACTOR, at such times and in such forms as the CITY may require, shall furnish the CITY such periodic reports as it may request pertaining to work or services undertaken pursuant to this AGREEMENT, the costs and obligations incurred or to be incurred in connection therewith, and any other matters covered by this AGREEMENT.

S. RECORDS AND AUDITS. CONTRACTOR shall maintain accounts and records, including personnel, property and financial records, adequate to identify and account for all costs pertaining to this AGREEMENT, and such other records as may be deemed necessary by the CITY to assure proper accounting for all project funds, both federal and non-federal shares. These records will be made available for audit purposes to the CITY or any authorized representative, and will be retained for five (5) years after the expiration of this AGREEMENT unless permission to destroy them is granted by the CITY.

T. FINDINGS CONFIDENTIAL. All of the reports, information, data, etc., prepared or assembled by the CONTRACTOR under this AGREEMENT are confidential and the CONTRACTOR agrees that they shall not be made available to any individual or organization without the prior written approval of the CITY.

U. COPYRIGHT. No report, maps, or other documents produced in whole or in part under this AGREEMENT shall be the subject of an application for copyright by or on behalf of the CONTRACTOR.

V. PERSONNEL. CONTRACTOR represents that it has, or will secure at its own expense, all personnel required in performing the services under this AGREEMENT. Such personnel shall not be employees of or have any contractual relationship with the CITY. All of the services required hereunder will be performed by CONTRACTOR or under its supervision and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under the state and local law to perform such services. None of the work or services subcontracted hereunder shall be specific by written contract or agreement and shall be subject to each provision of this AGREEMENT.

III. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this AGREEMENT, the CONTRACTOR agrees as follows:

A. EQUAL OPPORTUNITY.

- (a) The CONTRACTOR will not discriminate against any employee or applicant for employment because of race, creed, sex, color, or national origin. The CONTRACTOR will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, creed, sex, color, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the CITY setting forth the provisions of this non-discrimination clause.
- (b) The CONTRACTOR will, in all solicitation or advertisements for employees placed by or on behalf of the CONTRACTOR, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex, or national origin.
- (c) The CONTRACTOR will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this AGREEMENT so that such provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.
- (d) The CONTRACTOR will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- (e) The CONTRACTOR will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the CITY and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- (f) In the event of the CONTRACTOR'S non-compliance with the equal opportunity clauses of this AGREEMENT or with any of such rules, regulations, or orders, this AGREEMENT may be canceled, terminated, or suspended in whole or in part and the CONTRACTOR may be declared ineligible for further government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(g) The CONTRACTOR will include the provisions of paragraphs (1) through (6) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The CONTRACTOR will take such action with respect to any subcontract or purchase order as the CITY may direct as a means of enforcing such provisions, including sanctions for non-compliance; provided, however, that in the event the CONTRACTOR becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the CITY, the CONTRACTOR may request the United States to enter into such litigation to protect the interests of the United States.

B. CIVIL RIGHTS ACT OF 1964. Title VI of the Civil Rights Act of 1964, provides that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of or, be subjected to discrimination under any program or activity receiving Federal financial assistance.

C. AGE AND DISABILITY. Any prohibition against discrimination on the basis of age under the Age Discrimination Act of 1975, or with respect to an otherwise qualified handicapped individual, as provided in Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, shall apply to this AGREEMENT.

IV. CONFLICT OF INTEREST

During the performance of this AGREEMENT, the CONTRACTOR agrees as follows:

A. INTEREST OF MEMBERS OF THE CITY. No member of the governing body of the CITY and no other employee, or agent of the CITY who exercises any functions of responsibilities in connection with the planning and carrying out of the program, shall have any personal financial interest, direct or indirect, in this AGREEMENT.

B. INTEREST OF CONTRACTOR. CONTRACTOR represents, warrants and agrees that he does not presently have, nor will he acquire during the term of this AGREEMENT, any interest, direct or indirect, by contract, employment or otherwise, or as a partner, joint venture or shareholder (other than as a shareholder holding a one-percent (1%) or less interest in publicly-traded companies) or affiliate with any business or business entity that has entered into any contract, subcontract, or arrangement with the CITY.

C. INTEREST OF OTHER LOCAL PUBLIC OFFICIALS. No member of the governing body of the locality and no other public official of such locality, who exercises any functions or responsibilities in connection with the planning and carrying out of the program, shall have any personal financial interest, direct or indirect, in this AGREEMENT; and the CONTRACTOR shall take appropriate steps to assure compliance.

V. NOTICES

Notices herein shall be presented in person or by certified or registered U.S. Mail, as follows:

To the CONTRACTOR: Junior's Construction
12150 Bloomfield Ave., Unit C
Santa Fe Springs, CA 90670

To the CITY: City of Paramount
Public Works Director
Adriana Figueroa
16400 Colorado Avenue
Paramount, CA 90723

IN WITNESS HEREOF, the CITY and CONTRACTOR have executed this AGREEMENT as of the date first herein above set forth.

CITY OF PARAMOUNT

JUNIOR'S CONSTRUCTION, INC.

By: _____
Vilma Cuellar Stallings,
Mayor

By: _____
Victor Lopez,
President

ATTEST:

By: _____
Heidi Luce, City Clerk

APPROVED AS TO FORM:

By: _____
John E. Cavanaugh, City Attorney

Exhibit A



REQUEST FOR BID BID PROPOSAL SHEET

City Project – **CITY HALL LED RETROFIT LIGHTING (CIP 9293)**
located at 16400 Colorado Avenue in Paramount, CA 90723

The undersigned BIDDER hereby proposes to furnish all materials, equipment, tools, labor, and incidentals required for the above-stated project as set forth in the Specifications and to perform all work in the manner and time prescribed therein.

BIDDER declares that this proposal is based upon careful examination of the work site, Specifications and General Provisions. If this proposal is accepted for award, BIDDER agrees to enter into a contract with the CITY OF PARAMOUNT at the price set forth in the Bid Proposal Sheet.

BIDDER understands that a bid is required for the entire work, and that the items set forth in the Bid Specifications are solely for the purpose of comparing bids, that final compensation under the contract will be based upon the actual amount of work satisfactorily completed. THE CITY RESERVES THE RIGHT TO INCREASE OR DECREASE THE AMOUNT OF ANY QUANTITY SHOWN AND TO DELETE ANY ITEM FROM THE CONTRACT. It is agreed that the bid price includes all appurtenant expenses, taxes, royalties, and fees.

BIDDER understands that if awarded the contract, a 10 percent retention of the total bid price will be held for at least a period of 35 days while the Notice of Completion is filed and recorded, thereby complying with state law.

Bids must be submitted to the City of Paramount no later than **Thursday, April 14, at the hour of 11:00 a.m.** at the following address:

City of Paramount – Public Works Department
Attn: Mario Flores
15300 Downey Avenue
Paramount, CA 90723

The undersigned hereby proposes and agrees to provide services in accordance with the attached General Provisions and Specifications at the stated price: \$ 97,668.37.

Signature of Bidder Vitor Lopez

Firm Name Junior's Construction Inc.

Business Address 12150 Bloomfield Ave Suite C Santa Fe Springs CA 90670

Telephone No. (562)446-3962

Bidder's Contractor License No. 1017330 DIR No. 1000046435

Dated this 14Th day of April, 2022.