



AGENDA
ADJOURNED MEETING OF THE MAYWOOD CITY COUNCIL AND THE
SUCCESSOR AGENCY TO THE MAYWOOD COMMUNITY
REDEVELOPMENT AGENCY

WEDNESDAY, DECEMBER 17, 2025 AT 5:30 PM

Maywood City Council Chambers
4319 E. Slauson Avenue, Maywood, CA 90270
www.cityofmaywood.com

I. CALL TO ORDER/ROLL CALL

CALL TO ORDER
ROLL CALL

II. CITY OFFICIALS

MAYOR
Mayra Aguiluz

CITY CLERK
Jennifer E. Vasquez

MAYOR PRO TEM
Heber Marquez

CITY TREASURER
Jennifer E. Vasquez

COUNCIL MEMBERS
Eddie De La Riva
Frank Garcia
Jaime Flores

CITY MANAGER
Jennifer E. Vasquez

CITY ATTORNEY
Roxanne Diaz

III. MEETING PROCEDURES

THIS MEETING WILL BE HELD IN PERSON.

THE MEETING WILL BE AVAILABLE FOR VIEWING VIA ZOOM:

<https://us02web.zoom.us/j/88391860004> AND VIA THE CITY'S FACEBOOK PAGE.

Public Participation Options:

1. **In-Person:** Council Chambers located at 4319 E. Slauson Avenue, Maywood, CA
2. **Before the Meeting:** Public comment will be accepted for the record in advance by 4:30 p.m. the day of the meeting by email to miguel.leon@cityofmaywood.org; or if you are unable to email, please call the City Clerk's Office at (323) 562-5714. Your comment will be made part of the written record but will NOT be read verbally at the meeting.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the Council Meeting, please contact the City Clerk's Office (323) 562-5714 within 72 hours of the meeting.

IV. CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATOR, GOVERNMENT CODE SECTION 54957.6: CITY NEGOTIATOR: JENNIFER VASQUEZ, CITY MANAGER; EMPLOYEE ORGANIZATIONS: AFSCME DISTRICT COUNCIL 36, LOCAL 4319, MAYWOOD EMPLOYEES ASSOCIATION

CONFERENCE WITH LEGAL COUNSEL: ANTICIPATED LITIGATION-SIGNIFICANT EXPOSURE TO LITIGATION; GOVERNMENT CODE SECTION 54956.9(D)(2); THE CITY HAS RECEIVED A CLAIM FOR DAMAGES RELATED TO A SIDEWALK CONDITION AND THE CLAIM IS AVAILABLE FROM THE CITY CLERK.

V. MAYOR, COUNCILMEMBERS AND STAFF COMMENTS

VI. PUBLIC PARTICIPATION (Agenda Items; Time allotted: 3 minutes)

Speakers wishing to address the City Council on an item on the agenda may use the instructions provided in section **III. MEETING PROCEDURES** beginning on page 1 of this agenda.

VII. PRESENTATIONS

CELEBRATING RAJAS CON CREMA FOR A LEGACY OF SERVICE AND WELL EARNED RETIREMENT

RECOGNITION OF SERVICE AND AWARD PRESENTATION TO MAYOR MAYRA AGUILUZ

LOS ANGELES COUNTY SHERIFF'S DEPARTMENT: CITY UPDATE

VIII. PUBLIC HEARING

1. A PUBLIC HEARING FOR THE PROPOSED USES OF THE COMMUNITY

DEVELOPMENT BLOCK GRANT ALLOCATION FOR FISCAL YEAR 2026-2027
AND ADOPTION OF RESOLUTION NO. 6440 APPROVING THE FISCAL YEAR
2026-2027 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM BUDGET

IX. CONSENT CALENDAR

All matters listed under CONSENT CALENDAR are considered to be routine and can be acted on by one roll call vote. There will be no separate discussion of these items unless members of the City Council request specific items to be removed from the Consent Calendar for separate discussion or action.

2. MINUTES FOR THE NOVEMBER 13, 2025, SPECIAL CITY COUNCIL MEETING
— STATE OF THE CITY
3. MINUTES FOR THE NOVEMBER 18, 2025, SPECIAL CITY COUNCIL MEETING
4. MINUTES FOR THE NOVEMBER 19, 2025, ADJOURNED CITY COUNCIL
MEETING
5. REVENUE REPORT NOVEMBER 2025
6. MONTHLY CASH AND INVESTMENT REPORT NOVEMBER 2025
7. CONSIDERATION OF ADOPTING RESOLUTION NO. 6438 OF THE CITY
COUNCIL OF THE CITY OF MAYWOOD AND SUCCESSOR AGENCY TO THE
MAYWOOD COMMUNITY REDEVELOPMENT AGENCY APPROVING THE
WARRANTS FOR PAYMENT
8. CONSIDERATION OF RESOLUTION NO. 6439 OF THE SUCCESSOR AGENCY
OF THE FORMER REDEVELOPMENT AGENCY OF THE CITY OF MAYWOOD
APPROVING THE PROPOSED RECOGNIZED OBLIGATION PAYMENT
SCHEDULE AND ADMINISTRATIVE BUDGET FOR THE PERIOD JULY 1, 2026,
THROUGH JUNE 30, 2027
9. APPROVAL OF FINAL PARCEL MAP NO. 72846 (PC-581) AND
DETERMINATION OF CEQA EXEMPTION
10. CONSIDERATION OF AUTHORIZING THE ADVERTISEMENT OF A REQUEST
FOR PROPOSALS FOR JANITORIAL SERVICES AT CITY PARKS AND FACILITIES
11. CONSIDERATION OF APPROVING UPDATES TO THE MAYWOOD COMMUNITY
BENEFIT FUND GUIDELINES AND PROCEDURES
12. CONSIDERATION OF APPROVAL OF AMENDMENT NO. 1 TO THE
PROFESSIONAL SERVICES AGREEMENT WITH ADVANCED

MICROCOMPUTING CONCEPTS (AMC) MODERN IT

13. CONSIDERATION OF ADOPTING RESOLUTION NO. 6441 APPROVING AN UPDATED COMPREHENSIVE SALARY SCHEDULE FOR FISCAL YEAR 2025-26 IN ACCORDANCE WITH TITLE 2 OF THE CALIFORNIA CODE OF REGULATIONS SECTION 570.5 AND THE CALIFORNIA EMPLOYEES RETIREMENT SYSTEM ("CALPERS")

X. REORGANIZATION

14. SELECTION AND APPOINTMENT OF A NEW MAYOR / CHAIR AND MAYOR PRO TEM / VICE CHAIR

XI. DISCUSSION/ACTION ITEMS

15. CONSIDERATION OF APPROVING THE COMMUNITY BENEFIT FUND APPLICATION FROM RIVER IN ACTION IN THE AMOUNT OF \$15,000
16. CONSIDERATION OF APPROVING THE COMMUNITY BENEFIT FUND APPLICATION FROM MAYWOOD ACADEMY MARCHING BAND IN THE AMOUNT OF \$7,500
17. CONSIDERATION OF APPROVING THE COMMUNITY BENEFIT FUND APPLICATION FROM CAL STATE LA UNIVERSITY AUXILIARY SERVICES INC IN THE AMOUNT OF \$10,800
18. CONSIDERATION OF THE PROPOSED CITY EVENTS AND PROGRAMMING SCHEDULE FOR CALENDAR YEAR 2026
19. DISCUSSION AND DIRECTION REGARDING AMENDMENTS TO DESIGN REVIEW REQUIREMENTS IN ZONING CODE SECTION 5130
20. CONSIDERATION OF THE RENEWAL OF A COMMERCIAL CANNABIS MICROBUSINESS LICENSE FOR CHRON MAYWOOD, LLC.
21. DISCUSSION AND ACTION ON CITY COUNCIL APPOINTMENTS TO EXTERNAL BOARDS AND COMMITTEES
22. URGENCY ORDINANCE 25-05 OF THE CITY OF MAYWOOD, CALIFORNIA ADOPTING BY REFERENCE THE 2025 CALIFORNIA BUILDING CODE; THE 2025 CALIFORNIA RESIDENTIAL CODE; THE 2025 CALIFORNIA ELECTRICAL CODE; THE 2025 CALIFORNIA MECHANICAL CODE; THE 2025 CALIFORNIA PLUMBING CODE; THE 2025 CALIFORNIA ENERGY CODE; THE 2025 CALIFORNIA FIRE CODE; THE 2025 CALIFORNIA GREEN BUILDING STANDARDS CODE; THE 2025 CALIFORNIA HISTORICAL BUILDING CODE; THE 2025 CALIFORNIA EXISTING BUILDING CODE; THE 2025 CALIFORNIA

REFERENCED STANDARDS CODE; THE 2025 CALIFORNIA ADMINISTRATIVE CODE; THE 1997 UNIFORM HOUSING CODE; THE UNIFORM CODE FOR THE ABATEMENT OF DANGEROUS BUILDINGS; AND THE 2024 INTERNATIONAL PROPERTY MAINTENANCE CODE, INCLUDING CERTAIN AMENDMENTS; AMENDING TITLE 8 OF THE MAYWOOD MUNICIPAL CODE; FINDING THE ACTION EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO THE COMMON SENSE EXEMPTION OF CEQA GUIDELINES SECTION 15061(b)(3); AND DECLARING THE URGENCY THEREOF

XII. PUBLIC PARTICIPATION (Non-Agenda Items; Time allotted: 3 minutes)

Speakers wishing to address the City Council on a non- agenda item you may use the instructions provided in section **III. MEETING PROCEDURES** beginning on page 1 of this agenda.

XIII. ADJOURNMENT - The next Adjourned Meeting of the Maywood City Council is January 28, 2026, at 6:00 p.m. in the City Council Chambers.

PUBLIC ACCESS TO MEETING AGENDA AND AGENDA PACKETS

I, _____, City Clerk / Deputy City Clerk, hereby certify that this agenda was duly posted by law at 4319 E. Slauson Avenue, Maywood, CA 90270 and the City Website. Any public record, relating to an open session agenda item, that is distributed within 72 hours prior to the meeting is available for public inspection at the Maywood City Hall, 4319 E. Slauson Avenue, Maywood CA 90270. If you challenge in court any discussion or action taken concerning an item on this Agenda, you may be limited to rising only those issues you or someone else raised during the meeting or in written correspondence delivered to the City at or prior to the City's consideration of the item at the meeting. In compliance with the ADA, if you need special assistance for the meeting, call (323) 562-5723 within 72 hours prior to the meeting so the City can make reasonable arrangements to ensure accessibility.





City of Maywood / LASD

November Crime Statistics

Month-to-Month Change



	Oct'25	Nov'25	(Oct'25-Nov'25)
Crimes Against a Person			
Homicide	0	0	No Change
Sexual Assault	1	0	↓ -1
Aggravated Assault	1	5	↑ 4
Crimes Against Property			
Robbery (Armed)	0	0	No Change
Robbery (Other)	1	1	No Change
Burglary (Residential)	0	0	No Change
Burglary (Other)	3	2	↓ -1
Grand Theft	2	1	↓ -1
Theft from Vehicle	7	4	↓ -3
Petty Theft	5	4	↓ -1
Auto Theft	6	15	↑ 9
Arson	0	0	No Change



City of Maywood / LASD

November Crime Statistics

Year-to-Year Change



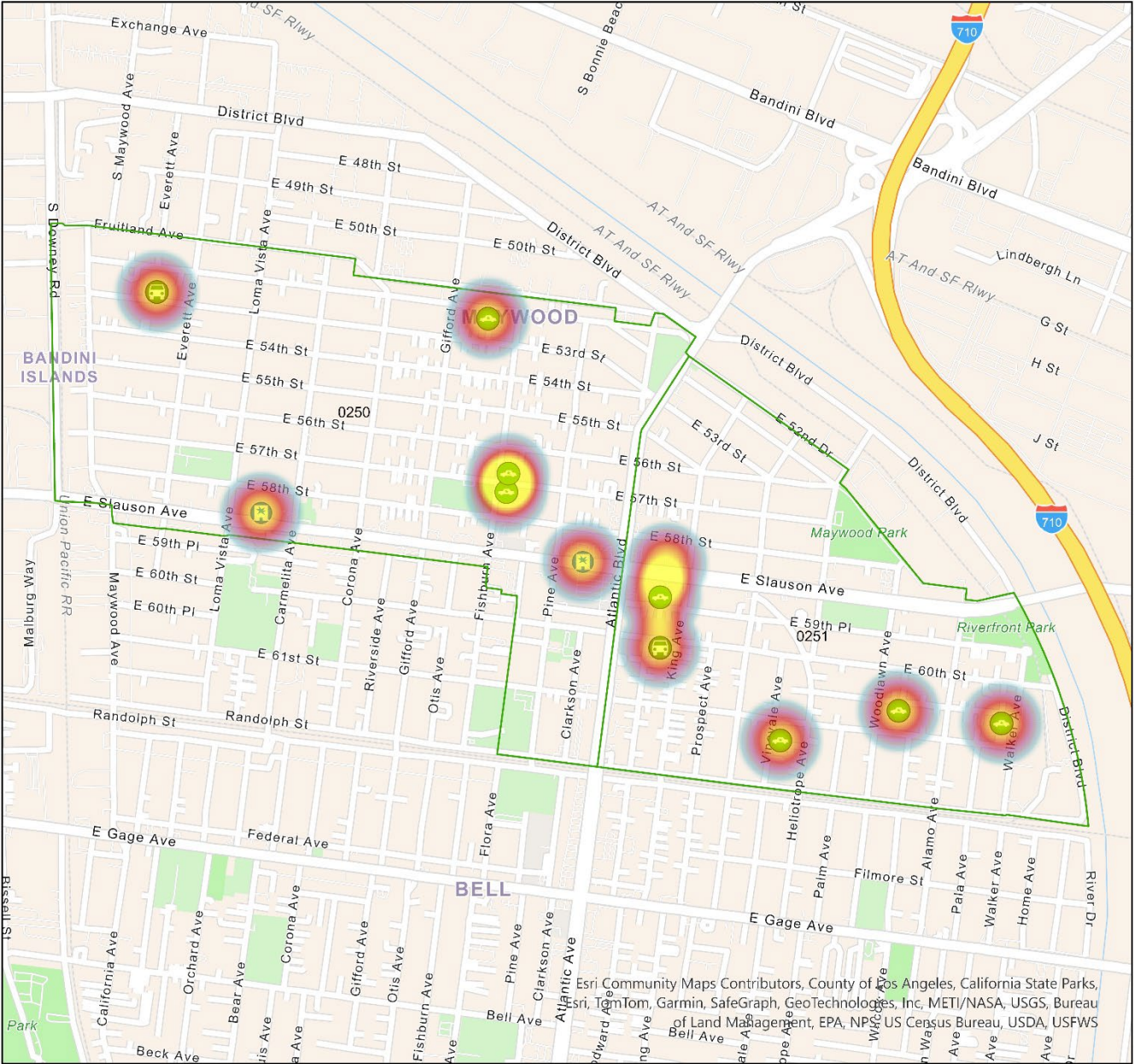
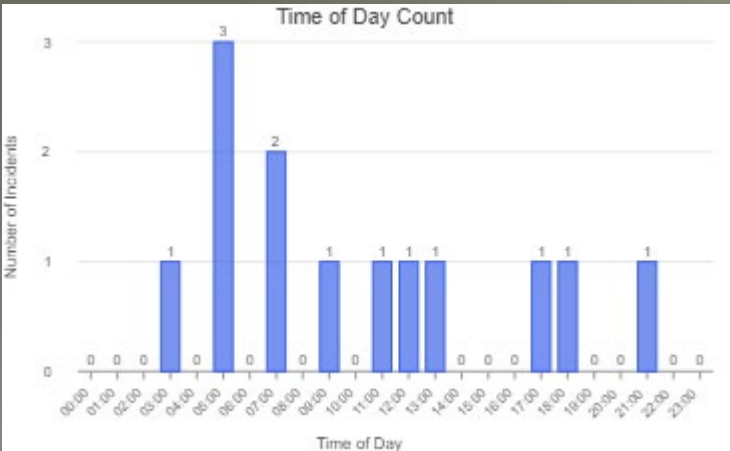
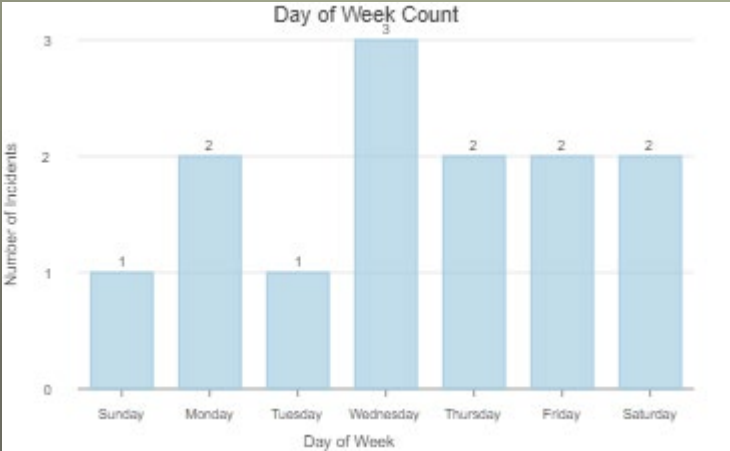
	Nov'24	Nov'25	(Nov'24–Nov'25)
Crimes Against a Person			
Homicide	1	0	↓ -1
Sexual Assault	2	0	↓ -2
Aggravated Assault	15	5	↓ -10
Crimes Against Property			
Robbery (Armed)	3	0	↓ -3
Robbery (Other)	4	1	↓ -3
Burglary (Residential)	0	0	No Change
Burglary (Other)	9	2	↓ -7
Grand Theft	3	1	↓ -2
Theft from Vehicle	7	4	↓ -3
Petty Theft	8	4	↓ -4
Auto Theft	28	15	↓ -13
Arson	0	0	No Change

City of Maywood Crime Trend

Source: LARCIS Master Query
12/03/2025

City of Maywood Crime Trends in the categories of:
Robbery (Weapon and Strong-Arm), Burglary (Commercial), Grand Theft, GTA, Vehicle Burglary, Petty Theft, and Sex Felony.

Most Freq. RDs: RD 0251 - 8, RD 0250 - 5.



**Los Angeles Sheriff**

East LA - City of Maywood
Crime Trend
11/01 - 11/15/2025

Legend

-  BURGLARY, OTHER STRUCTURE
-  GRAND THEFT VEHICLE (GTA)
-  VEHICLE BURGLARY
- 


0 0.1 0.2 Miles

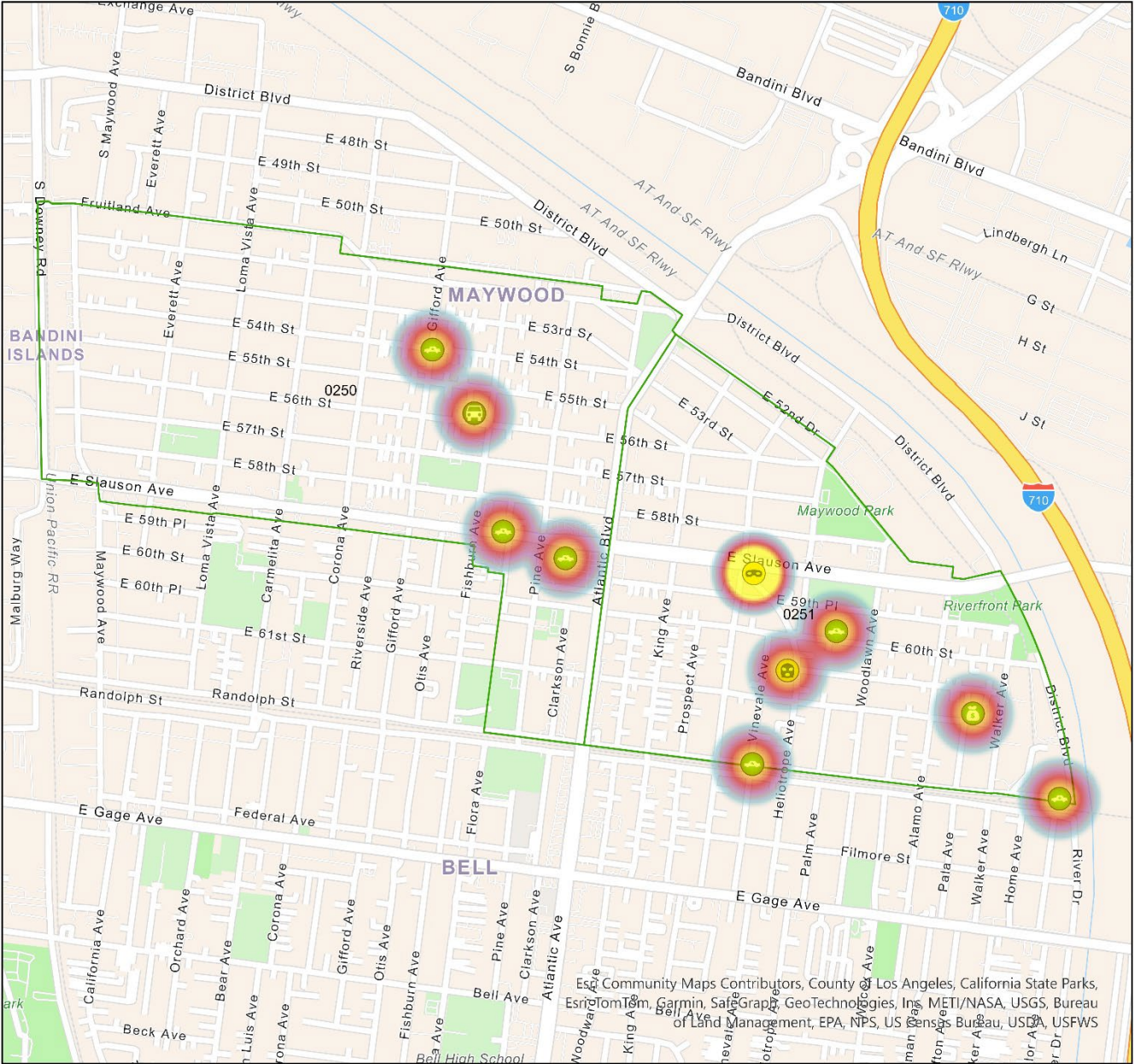
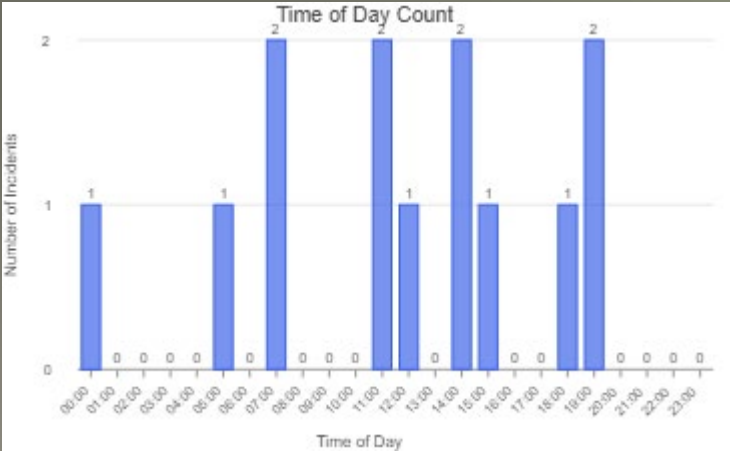
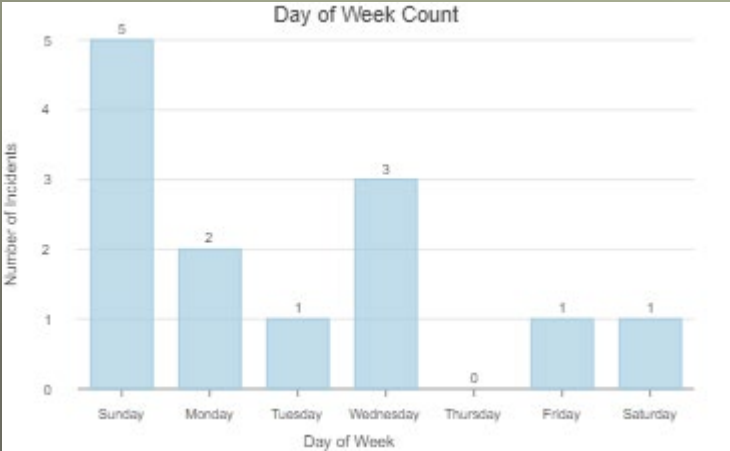
This agency is not responsible for the misinterpretation of this map and makes no inference or judgment as to the relative safety of particular areas. This map does not meet national map accuracy standards and should not be used for engineering purposes.

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Most Freq. RDs: RD 0251 - 8, RD 0250 - 5.



Los Angeles Sheriff

East LA - City of Maywood Crime Trend
11/16 - 11/30/2025

Legend

- BURGLARY, OTHER STRUCTURE
- GRAND THEFT VEHICLE (GTA)
- GRAND THEFT
- ROBBERY, STRONG-ARM
- THEFT, PETTY
- VEHICLE BURGLARY

Sparse
Dense

0 0.1 0.2 Miles

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AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 1.

DATE: December 17, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: JENNIFER VASQUEZ, CITY MANAGER

SUBJECT: A PUBLIC HEARING FOR THE PROPOSED USES OF THE COMMUNITY DEVELOPMENT BLOCK GRANT ALLOCATION FOR FISCAL YEAR 2026-2027 AND ADOPTION OF RESOLUTION NO. 6440 APPROVING THE FISCAL YEAR 2026-2027 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM BUDGET

RECOMMENDATION:

Staff recommends that the City Council, after holding a public hearing, adopt Resolution No. 6440 approving the FY 2026-2027 Community Development Block Grant (CDBG) program budget.

BACKGROUND:

Each program year, the City receives an annual Community Development Block Grant (CDBG) allocation from the U.S. Department of Housing and Urban Development (HUD) through the Los Angeles County Development Authority (LACDA). The CDBG allocation from the LACDA for Fiscal Year (FY) 2026-2027 will form part of the City's Overall Budget in Fund 243 entitled CDBG.

It is estimated that the City's allocated funding will be \$292,204. The City will also have approximately \$40,229 in unallocated funds from prior years' project close-outs for a total of \$332,433 to use for programs and projects. As a CDBG Subrecipient of the LACDA, the City of Maywood must submit a *CDBG Program Planning Summary* describing the proposed programs and funding allocations for FY 2026-2027 by February 2, 2026. The intended use of this funding is for various community development programs and projects to benefit low- and moderate-income persons.

DISCUSSION:

The CDBG Program seeks to ensure that the needs and resources of the community are included in a comprehensive planning effort to revitalize distressed neighborhoods and help low- and moderate-income residents. Currently, CDBG funds are used to fund a portion of the Graffiti Removal Program, Code Enforcement activities, Park Improvements Project, and Sidewalk Rehabilitation Project. HUD encourages and requires that the City involve the general public in the development of the City's CDBG Program. Accordingly, this public hearing was noticed through the attached public hearing notice, pursuant to HUD and LACDA requirements, and complies with citizen participation regulations.

The public hearing is a part of HUD's public participation process and is one of the primary vehicles for community involvement in the City's CDBG planning process.

PROPOSED FY 2026-2027 CDBG PROGRAM DESCRIPTIONS

Graffiti Removal Program:

The Graffiti Removal program provides for the removal of graffiti from public areas and private property where graffiti is visible from the public right-of-way. CDBG funds pay for graffiti removal contractor services. CDBG program regulations identify graffiti abatement as a public service, which is subject to a fifteen percent (15%) cap of the annual allocation (15% of \$292,204 = \$43,830). FY 2026-2027 funding request is \$43,830.

Code Enforcement Activities:

The Code Enforcement program aids in the elimination of substandard housing, removal of blighted conditions, promoting property maintenance, and ensuring conformance with City zoning and building ordinances, as well as the enforcement of applicable State and County Health codes. Fund 243 CDBG is allocated to support Personal Services (PS) [Salaries and Benefits] of 100% of the Code Enforcement Officer I, 20% of the Director of Building and Planning, 5% of the Senior Accountant, 5% of the Accounting Specialist, and for Non-Personal Services (NPS) costs associated with program implementation. In addition, CDBG funds are used for project administration, which is up to a maximum of 20% of the project allocation. The allocation for CDBG administration is \$35,000 (16% of \$220,000). FY 2026-2027 funding request is \$220,000.

Sidewalk Rehabilitation Project:

The Sidewalk Rehabilitation Project will provide funding for various repairs to damaged sidewalks, curbs and gutters, driveway approaches, adjacent asphalt pavement, and additional items associated with sidewalk repairs in targeted locations throughout the City. CDBG funds are used for design, engineering, plans and specifications, and construction costs associated with project implementation. The proposed allocation includes funding for CDBG project administration and contract compliance. The FY 2026-2027 funding request is \$68,603.

The cost of project administration, coordination, monitoring, reporting, and contract compliance services are charged on a project-based model which allows the City to pay for costs associated with meeting the regulatory requirements on a per project basis. CDBG funds are used to reimburse the City for personnel and non-personnel costs, including the funding for contract services required for CDBG project administration. The City's CDBG contracted services include the CDBG Program Consultant.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

Fiscal Year 2026-2027 funding for the Community Development Block Grant (CDBG) Program is estimated at \$332,433 - Department Code 150 - Community Development Block Grant. Approval of the proposed CDBG funding allocations will be incorporated into the Fiscal Year 2026-2027 City Budget. The CDBG Program does not impact the City's General Fund budget.

ATTACHMENT(S)

1. FY 2026 Resolution No. 6440
2. FY 2026-2027 CDBG Program Public Hearing Notice

RESOLUTION NO. 6440

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAYWOOD APPROVING FISCAL YEAR 2026-2027 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM BUDGET

WHEREAS, on August 22, 1974, the President of the United States signed into law the Housing and Community Development Act of 1974 (Act); and

WHEREAS, the primary goals of Title 1 of the Act are the development of viable urban communities by providing decent housing and a suitable living environment, and expanding economic opportunities, principally for persons of low and moderate income; and

WHEREAS, the City will receive a Community Development Block Grant (CDBG) allocation from the Los Angeles County Development Authority in the amount of \$292,204 in FY 2026-2027 CDBG funds and \$40,229 in unallocated CDBG funds for a total of \$332,433; and

WHEREAS, staff has prepared the proposed FY 2026-2027 CDBG program budget to the City Council attached hereto as Exhibit "A".

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MAYWOOD DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. That the Maywood City Council hereby approves CDBG program budget as set forth in Exhibit A and instructs staff to submit the CDBG Program Planning Summary for approval to the Los Angeles County Development Authority.

Section 2. That the City Manager is authorized to execute the contractual and related documents to be prepared by the County of Los Angeles that are required for the implementation of the CDBG Program.

Section 3. That the City Manager is authorized to adjust the program budget as necessary to take into account the final CDBG allocation from the U.S. Department of Housing and Urban Development (HUD) and any amounts remaining unspent at the close of the fiscal year.

PASSED, APPROVED AND ADOPTED THIS 17th day of December 2025.

Mayra Aguiluz, Mayor

ATTEST:

Miguel Leon, Deputy City Clerk

APPROVED AS TO FORM:

Roxanne Diaz, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES)
CITY OF MAYWOOD)

I, Miguel Leon, Deputy City Clerk of the City of Maywood, do hereby certify that the foregoing Resolution No. 6440 was adopted at a regular meeting of the City Council of the City of Maywood held on the 17th day of December 2025 by the following vote:

AYES:

NAYES:

ABSENT:

ABSTAINED:

Miguel Leon, Deputy City Clerk

EXHIBIT A
CDBG Program Budget FY 2026-2027

<u>PROGRAM</u>	<u>ALLOCATION</u>	<u>UNALLOCATED</u>	<u>TOTALS</u>
<u>PUBLIC SERVICE ACTIVITIES</u>			
(15% of Annual Allocation: \$43,830)			
Graffiti Removal Program	\$ 43,830		\$ 43,830
<u>CODE ENFORCEMENT</u>			
Code Enforcement Program	\$ 220,000		\$ 220,000
<u>PUBLIC WORKS PROJECT</u>			
Sidewalk Rehabilitation Project	\$ 28,374	\$ 40,229	\$ 68,603
TOTAL ALLOCATION	\$ 292,204	\$ 40,229	\$ 332,433



CITY OF MAYWOOD NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City Council of the City of Maywood will conduct a Public Hearing, at which time you may be heard, concerning the below-stated action. The Public Hearing will be held on Wednesday, December 17, 2025, at 6:00 p.m.; see below for participation options.

FISCAL YEAR (FY) 2026-2027 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

The City of Maywood will receive an estimated \$292,204 in Community Development Block Grant (CDBG) funds and approximately \$40,229 in unallocated CDBG funds for a total of \$332,433 as a participant in the FY 2026-2027 Los Angeles Urban County CDBG program. These funds will be available to the City on July 1, 2026.

The funds may be used for a variety of community development activities such as residential and commercial property rehabilitation, graffiti removal, land acquisition, public service activities, public works improvements, economic development activities, and planning and administration of the CDBG programs. All programs will be implemented to provide primary benefit to low- and moderate-income residents of the City.

PROPOSED FY 2026-2027 CDBG PROGRAM DESCRIPTIONS

Graffiti Removal Program – CDBG Project Number 601410-26

Proposed Allocation: \$ 43,830

The Graffiti Removal program provides for the removal of graffiti from public areas and private property where graffiti is visible from the public right-of-way. CDBG funds pay for graffiti removal contractor services.

Code Enforcement – CDBG Project Number 600791-26

Proposed Allocation: \$220,000

The Code Enforcement program aids in the elimination of substandard housing, removal of blighted conditions, promoting property maintenance, and ensuring conformance with City zoning and

building ordinances, as well as State and County Health codes. CDBG funds pay for City staff and for non-personnel costs associated with program implementation.

Sidewalk Rehabilitation Project – CDBG Project Number To Be Assigned

Proposed Allocation: \$ 68,603

The Sidewalk Rehabilitation Project will provide funding for various repairs to damaged sidewalks, curbs and gutters, driveway approaches, adjacent asphalt pavement, and additional items associated with sidewalk repairs in targeted locations throughout the City. CDBG funds are used for design, engineering, plans and specifications, construction, and contract compliance costs associated with project implementation.

Questions regarding the FY 2026-2027 CDBG Program may be directed to City Hall at the following address:

City of Maywood
Attn: Miguel Leon, Deputy City Clerk
4319 E. Slauson Ave.
City of Maywood, CA 90270
Email: miguel.leon@cityofmaywood.org

If you want to submit a public comment before the meeting: Public comment will be accepted for the record in advance by 4:30 pm the day of the meeting by email to miguel.leon@cityofmaywood.org; or if you are unable to email, please call the City Clerk's Office at (323) 562-5714. Your comment will be made part of the written record but will NOT be read verbally at the meeting.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the Council meeting, please contact the City Clerk's Office, (323) 562-5714 within 48 hours of the meeting.

Published: November 27, 2025

Miguel Leon
Deputy City Clerk



MEETING MINUTES
SPECIAL MEETING OF THE MAYWOOD CITY COUNCIL
STATE OF THE CITY

THURSDAY, NOVEMBER 13, 2025 AT 5:30 PM

Maywood Center for Enriched Studies (MaCES)
5800 King Avenue, Maywood, CA 90270
www.cityofmaywood.com

I. CALL TO ORDER/ROLL CALL

The meeting was called to order at approximately 5:30 p.m. by Mayor Aguiluz.

Deputy City Clerk Leon performed roll call:

Councilmember Jaime Flores (present)
Councilmember Frank Garcia (present)
Councilmember Eddie De La Riva (present)
Mayor Pro Tem Heber Marquez (present)
Mayor Mayra Aguiluz (present)

II. MEETING PROCEDURES

THIS MEETING WILL BE HELD IN PERSON.

The Maywood City Council welcomes your attendance and participation at the 2025 State of the City. The meeting will take place at the **Maywood Center for Enriched Studies (MaCES), 5800 King Avenue, Maywood, CA 90270.**

Members of the public wishing to address the City Council on the agenda item may do so by completing a **Speaker Card**, available at the meeting, and submitting it to City staff prior to the start of the meeting.

In compliance with the **Americans with Disabilities Act (ADA)**, if you require special assistance to participate in the meeting, please contact the City Clerk's Office at (323) 562-5723 at least 24 hours before the meeting so that reasonable arrangements can be made to ensure accessibility.

III. PUBLIC PARTICIPATION (Agenda Items; Time allotted: 1 minute)

There were no public comments.

IV. PRESENTATIONS

2025 STATE OF THE CITY ADDRESS PRESENTED BY MAYOR AGUILUZ

V. ADJOURNMENT –

The meeting adjourned at approximately 7:46 p.m. to the Special Meeting of the Maywood City Council, Tuesday, November 18, 2025, at 5:30 p.m. in the City Council Chambers.

Attest by: _____
Deputy City Clerk, Miguel Leon

Approved by: _____
Mayor, Mayra Aguiluz



MEETING MINUTES

SPECIAL MEETING — STUDY SESSION OF THE MAYWOOD CITY COUNCIL

TUESDAY, NOVEMBER 18, 2025 AT 5:30 PM

Maywood City Council Chambers
4319 E. Slauson Avenue, Maywood, CA 90270
www.cityofmaywood.com

I. CALL TO ORDER/ROLL CALL

The meeting was called to order at approximately 5:32 p.m. by Mayor Aguiluz.

Deputy City Clerk Leon performed roll call:

Councilmember Jaime Flores (present)
Councilmember Frank Garcia (present)
Councilmember Eddie De La Riva (present)
Mayor Pro Tem Heber Marquez (present)
Mayor Mayra Aguiluz (present)

II. CITY OFFICIALS

MAYOR
Mayra Aguiluz

CITY CLERK
Jennifer E. Vasquez (present)

MAYOR PRO TEM
Heber Marquez

CITY TREASURER
Jennifer E. Vasquez (present)

COUNCIL MEMBERS
Eddie De La Riva
Frank Garcia
Jaime Flores

CITY MANAGER
Jennifer E. Vasquez (present)

CITY ATTORNEY
Lindsay Thorson (present)

STAFF

Rimo Hanson, Finance Director (present)
Daisy Guerrero, Deputy Director of Building & Planning (present)

III. MEETING PROCEDURES

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THE MEETING WILL BE AVAILABLE FOR VIEWING VIA ZOOM:

<https://us02web.zoom.us/j/83098994491> AND VIA THE CITY'S FACEBOOK PAGE.

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In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the Council Meeting, please contact the City Clerk's Office (323) 562-5714 within 72 hours of the meeting.

IV. MAYOR, COUNCILMEMBERS AND STAFF COMMENTS

Comments were provided by members of the City Council.

V. PUBLIC PARTICIPATION (Agenda Items Only; Time allotted: 3 minutes)

Speakers wishing to address the City Council on an item on the agenda may use the instructions provided in section III. MEETING PROCEDURES beginning on page 1 of this agenda.

The following individuals provided public comments on agenda items:

1. Edwin Movagharian
2. Ian Delanca
3. Jonathan Tull

VI. DISCUSSION/ITEM

1. OVERVIEW OF STATE AND LOCAL CANNABIS SALES TAXED AND DISCUSSION AND DIRECTION REGARDING SAME

Mark Lovelace, Senior Policy Advisor of HdL Companies, provided a presentation on City of Maywood Cannabis Policy Study Session. City Council provided their comments. No action on this item. Staff received further direction.

VII. ADJOURNMENT

The meeting adjourned at approximately 6:26 p.m. to the next Adjourned Meeting of the Maywood City Council, Wednesday, November 19, 2025, at 6:00 p.m. in the City Council Chambers.

Attest by: _____
Deputy City Clerk, Miguel Leon

Approved by: _____
Mayor, Mayra Aguiluz



MEETING MINUTES

ADJOURNED MEETING OF THE MAYWOOD CITY COUNCIL AND THE SUCCESSOR AGENCY TO THE MAYWOOD COMMUNITY REDEVELOPMENT AGENCY

WEDNESDAY, NOVEMBER 19, 2025 AT 6:00 PM

Maywood City Council Chambers
4319 E. Slauson Avenue, Maywood, CA 90270
www.cityofmaywood.com

I. CALL TO ORDER/ROLL CALL

The meeting was called to order at approximately 6:00 p.m. by Mayor Aguiluz.

Deputy City Clerk Leon performed roll call:

Councilmember Jaime Flores (present)
Councilmember Frank Garcia (present)
Councilmember Eddie De La Riva (present)
Mayor Pro Tem Heber Marquez (present)
Mayor Mayra Aguiluz (present)

II. CITY OFFICIALS

MAYOR
Mayra Aguiluz

MAYOR PRO TEM
Heber Marquez

COUNCIL MEMBERS
Eddie De La Riva
Frank Garcia
Jaime Flores

CITY CLERK
Jennifer E. Vasquez (present)

CITY TREASURER
Jennifer E. Vasquez (present)

CITY MANAGER
Jennifer E. Vasquez (present)

CITY ATTORNEY
Lindsay Thorson (present)

STAFF

Rimo Hanson, Finance Director (present)
Daisy Guerrero, Deputy Director of Building & Planning (present)

III. MEETING PROCEDURES

THIS MEETING WILL BE HELD IN PERSON.

THE MEETING WILL BE AVAILABLE FOR VIEWING VIA ZOOM:

<https://us02web.zoom.us/j/88551984986> AND VIA THE CITY'S FACEBOOK PAGE.

Public Participation Options:

1. **In-Person:** Council Chambers located at 4319 E. Slauson Avenue, Maywood, CA
2. **Before the Meeting:** Public comment will be accepted for the record in advance by 4:30 p.m. the day of the meeting by email to miguel.leon@cityofmaywood.org; or if you are unable to email, please call the City Clerk's Office at (323) 562-5714. Your comment will be made part of the written record but will NOT be read verbally at the meeting.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the Council Meeting, please contact the City Clerk's Office (323) 562-5714 within 72 hours of the meeting.

IV. MAYOR, COUNCILMEMBERS AND STAFF COMMENTS

Comments were provided by members of the City Council.

V. PUBLIC PARTICIPATION (Agenda Items Only; Time allotted: 3 minutes)

There were no public comments.

VI. PRESENTATIONS

LOS ANGELES COUNTY SHERIFF'S DEPARTMENT: CITY UPDATE

Special Assignment Deputy Peña provided a brief monthly presentation on the City's crime statistics and updates.

2025 HALLOWEEN HOME DECORATION CONTEST WINNERS

Community Services Supervisor announced the winners of the Halloween Home Decorating Contest.

VII. CONSENT CALENDAR

MOTION: It was moved by **Council Member De La Riva**, seconded by **Council Member Garcia**, to adopt the Consent Calendar **Items 1 through 6 and Items 8 and 9**.
Motion Passed [5-0].

AYES: Aguiluz, Marquez, De La Riva, Garcia, Flores.

1. MINUTES FOR THE OCTOBER 22, 2025, REGULAR CITY COUNCIL MEETING
2. MONTHLY CASH AND INVESTMENT REPORT OCTOBER 2025
3. REVENUE REPORT OCTOBER 2025
4. CONSIDERATION OF ADOPTING RESOLUTION NO. 6436 OF THE CITY COUNCIL OF THE CITY OF MAYWOOD AND SUCCESSOR AGENCY TO THE MAYWOOD COMMUNITY REDEVELOPMENT AGENCY APPROVING THE WARRANTS FOR PAYMENT
5. APPROVAL OF AUDIT ENGAGEMENT LETTER FOR FINANCIAL STATEMENT AUDIT SERVICES — FY 2024-25 WITH VAN LANT & FANKHANEL, LLP IN THE AMOUNT OF \$40,950.
6. APPROVAL OF FINAL PARCEL MAP NO. 84166, FOR A HOUSING DEVELOPMENT PROJECT LOCATED AT 4536 E. 59TH PLACE AND FINDING OF AN EXEMPTION FROM CEQA
7. RECONSIDERATION OF THE CITY'S PREVIOUS ACTION AND RESCIND THE AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH FLOCK GROUP INC. FOR AUTOMATED LICENSE PLATE READERS (ALPR) FOR PUBLIC SAFETY TECHNOLOGY SERVICES

Mayor Aguiluz pulled Item 7 for discussion and provided comments.
The City Council discussed the item.

MOTION: It was moved by **Mayor Aguiluz**, seconded by **Council Member De La Riva**, to approve the reconsideration item and rescind the City's previous authorization regarding the ALPR agreement with Flock Group Inc.
Motion Passed [5-0].

AYES: Aguiluz, Marquez, De La Riva, Garcia, Flores.

8. CONSIDERATION TO APPROVE AN AMENDMENT TO EXTEND THE WILLDAN ENGINEERING PROFESSIONAL SERVICES AGREEMENT FOR CODE COMPLIANCE SERVICES IN AN ADDITIONAL AMOUNT NOT TO EXCEED \$40,000.00
9. CONSIDERATION TO APPROVE THE MEMORANDUM OF UNDERSTANDING FOR THE MAINTENANCE AND OPERATIONS OF THE JOHN ANSON FORD PARK INFILTRATION CISTERN PROJECT IN AN ANNUAL AMOUNT OF \$5,320.00

VIII. DISCUSSION/ACTION ITEMS

10. CONSIDER THE APPOINTMENT OF THREE (3) YOUTHS TO FILL VACANCIES ON THE MAYWOOD YOUTH COMMISSION

City Manager Vasquez presented the report.

The City Council reviewed applications and interviewed eleven candidates. City Council provided their comments. The City Council appointed Valentina Ortiz, Pedro Velez, and Hailey Montenegro to the Youth Commission.

11. ADOPT RESOLUTION NO. 6437 APPROVING A COST-OF-LIVING ADJUSTMENT (COLA) AND WORK-FROM-HOME OPTION FOR NON-REPRESENTED EMPLOYEES INCLUDING THE FINANCE DIRECTOR; DEPUTY DIRECTOR OF BUILDING AND PLANNING; HUMAN RESOURCES/RISK MANAGER; AND DEPUTY CITY CLERK/ ASSISTANT TO THE CITY MANAGER

City Manager Vasquez presented the report. City Council provided their comments.

MOTION: It was moved by **Council Member De La Riva**, seconded by **Mayor Pro Tem Marquez**, to adopt Resolution No. 6437 approving a 4 percent cost-of-living adjustment and a one-day-per-week work-from-home option for non-represented employees, effective July 1, 2025.

Motion Passed [5-0].

AYES: Aguiluz, Marquez, De La Riva, Garcia, Flores.

12. DISCUSSION REGARDING THE UPDATE TO THE ZONING CODE AND PROVIDE DIRECTION REGARDING A REQUEST FOR PROPOSAL FOR THE UPDATE

Deputy Director of Building and Planning presented the report. City Council provided their comments.

MOTION: It was moved by **Council Member Garcia**, seconded by **Council Member De La Riva**, to direct staff to prepare a Request for Proposals for a update to the City's zoning code.

Motion Passed [5-0].

AYES: Aguiluz, Marquez, De La Riva, Garcia, Flores.

13. CONSIDERATION OF APPROVING THE COMMUNITY BENEFIT FUND APPLICATION FROM IRVINE FC ACADEMY - MAYWOOD IN THE AMOUNT OF \$10,000 TO SUPPORT THE YOUTH SOCCER PROGRAM TOURNAMENT FEES AND FIELD RENTAL COST

City Manager Vasquez presented the report. City Council provided their comments.

MOTION: It was moved by **Mayor Aguiluz**, seconded by **Council Member Garcia**, to approve the Community Benefit Fund application from Irvine FC Academy - Maywood in the amount of \$10,000.
Motion Passed [5-0].

AYES: Aguiluz, Marquez, De La Riva, Garcia, Flores.

IX. PUBLIC PARTICIPATION (Non-Agenda Items; Time allotted: 3 minutes)

The following individuals provided public comments on agenda items:

1. David Perez

X. ADJOURNMENT

The meeting adjourned at approximately 7:27 p.m. to the next Adjourned Meeting of the Maywood City Council, Wednesday, December 17, 2025, at 6:00 p.m. in the City Council Chambers.

Attest by: _____
Deputy City Clerk, Miguel Leon

Approved by: _____
Mayor, Mayra Aguiluz

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 5.

DATE: December 17, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: RIMO HANSON, FINANCE DIRECTOR

SUBJECT: REVENUE REPORT NOVEMBER 2025

RECOMMENDATION:

Staff recommends that the City Council receive and file the Revenue Report for the months of July–November 2025.

BACKGROUND:

In an effort to maintain transparency, the City's Finance Department prepares a monthly Revenue Report for the City's Council's review.

DISCUSSION:

General Fund revenues are not received evenly throughout the fiscal year. During the first half of the fiscal year, there is always an issue of timing difference whereby cash receipts do not align with the projected budget forecast, but during the second half of the year the cash receipts gradually begin to align with the projected budget. See attachment 1 and 2 for revenue details comparison between July–November 2024 and July–November 2025 and explanations in the "**Comments**" column.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

There is no fiscal impact with this action.

ATTACHMENT(S)

1. July - November 2025 City of Maywood FY 2025-2026 - General Fund
2. July - November 2025 City of Maywood FY 2025-2026 - Special Revenue

Year-To-Date Revenue Report-General Fund
FY 2025-2026
As of November 30, 2025

Acct #	Account Description	Adopted Budget FY 2025-26	July 2024 - November 2024	July 2025 - November 2025	Variance	% YTD Revenue Received to Adopted Budget	Comments
		A	B	C	=(C-B)	=(C/A)	
Taxes:							
Various	Property Taxes	\$ 793,230	\$ 55,158	\$ 36,671	\$ (18,487)	4.62%	Major payments receive in December and March.
4203/4302	Franchise & Collectors Fee	604,000	105,133	112,781	7,648	18.67%	Received Quarterly.
4211	Utility Users Tax	1,500,000	537,056	553,902	16,846	36.93%	Received in the following month.
4206	Transfer Tax	16,000	10,945	4,582	(6,363)	28.64%	Based on activities.
4202	Transient Occupancy Tax (TOT)	83,000	23,634	23,761	127	28.63%	Received Quarterly.
4212	Cannabis Sales Tax	1,650,000	74,284	265,825	191,541	16.11%	Received Quarterly.
4213	Cannabis Sales Tax - Installment Pmts	-	-	63,643	63,643	0.00%	This is a new account to account for installment payments.
4201	Sales and Use Tax (Retail Sales Tax)	2,240,720	496,661	514,578	17,917	22.96%	Received in the following month.
Taxes Total		6,886,950	1,302,871	1,575,743	291,359	22.88%	
Licenses & Permits:							
4301	Compliance Program Fee	47,810	-	-	-	0.00%	Payment is generally received in March.
Various	Plumbing, Electrical & Conditional/Land Used Permits	13,220	5,478	5,692	214	43.06%	Permits fluctuate based on activities.
4305	Public Works Permit Fees	100,000	56,381	98,183	41,802	98.18%	Fees fluctuate based on activities.
Various	Other Fees & Permits	25,694	8,580	8,267	(313)	32.17%	Fees fluctuate based on activities.
4320	Occupancy Permits	1,200	1,165	-	(1,165)	0.00%	Fees fluctuate based on activities.
4313	Building Permits	70,000	33,352	44,931	11,579	64.19%	Fees fluctuate based on activities.
4751	Rental Registry Program Fees	60,000	-	83,304	83,304	138.84%	The City started collecting the fees in January 2025.
4753	Rental Registry Program - Late Fees	-	-	41,652	41,652	0.00%	New revenue source beginning January 2025.
4307	Commercial Cannabis Renewal Fees	74,250	14,850	14,850	-	20.00%	Five business licenses: one due in December and four due in April.
4322	Parking Permits	65,000	37,462	36,262	(1,200)	55.79%	Parking Permits issued during Sept.
4311	Apartment License	22,000	320	1,054	734	4.79%	Majority of payments are received in January-March.
4205	Business License Tax	267,000	16,147	19,238	3,091	7.21%	Majority of payments are received in January-March.
4110	Vehicle License Fees Excess	30,600	-	-	-	0.00%	State Allocation. Generally City receives two payments: January and June.

Year-To-Date Revenue Report-General Fund
FY 2025-2026
As of November 30, 2025

Acct #	Account Description	Adopted Budget FY 2025-26	July 2024 - November 2024	July 2025 - November 2025	Variance	% YTD Revenue Received to Adopted Budget	Comments
		A	B	C	=(C-B)	=(C/A)	
4107	Motor Vehicle License Fee (VLF) in lieu	3,783,840	-	-	-	0.00%	City receives two payments per year: January and May.
Licenses and Permits Total		4,560,614	173,735	353,433	179,698	7.75%	
Charges for Services:							
4704	Plan Check Fees	65,000	23,726	13,153	(10,573)	20.24%	Fees fluctuate based on activities.
4702	Rents & Concessions	25,005	9,923	10,419	496	41.67%	Monthly payments.
Charges for Services Total		90,005	33,649	23,572	(10,077)	26.19%	
Fines and Forfeitures:							
4401	Penalties: Apartment & Business Lic	13,000	3,166	5,335	2,169	41.04%	Penalties generally occur after February.
4404	Southeast Municipal Court (SEMC)/ Court Collections	240,000	81,948	48,516	(33,432)	20.22%	Monthly Payments.
4403	Citations: Administrative	5,000	2,800	4,700	1,900	94.00%	Code Enforcement Citations fluctuate based on activities.
4402	Citations: Parking	450,000	127,688	103,658	(24,030)	23.04%	Fees fluctuate based on activities. Payments are received two months after the citations
Fines and Forfeitures Total		708,000	215,602	162,209	(53,393)	22.91%	
Leases and Concessions:							
4501	Leased Property Rental Income	59,880	22,543	25,333	2,790	42.31%	Payments received monthly.
Leases and Concessions Total		59,880	22,543	25,333	2,790	42.31%	
Miscellaneous:							
4817	Good Corporate Citizen Program	21,000	-	-	-	0.00%	Payment is generally received in March.
4803	Interest Income	550,000	152,790	147,245	(5,545)	26.77%	Internal allocations are done quarterly.
4821	Other Interest Income	8,950	-	6,591	6,591	73.64%	This is a new account to track interest other than investment earning.
4809	Miscellaneous Revenue	10,000	1,109	50,523	49,414	505.23%	Amount received varies from year to year.
4814	Refunds & Overpayments-Reimb	10,000	46,171	7,154	(39,017)	71.54%	Amount received varies from year to year.
4816	Rebates & Insurance Claims Pymts	2,000	-	-	-	0.00%	Amount received varies from year to year.
4819	Donations	20,000	73,352	24,300	(49,052)	121.50%	Amount received varies from year to year.
Various	County/State/Federal Grants	-	-	44,485	44,485	0.00%	Reimbursement based on actual expenditures.
4850	Parks & Rec Revenues	2,600	-	-	-	0.00%	Amount received depends on when the facility rental occurred.
4800	Transfer In -General	552,000	131,953	-	(131,953)	0.00%	Generally, transfers are processed at year-end. The \$131,953 was a transfer from Successor's Agency for City's admin costs.

Year-To-Date Revenue Report-General Fund
FY 2025-2026
As of November 30, 2025

Acct #	Account Description	Adopted Budget FY 2025-26	July 2024 - November 2024	July 2025 - November 2025	Variance	% YTD Revenue Received to Adopted Budget	Comments
		A	B	C	=(C-B)	=(C/A)	
Miscellaneous Revenue Total		1,176,550	405,375	280,298	(125,077)	23.82%	
Pension/Retirement Fund:							
4830	Retiree Pension Levy	1,300,000	22,435	28,936	6,501	2.23%	Majority of payments are received in January & June.
Retiree Pension Levy Total		1,300,000	22,435.00	28,936.00	6,501.00	2.23%	
General Fund Revenue Total		\$ 14,781,999	\$ 2,176,210	\$ 2,449,524	\$ 291,801	16.57%	

Year-To-Date Revenue Report-Special Revenue Funds
FY 2025-2026
As of November 30, 2025

Fund #	Fund Description	Adopted Budget FY 2025-26	July 2024 - November 2024	July 2025 - November 2025	Variance	% YTD Revenue Received to Adopted Budget	Comments
		A	B	C	=(C-B)	=(A/C)	
212	Gas Tax Fund	\$ 749,414	\$ 267,447	\$ 255,202	\$ (12,245)	34.05%	Received monthly.
214	Transportation Development Act (TDA) Bikeway	100,026	-	-	-	0.00%	Reimbursement based on actual expenditures.
216	SB-1 Road Maintenance Rehabilitation Act Fund	657,040	179,198	182,632	3,434	27.80%	Received monthly.
221	Proposition A Transit Fund	632,687	266,635	270,999	4,364	42.83%	Received monthly.
222	Proposition C Transit Fund	541,131	226,035	228,885	2,850	42.30%	Received monthly.
223	Air Quality Management District (AQMD) Fund	32,500	136	131	(5)	0.40%	Received quarterly.
224	Measure R Transit Fund	413,474	172,294	174,752	2,458	42.26%	Received monthly.
225	Measure M Transit Fund	470,937	194,423	197,040	2,617	41.84%	Received monthly.
227	LACMTA - Exchange STP-L for Metro Fund	75,014	-	-	-	0.00%	City expects to receive the exchange amount in FY25-26.
232	Supplemental Law Enforcement Services Fund (SLESF) Grant	175,000	144,133	151,428	7,295	86.53%	Received monthly.
243	Community Development Block Grant (CDBG)	632,388	129,012	8,597	(120,415)	1.36%	Reimbursement based on actual expenditures.
251	Street Lighting Fund	204,520	10,667	15,390	4,723	7.52%	Payments start in November.
261	Federal / State / County Grants	18,894,412	495,456	22,253	(473,203)	0.12%	Reimbursement based on actual expenditures.
272	Measure A Park Fund	634,746	-	-	-	0.00%	Reimbursement based on actual expenditures.
280	Measure W Safe Clean Water Program Fund	175,000	-	-	-	0.00%	Payment Received in August.
412	Sewer Enterprise Fund	-	2,396	5,677	3,281	0.00%	Payment Starts in November.
501	PLHA Fund (Permanent Local Housing Allocation)	267,788	-	493	493	0.18%	Reimbursement based on actual expenditures.
611	Redevelopment Successor Agency Fund	-	320	-	(320)	0.00%	
Special Revenue Funds Total		\$ 24,656,077	\$ 2,088,152	\$ 1,513,479	\$ (574,673)	6.14%	

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 6.

DATE: December 17, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: RIMO HANSON, FINANCE DIRECTOR

SUBJECT: MONTHLY CASH AND INVESTMENT REPORT NOVEMBER 2025

RECOMMENDATION:

Staff recommends that the City Council receive and file the attached cash and investment report for November 2025.

BACKGROUND:

In accordance with the City of Maywood's Adopted Investment Policy and to provide information to the City Council, the City's Finance Department prepares a Monthly Cash and Investment Report for the City Council's review.

DISCUSSION:

The cash and investment balances are across all funds of the City. The purpose of this report is to show the cash and investment balances at the end of the month. The investments are in compliance with California State code 503600 and the City of Maywood Investment Policy.

The City maintains cash in a General Account, Investments in the Local Agency Investment Fund (LAIF), investments in the California Employers' Retiree Benefit Trust (CERBT), a Section 115 trust fund dedicated to prefunding other Post-Employment Benefits (OPEB), and investments in the California Employers' Pension Prefunding Trust (CEPPT). The attached report shows the cash and investments balances as of November 30, 2025.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

There is no fiscal impact involved with approving this report.

ATTACHMENT(S)

1. November 2025 Cash and Investment Report

**City of Maywood, California
Cash and Investments Report
As of November 30, 2025**

Description	Type	Ending Balance as of 11/30/2025	
A - Non-Investment Cash Accounts			
US Bank - Corporate Checking	Cash	\$	984,778.82
Total Cash Accounts		\$	<u>984,778.82</u>
B - Investment Accounts			
Local Agency Investment Fund (LAIF)	Pooled Money Investment Account (PMIA)	\$	16,719,866.42
California Public Employees' Retirement System (CalPERS) California Employers' Retiree Benefit Trust (CERBT)	Title 26 - U.S.C. 115 - Income of States, Municipalities, etc., Trusts	\$	1,238,558.79
California Public Employees' Retirement System (CalPERS) California Employers' Pension Prefunding Trust (CEPPT)	Title 26 - U.S.C. 115 - Income of States, Municipalities, etc., Trusts	\$	1,126,598.74
Total Investment Accounts		\$	<u>19,085,023.95</u>
Total Cash and Investments		\$	<u>20,069,802.77</u>

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 7.

DATE: December 17, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: RIMO HANSON, FINANCE DIRECTOR

SUBJECT: CONSIDERATION OF ADOPTING RESOLUTION NO. 6438 OF THE CITY COUNCIL OF THE CITY OF MAYWOOD AND SUCCESSOR AGENCY TO THE MAYWOOD COMMUNITY REDEVELOPMENT AGENCY APPROVING THE WARRANTS FOR PAYMENT

RECOMMENDATION:

Staff recommends that the City Council receive, approve, and file the warrant ACH registers and payroll wire transfers dated 10/15/2025 through 12/4/2025 and adopt Resolution NO. 6438 approving the Warrants for Payment.

BACKGROUND:

Staff provides warrant registers and wire transfers to City Council as part of Management Controls. The City utilizes resolutions for approving warrants for payment to comply with Section 3-2.06 of the Municipal Code regarding Warrants for Payments. Exhibit A entitled Summary of Warrants and Wire Transfers/ Automated Clearing House (ACH) Transactions serves as a Management Control for complying with Section 3-2.06. Exhibit B entitled Detail of Warrants serves as evidence of Internal Controls utilized by City Finance staff that support these Management Controls for payments made by the City. These controls are carried out through the submission of all required documents supporting the invoices submitted for payment. Prior to payment, the Finance staff reviews all disbursement documents to ensure that they meet the approval requirements and adequate support documentation.

DISCUSSION:

A - PAYMENT APPROVAL - Pursuant to paragraph 37202 of the California Government Code, demands (called Warrant Demand) against the City for payment shall be audited and thereafter submitted to the City Council for approval or rejection prior to payment, either separately or in a register of audited demands and shall have attached thereto affirmation of the City Treasurer and City Finance Director certifying the accuracy of the demands and the availability of funds for payment. This is accomplished using:

A1 - Warrants Registers or checks certified or approved by the City Treasurer and Finance Director as conforming to authorized expenditures set forth in the City Council's adopted City Budget.

A1.1 Prepayment - pre-paying allows the City to take advantage of allowable prompt payment discounts and make payments on due dates of invoices. This involves the issuance of checks prior to final warrant approval. Automated Clearing House (ACH) transactions are made using a network that electronically moves money between the City's bank accounts to a payee's bank account. This is reflected in the Summary Warrants for Payment and Wire Transfers/ACH Transactions as Accounts Payable prepaid warrants for payment. Wire

Transfer is a method of electronic funds transfer from the City of Maywood to one person or organization (payrolls and fees for electronic transfers).

A1.2 Regular Payment- To avoid late fees for payments made beyond due dates of invoices, checks are prepared prior to final warrant approval by the City Council. This is reflected in the Summary Warrants for Payment and Wire Transfers/Ach Transactions as Accounts Payable regular warrants for payment. After City Council approval, the checks are signed and distributed.

B - DOCUMENTATION - The City uses a Management Control by producing a summary document (Exhibit A-Summary Warrants for Payment and Wire Transfers/ACH transactions) that represents the cash disbursements required and the City uses an Internal Control by producing a detailed document (Exhibit B-Detail Warrants for Payment) that details information about each check issued for Prepaid and or to-be-paid for Regular Payments. These "disbursements" are accounted for in the FY 2024-25 and FY 2025-26 budget.

B1- SUMMARY WARRANTS FOR PAYMENT and WIRE TRANSFERS/ACH TRANSACTIONS provide an accounting of the Accounts Payable Registers, wire transfers (method of electronic funds transfer from the City of Maywood to one person or organization), and Automated Clearing House (ACH) transactions.

B2 - DETAIL WARRANTS FOR PAYMENTS provides the detailed information of approved payments made to the City's vendors and contractors by check number, identification of prepaid, date of warrant, vendor name, check amount, transaction description, and fund source. Wire transfers also enable the City to send electronic funds to the bank accounts of the City's vendors and contractors. The warrant registers, wire transfers, and net payrolls reflect the financial obligations of the City for the above-referenced dates.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

The total disbursements for Warrant Registers are \$2,341,721.63 for the period from 10/15/2025 to 12/4/2025. This amount consists of Warrant Registers of \$1,816,219.14, ACH registers of \$384,304.94 and Payroll Wire Transfers of \$141,197.55.

ATTACHMENT(S)

1. Resolution No.6438 Approving the Warrants for Register 12.17.25
2. Exhibit A Summary Warrant Demand 12.17.25
3. Exhibit B Warrant Register Detail 12.17.2025

RESOLUTION NO. 6438

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
MAYWOOD, CALIFORNIA, AND SUCCESSOR AGENCY TO
THE MAYWOOD COMMUNITY REDEVELOPMENT AGENCY
APPROVING THE WARRANTS FOR PAYMENT**

WHEREAS, the following listed demands have been reviewed by the Director of Finance,
and

WHEREAS , the Director of Finance has certified to the accuracy and availability of funds
for payment thereof, and

WHEREAS, the register of audited demands is hereby submitted to the City Council of
the City of Maywood and Successor Agency to the Maywood Community Redevelopment
Agency for approval.

NOW, THEREFORE, BE IT RESOLVED, that the listed Warrants and Wire
Transfers/Automated Clearing House (ACH) Transactions for \$2,341,721.63 are hereby
ratified:

- Exhibit A – Summary of Warrants and Wire Transfers/ACH Transactions
- Exhibit B – Detail of Warrants

PASSED, APPROVED AND ADOPTED THIS 17th day of December 2025.

Mayra Aguiluz, Mayor

ATTEST:

APPROVED AS TO FORM:

Miguel Leon, Deputy City Clerk

Roxanne Diaz, City Attorney

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF MAYWOOD

I, Miguel Leon, Deputy City Clerk of the City of Maywood, County of Los Angeles, State of California, do hereby certify that the foregoing Resolution, being Resolution No.6438, was duly passed, approved by not less than three members of the City Council of the City of Maywood, signed by the Mayor of said City, and attested by the Deputy City Clerk, all at a regular meeting of the City Council held on the 17th day of December, 2025, that it was duly posted and that the same was passed and adopted by the following vote, to wit:

AYES:

NAYES:

ABSENT:

ABSTAINED:

Miguel Leon, Deputy City Clerk

City of Maywood
Summary Warrants for Payment and Wire Transfers/ACH Transactions
Council Meeting Date
Wednesday, December 17, 2025

Accounts Payable

	Amount
Accounts Payable void warrants for payment: 094012 - 094017 (Printing Error)	\$ -
Accounts Payable prepaid warrants for payment: Checks No. 094018 - 094120	1,816,219.14
Accounts Payable ACH warrants for payment: ACH No. 462 - 482	<u>384,304.94</u>
Sub-total	\$ <u>2,200,524.08</u>

Payroll /Wire Transfer

11/20/25 Payroll Pay Period 11/2/2025 - 11/15/2025	\$ 67,886.47
12/04/25 Payroll Pay Period 11/16/2025 - 11/29/2025	<u>73,311.08</u>
Sub-total	\$ <u>141,197.55</u>

Total Demands	<u><u>\$ 2,341,721.63</u></u>
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Check NO.	Prepaid (P)	Date	Vendor Name	Check Amount	Transaction Description	Fund Title	Fund #
094012 - 094017	VOID						
094018	P	11/17/2025	Amazon Capital Services	29.28	CH-Postage Tapes 10/30/25	General Fund	100
		11/17/2025	Amazon Capital Services	168.62	Fin Dept- Various Supplies 11/5/25	General Fund	100
094019	P	11/17/2025	Modern IT, Inc. dba Advanced Microcomputing Concepts, Inc.	2,625.00	Centralized Email Signature 10/31/2025	General Fund	100
		11/17/2025	Modern IT, Inc. dba Advanced Microcomputing Concepts, Inc.	2,428.78	IT Software Subscriptions Nov 2025	General Fund	100
		11/17/2025	Modern IT, Inc. dba Advanced Microcomputing Concepts, Inc.	3,630.00	IT Svcs Nov 2025	General Fund	100
094020	P	11/17/2025	Amigos De Los Rios	47,551.38	Urban Forest CalFire Grant 9/16/25-10/31/25	Grant Fund	261
094021	P	11/17/2025	AT&T	31.41	Emergency Elevator Phone Svcs Oct 2025	General Fund	100
094022	P	11/17/2025	Beechwood May Properties LLC.	19,360.00	Rental Assistance Program Dec 2025 - Mar 2027	Permanent Local Housing Allocation	501
094023	P	11/17/2025	Brinks Inc.	327.88	Armored Truck Svcs Nov 2025	General Fund	100
		11/17/2025	Brinks Inc.	55.79	Cash Handling Svcs Oct 2025	General Fund	100
094024	P	11/17/2025	Burke, Williams & Sorensen, LLP	357.50	Legal & Professional Svcs Sept 2025	General Fund	100
094025	P	11/17/2025	California Consulting Inc.	3,900.00	Grant Writing Svcs Nov 2025	General Fund	100
094026	P	11/17/2025	Carla Hernandez	19,812.00	Rental Assistance Program Dec 2025 - Jan 2028	Permanent Local Housing Allocation	501
094027	P	11/17/2025	Charter Communications Holdings, LLC	640.08	CH Internet and Phone Svcs Nov 2025	General Fund	100
		11/17/2025	Charter Communications Holdings, LLC	325.00	CY Internet Svcs Nov 2025	General Fund	100
094028	P	11/17/2025	Stickers & Banners LA Inc.	115.24	State of the City - Sponsorship Banner 11/7/25	General Fund	100
094029	P	11/17/2025	HD Supply formerly Home Depot Pro	152.94	CH- Coffee Creamer 10/31/25	General Fund	100
		11/17/2025	HD Supply formerly Home Depot Pro	39.01	CH- Napkin 10/30/25	General Fund	100

Check NO.	Prepaid (P)	Date	Vendor Name	Check Amount	Transaction Description	Fund Title	Fund #
		11/17/2025	HD Supply formerly Home Depot Pro	641.37	CH- Various Supplies 10/30/25	General Fund	100
094030	P	11/17/2025	Susan Contreras dba Municipal Waste Solutions	11,756.25	Solid Waste Consulting Jul-Sept 2025	General Fund	100
		11/17/2025	Susan Contreras dba Municipal Waste Solutions	859.75	Solid Waste Consulting Jul-Sept 2025	Grant Fund	261
094031	P	11/17/2025	Ok Printing Design & Digital Print	600.00	State Of The City - Program Booklet 11/8/25	General Fund	100
094032	P	11/17/2025	QDoxs	142.23	Copier Base Charge Nov 2025	General Fund	100
		11/17/2025	QDoxs	49.39	Xerox Copier 11/5/25-12/4/25	General Fund	100
094033	P	11/17/2025	Richards Watson & Gershon	3,729.00	Legal Services-0001 Sept 2025	General Fund	100
		11/17/2025	Richards Watson & Gershon	5,878.10	Legal Services-0010 Sept 2025	General Fund	100
		11/17/2025	Richards Watson & Gershon	329.00	Legal Services-0013 Sept 2025	Grant Fund	261
		11/17/2025	Richards Watson & Gershon	1,336.75	Legal Services-0018 Sept 2025	Grant Fund	261
094034	P	11/17/2025	State Treasurer's Office	101,100.00	State Treasurer Condemnation Fund	Grant Fund	261
094035	P	11/17/2025	Transtech Engineers Inc	1,574.75	CIP Management Svcs Sept 2025	General Fund	100
		11/17/2025	Transtech Engineers Inc	35,092.50	General City Engineering Svcs Sept 2025	General Fund	100
		11/17/2025	Transtech Engineers Inc	1,815.00	General City Engineering Svcs Sept 2025	Gas Tax Fund	212
		11/17/2025	Transtech Engineers Inc	2,625.00	CIP Management Svcs Sept 2025	SB-1 Fund	216
		11/17/2025	Transtech Engineers Inc	652.00	CIP Management Svcs Sept 2025	CDBG	243
		11/17/2025	Transtech Engineers Inc	63,441.50	CIP Management Svcs Sept 2025	Grant Fund	261
		11/17/2025	Transtech Engineers Inc	692.50	General City Engineering Svcs Sept 2025	Sewer Fund	412
094036	P	11/17/2025	UniFirst Corporation	77.46	Building Mat Svcs 10/31/25	General Fund	100
		11/17/2025	UniFirst Corporation	82.96	Building Mat Svcs 11/7/25	General Fund	100
094037	P	11/21/2025	AFSCME District Council 36	842.14	AFSCME Dues - October 2025	General Fund	100
094038	P	11/21/2025	All Around Fire Protection	475.00	CH Fire Extinguisher Maint 11/13/25	General Fund	100
		11/21/2025	All Around Fire Protection	377.50	CY Fire Extinguisher Maint 11/14/25	General Fund	100
094039	P	11/21/2025	Amazon Capital Services	10.85	B&P Dept- Phone Cover 11/13/25	General Fund	100
		11/21/2025	Amazon Capital Services	(16.07)	CH-(Credit) Batteries 8/13/25	General Fund	100
		11/21/2025	Amazon Capital Services	255.84	CH-Various Supplies 11/09/25	General Fund	100
		11/21/2025	Amazon Capital Services	54.82	CS Dept - Event Megaphone 9/17/25	General Fund	100

Check NO.	Prepaid (P)	Date	Vendor Name	Check Amount	Transaction Description	Fund Title	Fund #
		11/21/2025	Amazon Capital Services	148.94	CS Dept - Various Supplies 9/25/25	General Fund	100
		11/21/2025	Amazon Capital Services	19.74	CS Dept - Volunteer Lanyards 11/18/25	General Fund	100
		11/21/2025	Amazon Capital Services	250.39	CS Dept. - Various Supplies 9/9/25	General Fund	100
		11/21/2025	Amazon Capital Services	19.65	HR Dept- Folder Divider 9/8/25	General Fund	100
		11/21/2025	Amazon Capital Services	71.33	PW Dept - High Lift Jack 9/24/25	General Fund	100
		11/21/2025	Amazon Capital Services	87.79	PW Dept - Trash Pickers 10/29/25	General Fund	100
094040	P	11/21/2025	AT&T	31.41	Emergency Elevator Phone Svcs 10/10/25-11/9/25	General Fund	100
094041	P	11/21/2025	Benefit Coordinators Corporation (BCC)	1,819.40	Dental & Vision Benefits Dec 2025	General Fund	100
		11/21/2025	Benefit Coordinators Corporation (BCC)	244.51	Dental & Vision Benefits Dec 2025	Gas Tax Fund	212
		11/21/2025	Benefit Coordinators Corporation (BCC)	8.02	Dental & Vision Benefits Dec 2025	Prop A Fund	221
		11/21/2025	Benefit Coordinators Corporation (BCC)	32.26	Dental & Vision Benefits Dec 2025	Prop C Fund	222
		11/21/2025	Benefit Coordinators Corporation (BCC)	23.65	Dental & Vision Benefits Dec 2025	Measure R Fund	224
		11/21/2025	Benefit Coordinators Corporation (BCC)	103.20	Dental & Vision Benefits Dec 2025	Measure M Fund	225
		11/21/2025	Benefit Coordinators Corporation (BCC)	19.12	Dental & Vision Benefits Dec 2025	CDBG	243
		11/21/2025	Benefit Coordinators Corporation (BCC)	6.45	Dental & Vision Benefits Dec 2025	Street Lighting Fund	251
		11/21/2025	Benefit Coordinators Corporation (BCC)	15.48	Dental & Vision Benefits Dec 2025	Permanent Local Housing Allocation	501
		11/21/2025	Benefit Coordinators Corporation (BCC)	20.91	Dental & Vision Benefits Dec 2025	Successor Agency Fund	611
094042	P	11/21/2025	Cat Specialties Inc.	586.50	PW Dept - Safety Vest 8/13/25	General Fund	100
094043	P	11/21/2025	Celestial Air Conditioning Co. Inc.	687.76	PW Dept - A/C Maint Svcs 9/11/25	General Fund	100
094044	P	11/21/2025	CoreLogic Solutions LLC.	150.00	Property Finder Svcs Oct 2025	General Fund	100
094045	P	11/21/2025	County of L.A. Dept. of Animal Control	22,085.26	Animal Control Svcs Aug 2025	General Fund	100

Check NO.	Prepaid (P)	Date	Vendor Name	Check Amount	Transaction Description	Fund Title	Fund #
094046	P	11/21/2025	Crosstown Electrical & Data Inc.	836.00	Slauson Ave & Loma Vista Ave 10/22/25	Gas Tax Fund	212
		11/21/2025	Crosstown Electrical & Data Inc.	1,420.84	Street Preventive Maint Oct 2025	Street Lighting Fund	251
094047	P	11/21/2025	Dave and Frank Automotive	1,745.80	Vehicle Repair VIN#42171 10/23/25	General Fund	100
		11/21/2025	Dave and Frank Automotive	401.37	Vehicle Repair VIN#57063 10/21/25	General Fund	100
094048	P	11/21/2025	Dewey Pest Control	162.50	Pest Control Svcs Nov 2025	General Fund	100
094049	P	11/21/2025	Diana Cho & Associates	924.00	Consulting Svcs Park Impv Proj FY24-25 Sept 2025	CDBG	243
094050	P	11/21/2025	Environmental Science Associates	8,579.50	Climate Action Adaptation Resilience Plan Aug 2025	General Fund	100
		11/21/2025	Environmental Science Associates	10,279.00	Climate Action Adaptation Resilience Plan Sept 2025	Grant Fund	261
		11/21/2025	Environmental Science Associates	10,180.75	Climate Action Adaptation Resilience Plan Svcs Aug 2025	Grant Fund	261
		11/21/2025	Environmental Science Associates	26,955.75	Climate Action Adaptation Resilience Plan Svcs Sept 2025	Grant Fund	261
094051	P	11/21/2025	George Hills Company	234.90	City Claims/Adjuster Oct 2025	General Fund	100
094052	P	11/21/2025	GOGov, Inc. dba GOGovApps	16,716.00	Citizen Request Management (CRM) Subscrip - 12/1/25 to 11/30	General Fund	100
094053	P	11/21/2025	Graffiti Protective Coatings Inc.	5,294.80	Citywide Graffiti Removal Sept 2025	Gas Tax Fund	212
		11/21/2025	Graffiti Protective Coatings Inc.	5,232.93	Graffiti Bus Shelter Maint Oct 2025	Prop C Fund	222
		11/21/2025	Graffiti Protective Coatings Inc.	12,114.00	Citywide Graffiti Removal Sept 2025	CDBG	243
094054	P	11/21/2025	HD Supply formerly Home Depot Pro	98.49	Centennial Event- Zip Ties 9/4/24	General Fund	100
		11/21/2025	HD Supply formerly Home Depot Pro	94.89	PW Dept - Gloves 10/30/25	General Fund	100
		11/21/2025	HD Supply formerly Home Depot Pro	94.19	PW Dept - Various Supplies 11/05/25	General Fund	100
		11/21/2025	HD Supply formerly Home Depot Pro	111.05	PW Dept - Various Supplies 11/5/25	General Fund	100
		11/21/2025	HD Supply formerly Home Depot Pro	73.32	PW Dept- Hand Soap 10/29/25	General Fund	100

Check NO.	Prepaid (P)	Date	Vendor Name	Check Amount	Transaction Description	Fund Title	Fund #
		11/21/2025	HD Supply formerly Home Depot Pro	117.90	PW Dept- Various Supplies 10/07/25	General Fund	100
		11/21/2025	HD Supply formerly Home Depot Pro	107.13	PW Dept- Various Supplies 10/24/25	General Fund	100
		11/21/2025	HD Supply formerly Home Depot Pro	480.74	State Of The City - Various Supplies 11/12/25	General Fund	100
094055	P	11/21/2025	Myers & Sons Hi-Way Safety Inc.	415.95	PW Dept - Median Markers 10/24/25	Gas Tax Fund	212
		11/21/2025	Myers & Sons Hi-Way Safety Inc.	988.96	PW Dept - Street Signs 11/06/25	Gas Tax Fund	212
094056	P	11/21/2025	Innovative Fence Inc.	91.30	Fence Rental 5102 Cudahy Ave 10/1/25-11/1/25	General Fund	100
		11/21/2025	Innovative Fence Inc.	314.90	Fence Rental 5110 District Blvd 11/9/25-12/9/25	General Fund	100
		11/21/2025	Innovative Fence Inc.	689.00	Fence Rental 5110 District Blvd Corner Lot 10/9/25-11/9/25	General Fund	100
094057	P	11/21/2025	ITS WOW TIME	1,500.00	CS Dept - Tree Lighting Snow Effects 9/25/25	General Fund	100
094058	P	11/21/2025	Jesus Magana	2,600.00	Tree Lighting Event - Stage & Sound 11/7/25	General Fund	100
094059	P	11/21/2025	L.B. Johnson Hardware #1	61.42	PW Dept - Simple Green Cleaner 11/4/25	General Fund	100
		11/21/2025	L.B. Johnson Hardware #1	19.73	PW Dept - Supplies - 10/21/25	General Fund	100
		11/21/2025	L.B. Johnson Hardware #1	86.67	PW Dept - Various Supplies 10/22/25	General Fund	100
		11/21/2025	L.B. Johnson Hardware #1	65.78	PW Dept - Various Supplies 10/30/25	General Fund	100
		11/21/2025	L.B. Johnson Hardware #1	22.77	PW Dept - Various Supplies 11/06/25	General Fund	100
		11/21/2025	L.B. Johnson Hardware #1	79.34	PW Dept - Various Supplies 11/12/25	General Fund	100
		11/21/2025	L.B. Johnson Hardware #1	35.10	PW Dept - Various Supplies 11/14/25	General Fund	100
		11/21/2025	L.B. Johnson Hardware #1	32.00	PW Dept - Various Supplies 11/18/25	General Fund	100
		11/21/2025	L.B. Johnson Hardware #1	69.13	PW Dept - Asphalt 11/13/25	Gas Tax Fund	212
094060	P	11/21/2025	LGP Equipment Rentals	1,057.63	CS Dept - Light Tower Rental Trunk-or-Treat 11/5/25	General Fund	100
094061	P	11/21/2025	Metro Transit Services	41,004.66	Express Shuttle and Dial-A-Ride Transit Svcs Oct 2025	Prop A Fund	221
094062	P	11/21/2025	Nancy Rodriguez	83.53	Reimb - Lunch Recruitment External Panel 11/4/25	General Fund	100

Check NO.	Prepaid (P)	Date	Vendor Name	Check Amount	Transaction Description	Fund Title	Fund #
094063	P	11/21/2025	PEAC Solutions	590.46	Copier Lease 10/30/25-11/29/25	General Fund	100
094064	P	11/21/2025	PETTY CASH	192.04	Petty Cash Reimbursement- 11/14/25	General Fund	100
094065	P	11/21/2025	Phoenix Group Information Systems	23,936.50	Parking Permit Processing Fees Sept 2025	General Fund	100
094066	P	11/21/2025	Roadline Products Inc.	3,287.63	PW Dept - Various Supplies 11/3/25	Gas Tax Fund	212
		11/21/2025	Roadline Products Inc.	317.18	PW Dept - Various Supplies 11/5/25	Gas Tax Fund	212
094067	P	11/21/2025	Ron's Maintenance Inc	5,340.00	Storm Drain Maintenance Svcs Nov 2025	Measure W Fund	280
094068	P	11/21/2025	Richards Watson & Gershon	2,183.00	Legal Services-0015 Sept 2025	Grant Fund	261
		11/21/2025	Richards Watson & Gershon	3,059.85	Legal Services-0016 Sept 2025	Grant Fund	261
		11/21/2025	Richards Watson & Gershon	14,595.00	Legal Services-0017 Sept 2025	Grant Fund	261
094069	P	11/21/2025	SHERIFF'S DEPT COUNTY OF LOS ANGELES	514,938.40	Municipal Law Enforcement Svcs Oct 2025	General Fund	100
094070	P	11/21/2025	Stantec Planning & Landscape Architecture	1,331.25	Slauson Ave & Atlantic Blvd Congestion Relief Improv 11/10/2	Grant Fund	261
		11/21/2025	Stantec Planning & Landscape Architecture	16,930.50	Slauson Ave & Atlantic Blvd Congestion Relief Improv11/10/25	Grant Fund	261
094071	P	11/21/2025	SWRCB	18,196.00	SWRCB Annual Permit Fee 07/01/25 to 06/30/26	General Fund	100
094072	P	11/21/2025	The Pure Imagination Party Company, LLC	286.34	Tree Lightning Event - Santa Rental 12/4/25	General Fund	100
094073	P	11/21/2025	Quadient Finance USA Inc.	500.00	Postage Usage 10/17/25-11/6/25	General Fund	100
094074	P	11/21/2025	World Private Security Inc.	18,541.60	Crossing Guard Services Oct 2025	Gas Tax Fund	212
094075	P	11/21/2025	Jhomayra Camacho	600.00	State of the City - Photography 11/13/25	General Fund	100
094076	P	11/21/2025	Richards Watson & Gershon	1,569.19	Legal Services-0015 Jul 2025	Grant Fund	261
		11/21/2025	Richards Watson & Gershon	25,701.40	Legal Services-0015 May 2025	Grant Fund	261
094077	P	11/25/2025	Avant Garde, Inc.	642.75	52nd Street 52nd Place Sewer Impr Proj Oct 2025	Grant Fund	261
094078	P	11/25/2025	Alta Environmental	751.25	Professional Svcs Oct 2025	General Fund	100
094079	P	11/25/2025	Amazon Capital Services	198.54	CS Dept - Tree Lighting Decorations 11/21/25	General Fund	100
094080	P	11/25/2025	CEM Construction Corp	541,880.00	52nd St/52nd PI Sewer Improvement Project Sept-Oct 2025	Grant Fund	261

Check NO.	Prepaid (P)	Date	Vendor Name	Check Amount	Transaction Description	Fund Title	Fund #
094081	P	11/25/2025	CivicPlus LLC	2,845.50	CivicClerk Annual Fee 1/1/26-12/31/2026	General Fund	100
094082	P	11/25/2025	Gilbert Livas	1,218.75	Planning and Economic Development Svcs Oct 2025	General Fund	100
094083	P	11/25/2025	HD Supply formerly Home Depot Pro	440.90	PW Dept - Various Supplies 11/14/25	General Fund	100
094084	P	11/25/2025	HKR 3, LP	19,824.00	Rental Assistance Program Dec 2025 - Jan 2027	Permanent Local Housing Allocation	501
094085	P	11/25/2025	JMG Security System	5,614.00	CH- Alarm System Agreement Deposit 8/12/25	General Fund	100
094086	P	11/25/2025	Roadline Products Inc.	3,177.88	PW Dept- Various Supplies 10/9/25	Gas Tax Fund	212
094087	P	11/25/2025	UniFirst Corporation	82.96	Building Mat Svcs 11/14/25	General Fund	100
094088	P	12/4/2025	ACC Business	833.58	Internet Svcs 10/11/25 - 11/10/25	General Fund	100
094089	P	12/4/2025	Alin Party Supply CO	91.25	HR Dept-Variou Supplies 11/21/25	General Fund	100
		12/4/2025	Alin Party Supply CO	353.58	Tree Lighting Decorations 11/21/25	General Fund	100
094090	P	12/4/2025	All Around Fire Protection	1,137.14	Fire Extinguishers for City Vehicles	General Fund	100
094091	P	12/4/2025	Amazon Capital Services	45.07	CH- Coffee 11/3/25	General Fund	100
		12/4/2025	Amazon Capital Services	20.84	Tree Lighting - Santa Gift Bag	General Fund	100
094092	P	12/4/2025	Base Hill Inc.	6,172.97	Janitorial Svcs Nov 2025	General Fund	100
094093	P	12/4/2025	Brent Talmo	1,005.00	Retiree Medical Reimb Dec 2025	General Fund	100
094094	P	12/4/2025	Bruce Leflar	887.86	Retiree Medical Reimb Dec 2025	General Fund	100
094095	P	12/4/2025	Christine M. Locher	426.70	Retiree Medical Reimb Dec 2025	General Fund	100
094096	P	12/4/2025	Fabian Ruiz Baca	1,250.00	Tree Lighting Countdown - Churros Catering	General Fund	100
094097	P	12/4/2025	City Fabrick	22,800.00	Randolph Beautification Proj- Tech Assis Prog (TAP) Jun-Jul	Measure A Fund	272
094098	P	12/4/2025	City of Downey	200.00	Gateway Cities Holiday Luncheon	General Fund	100
094099	P	12/4/2025	Crosstown Electrical & Data Inc.	75.50	3580 55th 10/16/25	Gas Tax Fund	212
		12/4/2025	Crosstown Electrical & Data Inc.	430.34	Atlantic Blvd & 57th St 9/29/25	Gas Tax Fund	212
		12/4/2025	Crosstown Electrical & Data Inc.	327.15	Slauson Ave & Atlantic Blvd 10/3/25	Gas Tax Fund	212
		12/4/2025	Crosstown Electrical & Data Inc.	896.00	Slauson Ave & Carmelita Ave 10/28/25	Gas Tax Fund	212
		12/4/2025	Crosstown Electrical & Data Inc.	256.79	Slauson Ave & Fishburn Ave 10/3/25	Gas Tax Fund	212
		12/4/2025	Crosstown Electrical & Data Inc.	75.50	Slauson Ave & Gifford Ave 10/13/25	Gas Tax Fund	212
		12/4/2025	Crosstown Electrical & Data Inc.	75.50	Slauson Ave & King Ave 10/13/25	Gas Tax Fund	212

Check NO.	Prepaid (P)	Date	Vendor Name	Check Amount	Transaction Description	Fund Title	Fund #
		12/4/2025	Crosstown Electrical & Data Inc.	226.50	Slauson Ave & Maywood Ave 9/30/25	Gas Tax Fund	212
		12/4/2025	Crosstown Electrical & Data Inc.	75.50	Slauson Ave & Pine Ave 10/13/25	Gas Tax Fund	212
		12/4/2025	Crosstown Electrical & Data Inc.	151.00	Slauson Ave & Woodlawn Ave 10/6/25	Gas Tax Fund	212
094100	P	12/4/2025	HD Supply formerly Home Depot Pro	217.74	PW Dept - Various Supplies 11/14/25	General Fund	100
094101	P	12/4/2025	HdL Software LLC	1,837.91	Business License Processing Svcs Oct 2025	General Fund	100
094102	P	12/4/2025	Gregory Kiley dba Kiley & Associates LLC	3,900.00	Federal Legislative Advocacy Svcs 10/15/25-11/14/25	General Fund	100
094103	P	12/4/2025	Kimley-Horn and Associates Inc.	800.65	HSIP Cycle 11 Traffic Signal Improv Oct 2025	Measure R Fund	224
094104	P	12/4/2025	L.B. Johnson Hardware #1	(28.52)	PW Dept - Chainsaw Chain (Credit) 11/21/25	General Fund	100
		12/4/2025	L.B. Johnson Hardware #1	28.52	PW Dept - Chainsaw Chain 11/21/25	General Fund	100
		12/4/2025	L.B. Johnson Hardware #1	73.49	PW Dept - PPE Supplies 11/21/25	General Fund	100
		12/4/2025	L.B. Johnson Hardware #1	207.39	PW Dept - Asphalt 11/18/25	Gas Tax Fund	212
		12/4/2025	L.B. Johnson Hardware #1	28.51	PW Dept - Epoxy 11/19/25	Gas Tax Fund	212
		12/4/2025	L.B. Johnson Hardware #1	6.57	PW Dept - Rollers 11/19/25	Gas Tax Fund	212
094105	P	12/4/2025	Laura Ahrens	768.52	Retiree Medical Reimb Dec 2025	General Fund	100
094106	P	12/4/2025	Maywood Car Wash	509.29	Car Wash/Gas Oct 2025	General Fund	100
		12/4/2025	Maywood Car Wash	482.89	Car Wash/Gas Sept 2025	General Fund	100
094107	P	12/4/2025	Tri-City Mutual Water Company	48.60	5000 Slauson Ave Nov 2025	General Fund	100
		12/4/2025	Tri-City Mutual Water Company	2,652.00	5950 Walker Ave Nov 2025	General Fund	100
094108		12/4/2025	Nationwide Environmental Services	7,537.00	Street Sweeping Svcs Nov 2025	Gas Tax Fund	212
094109	P	12/4/2025	BlueTriton Brands, Inc.	40.97	PW Dept - Drinking Water 10/25/25-11/24/25	General Fund	100
094110	P	12/4/2025	Revueltas Landscape Inc	4,500.00	Dodgers Landscape Maint Oct 2025	General Fund	100
094111	P	12/4/2025	Robert Leach	1,005.00	Retiree Medical Reimb Dec 2025	General Fund	100
094112	P	12/4/2025	Ronald Lindsey	1,690.43	Retiree Medical Reimb Dec 2025	General Fund	100
094113	P	12/4/2025	S&S Worldwide Inc	208.44	CS Dept - Arts & Crafts for Tree Lighting 11/19/25	General Fund	100
094114	P	12/4/2025	Sanchez Awards	88.60	State of the City - Plaques 11/12/25	General Fund	100

Check NO.	Prepaid (P)	Date	Vendor Name	Check Amount	Transaction Description	Fund Title	Fund #
094115	P	12/4/2025	SWRCB	3,945.00	SWRCB Annual Permit Fee 07/01/25 to 06/30/26	General Fund	100
094116	P	12/4/2025	T-MOBILE	626.66	Cell Phone Svcs 10/21/25-11/20/25	General Fund	100
094117	P	12/4/2025	U.S. Bank Corporate Payment System	3,773.06	Cred Card- 11/17/25 stmt	General Fund	100
094118	P	12/4/2025	ULINE INC.	645.95	Tree Lighting - Various Supplies 11/12/25	General Fund	100
094119	P	12/4/2025	UniFirst Corporation	82.96	Building Mat Svcs 11/21/25	General Fund	100
094120	P	12/4/2025	Vernon City of	23.88	Slauson/Downey 9/15/25-10/14/25	General Fund	100
ACH-462		10/15/2025	California Public Employees' Retirement System	8,520.83	Contribution 9/21/2025-10/4/2025	General Fund	100
		10/15/2025	California Public Employees' Retirement System	1,005.18	Contribution 9/21/2025-10/4/2025	Gas Tax Fund	212
		10/15/2025	California Public Employees' Retirement System	48.87	Contribution 9/21/2025-10/4/2025	Prop A Fund	221
		10/15/2025	California Public Employees' Retirement System	341.78	Contribution 9/21/2025-10/4/2025	Prop C Fund	222
		10/15/2025	California Public Employees' Retirement System	186.59	Contribution 9/21/2025-10/4/2025	Measure R Fund	224
		10/15/2025	California Public Employees' Retirement System	435.37	Contribution 9/21/2025-10/4/2025	Measure M Fund	225
		10/15/2025	California Public Employees' Retirement System	242.53	Contribution 9/21/2025-10/4/2025	CDBG	243
		10/15/2025	California Public Employees' Retirement System	82.53	Contribution 9/21/2025-10/4/2025	Street Lighting Fund	251
		10/15/2025	California Public Employees' Retirement System	140.33	Contribution 9/21/2025-10/4/2025	Permanent Local Housing Allocation	501
		10/15/2025	California Public Employees' Retirement System	195.52	Contribution 9/21/2025-10/4/2025	Successor Agency Fund	611
ACH-463		10/23/2025	U.S. Bank Trust National Assoc	283,920.31	Pension Obligation Bonds Series 2021 - Interest	Pension Fund	711
ACH-464		10/24/2025	Automatic Data Processing	575.49	Payroll Fees Oct 2025	General Fund	100
ACH-465		10/27/2025	The Gas Company	20.00	4323 Slauson Ave 9/8/25-10/7/25	General Fund	100
ACH-466		10/27/2025	The Gas Company	20.00	4317 Slauson Ave 9/08/25-10/7/25	General Fund	100
ACH-467		10/27/2025	The Gas Company	23.97	4319 Slauson Ave 9/08/25-10/7/25	General Fund	100

Check NO.	Prepaid (P)	Date	Vendor Name	Check Amount	Transaction Description	Fund Title	Fund #
ACH-468		10/28/2025	Southern California Edison	42.72	5317 Atlantic Ave PED 9/16/2025-10/14/2025	Gas Tax Fund	212
ACH-469		10/29/2025	State Compensation Insurance Fund	4,415.00	Workers Compensation Insurance - October2025	General Fund	100
ACH-470		10/27/2025	California Public Employees' Retirement System	8,488.87	Contribution 10/5/2025-10/18/2025	General Fund	100
		10/27/2025	California Public Employees' Retirement System	994.43	Contribution 10/5/2025-10/18/2025	Gas Tax Fund	212
		10/27/2025	California Public Employees' Retirement System	48.87	Contribution 10/5/2025-10/18/2025	Prop A Fund	221
		10/27/2025	California Public Employees' Retirement System	341.78	Contribution 10/5/2025-10/18/2025	Prop C Fund	222
		10/27/2025	California Public Employees' Retirement System	186.59	Contribution 10/5/2025-10/18/2025	Measure R Fund	224
		10/27/2025	California Public Employees' Retirement System	429.99	Contribution 10/5/2025-10/18/2025	Measure M Fund	225
		10/27/2025	California Public Employees' Retirement System	242.53	Contribution 10/5/2025-10/18/2025	CDBG	243
		10/27/2025	California Public Employees' Retirement System	82.53	Contribution 10/5/2025-10/18/2025	Street Lighting Fund	251
		10/27/2025	California Public Employees' Retirement System	151.79	Contribution 10/5/2025-10/18/2025	Permanent Local Housing Allocation	501
		10/27/2025	California Public Employees' Retirement System	231.57	Contribution 10/5/2025-10/18/2025	Successor Agency Fund	611
ACH-471		11/3/2025	US Bank Fees	25.00	Bank Merchant Fees- Rental Registry Credit Card Oct 2025	General Fund	100
ACH-472		11/3/2025	US Bank Fees	35.45	Bank Merchant Fees - Rental Registry Checks Oct 2025	General Fund	100
ACH-473		11/3/2025	US Bank Fees	350.59	Bank Merchant Fees - Front Counter Oct 2025	General Fund	100
ACH-474		11/4/2025	8x8 Inc.	465.97	Telephone Svcs Oct 2025	General Fund	100
ACH-475		11/6/2025	California Public Employees' Retirement System	29,743.39	Health Contribution Nov 2025	General Fund	100
		11/6/2025	California Public Employees' Retirement System	4,810.07	Health Contribution Nov 2025	Gas Tax Fund	212

Check NO.	Prepaid (P)	Date	Vendor Name	Check Amount	Transaction Description	Fund Title	Fund #
		11/6/2025	California Public Employees' Retirement System	231.63	Health Contribution Nov 2025	Prop A Fund	221
		11/6/2025	California Public Employees' Retirement System	844.29	Health Contribution Nov 2025	Prop C Fund	222
		11/6/2025	California Public Employees' Retirement System	587.35	Health Contribution Nov 2025	Measure R Fund	224
		11/6/2025	California Public Employees' Retirement System	1,946.87	Health Contribution Nov 2025	Measure M Fund	225
		11/6/2025	California Public Employees' Retirement System	509.59	Health Contribution Nov 2025	CDBG	243
		11/6/2025	California Public Employees' Retirement System	164.29	Health Contribution Nov 2025	Street Lighting Fund	251
		11/6/2025	California Public Employees' Retirement System	333.55	Health Contribution Nov 2025	Permanent Local Housing Allocation	501
		11/6/2025	California Public Employees' Retirement System	605.88	Health Contribution Nov 2025	Successor Agency Fund	611
ACH-476		11/7/2025	California Joint Powers Insurance Authority	22,355.58	CJPIA Nov 2025	General Fund	100
ACH-477		11/13/2025	Colonial Life	27.44	Colonial Life Oct 2025	General Fund	100
ACH-478		11/17/2025	Southern California Edison	8,278.19	Everett Ave 10/1/25-10/31/25	Gas Tax Fund	212
ACH-479		11/17/2025	US Bank Fees	120.00	Analysis Svc Charges Nov 2025	General Fund	100
ACH-480		11/19/2025	Southern California Edison	244.65	5916 King Ave/5913 Mayflower Ave 10/8/2025-11/5/2025	Gas Tax Fund	212
ACH-481		11/19/2025	Southern California Edison	730.97	4805 E 58th St 10/9/2025-11/6/2025	General Fund	100
ACH-482		11/19/2025	American Family Life Assurance Company of Columbus (AFLAC)	478.22	Aflac payment Oct 2025	General Fund	100
			Total ACH and Warrant Registers	2,200,524.08			
		11/20/2025	Payroll Transfer	67,886.47	Payroll Pay Period 11/2/2025 - 11/15/2025		
		12/4/2025	Payroll Transfer	73,311.08	Payroll Pay Period 11/16/2025 - 11/29/2025		
			Total ACH, Warrant Registers and Payroll Transfer	2,341,721.63			

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 8.

DATE: December 17, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: RIMO HANSON, FINANCE DIRECTOR

SUBJECT: CONSIDERATION OF RESOLUTION NO. 6439 OF THE SUCCESSOR AGENCY OF THE FORMER REDEVELOPMENT AGENCY OF THE CITY OF MAYWOOD APPROVING THE PROPOSED RECOGNIZED OBLIGATION PAYMENT SCHEDULE AND ADMINISTRATIVE BUDGET FOR THE PERIOD JULY 1, 2026, THROUGH JUNE 30, 2027

RECOMMENDATION:

Staff recommends that the City Council takes the following actions:

1. Receive and file the Recognized Obligation Payment Schedule (ROPS) of the Successor Agency of the Former Redevelopment Agency (RDA) of the City of Maywood for the period July 1, 2026, through June 30, 2027;
2. Authorize Successor Agency staff to provide any additional requested information to the Los Angeles County Auditor-Controller and/or California Department of Finance to substantiate the information contained in the ROPS and effectuate said schedule; and
3. Adopt Resolution No. 6439, a Resolution of the Successor Agency for the former Redevelopment Agency of the City of Maywood Redevelopment Agency Approving the Recognized Obligation Payment Schedule and Administrative Budget for the period July 1, 2026, through June 30, 2027 (ROPS 26-27) Pursuant to Health and Safety Code Section 34177 and Approving the Proposed Administrative Budgets for the Six-Month Fiscal Periods from July 1, 2026, through December 31, 2026, and from January 1, 2027, through June 30, 2027, and taking certain related actions.

BACKGROUND:

The redevelopment dissolution laws (AB 1x 26, et al.) established a comprehensive statutory process for the dissolution and wind down of all redevelopment agencies (RDA). Pursuant to Health and Safety Code (HSC) Section 34177, each Successor Agency (SA) was required to submit a ROPS to the California Department of Finance (DOF) every six months. On September 22, 2015, the Governor signed SB 107 which revised the timeline for the preparation of the ROPS from a bi-annual process to an annual process for the fiscal period beginning July 1, 2016.

Commencing in 2019, SB 107 also requires the transition from local oversight boards to county oversight boards. SB 107 calls for counties with more than 40 Oversight Boards (i.e., Los Angeles County) to be consolidated into five Oversight Boards. The five consolidated Oversight Boards shall have jurisdiction over each Successor Agency located within its borders. Maywood is within the jurisdiction of the Los Angeles

County Oversight Board, Fourth District.

Pursuant to AB 1x 26, et al., three documents (see Attachments) are being presented to the SA Board for consideration of approval:

1. Recognized Obligation Payment Schedule (ROPS 26-27) - Summary outlining A - Enforceable Obligations Funded; B - Redevelopment Property Tax Trust Fund (RPTTF), and C) Current Period Enforceable Obligations for July 1, 2026, through June 30, 2027 - ATTACHMENT 1 & 2
2. Recognized Obligation Payment Schedule (ROPS 26-27) - ROPS Detail July 1, 2026, through June 30, 2027 - ATTACHMENT 2
3. Successor Agency of The Former Maywood Community Redevelopment Agency (RDA) Administrative Budget (July 1, 2026, to June 30, 2027) – ATTACHMENT 3 and 4

DISCUSSION:

The former Redevelopment Agency for Maywood Community Redevelopment Agency (“Former Agency”) was formed, pursuant to the Community Redevelopment law (California Health and Safety Code section 33000et seq.).

PRIOR REDEVELOPMENT AGENCY PROJECTS – There are two redevelopment projects that were previously undertaken by the RDA that is now administered by the Successor Agency:

C1 - Property #1 - 5102 District Boulevard (Los Angeles County Auditor-Controller Property Tax Account # 208.02). The Maywood Community Development Agency purchased this property in 2008. It is located between 52nd Street and District Boulevard along Cudahy Avenue, directly across from an elementary school; and

C2 - Property #2 - 5110 District Boulevard (Los Angeles County Auditor-Controller Property Tax Account # 208.03). The Maywood Community Development Agency purchased this property in 2007. It is located on an irregularly shaped triangular lot with primary frontage on District Boulevard, tapering toward the East until it intersects 52nd Street near Atlantic Boulevard.

PRIOR DEBT ISSUED BY THE RDA AND RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS) –

The following debt instruments and fees relating to them that are being serviced by the Successor Agency to the Maywood Community Redevelopment Agency are as follows:

- E1. *Series 2017A-1 Tax Allocation Bonds* that were executed 10/18/2017
- E2. *Series 2017A-2 Tax Allocation Bonds* that were executed 10/18/2017
- E3. *Series 2017B Tax Allocation Bonds* that were executed 10/18/2017. This debt was retired (fully paid) on August 1, 2021.
- E4. *Bank Trustee Administrative Fee*, Series 2017 Tax Allocation Bonds that were executed 10/18/2017.

REMAINING OBLIGATIONS – As stated above, SB 107 requires Successor Agencies to transition from a bi-annual (2 times per fiscal year) ROPS adoption cycle to a one-time per year annual cycle. Pursuant to Health and Safety Code Section 34177(o), the Oversight Board-approved ROPS 2026-27 is required to be submitted to the State Department of Finance (DOF) and County Auditor-Controller by February 1, 2026. The obligations presented on ROPS 2026-27 primarily relate to the costs to pay down and administer Successor Agency bonds, and the costs to maintain Successor Agency-owned property, assistance to dissolve Successor Agency land. Below is a summary of the non-admin obligations presented on ROPS 2026-27:

Bond-Related Expenditures (Nos. 12 and 13):

1. Series 2017A-1Tax Allocation Bonds Payments - \$1,103,806
2. Series 2017A-2Tax Allocation Bonds Payments - \$14,227
3. Bank Administrative Services for Series 2017-Tax Allocation Bonds (No. 15) – \$6,000
4. Consultant fees for Annual Continued Disclosure Reporting for Series 2017A-1 & 2 Tax Allocation Bonds (No. 18)-\$3,000

5. Administrative Costs (No 5)– \$250,000

CONCLUSION – Following the Successor Agency of the Maywood Community Redevelopment Agency's (City Council's) adoption of the ROPS 2026-2027A (July through December 2026) and ROPS 2026-2027B (January 2027 through June 2027) Administrative Budget through the attached Resolution, this will be sent to the Los Angeles County Fourth Supervisorial District Consolidated Oversight Board ("Oversight Board") for approval and then submitted to the State of California's Department of Finance (DOF) by February 1st.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

The preparation and submittal of the Recognized Obligation Payment Schedule is for the purpose of allowing the Successor Agency to pay its enforceable obligations for the period from July 1, 2026, to June 30, 2027. Upon the DOF approving the ROPS 26-27 as submitted, it is anticipated that the Successor Agency will receive \$1,377,033 of Redevelopment Property Tax Trust Fund ("RPTTF"), which includes \$250,000 for administrative expenses, to pay the Successor Agency's enforceable obligations for the fiscal year FY2026-27.

ATTACHMENT(S)

1. Recognized Obligation Payment Schedule (ROPS 26-27) Summary
2. Maywood ROPS detail July 1, 2026-June 30, 2027
3. Administrative cost Support ROPS FY26-27
4. Administrative cost Detail July 1,2026-June 30, 2027
5. Resolution No. 6439 ROPS FY26-27
6. ROPS 26-27 Oversight Board Staff Report
7. Oversight Board Reso # 6439

Recognized Obligation Payment Schedule (ROPS 26-27) - Summary
Filed for the July 1, 2026 through June 30, 2027 Period

Successor Agency: Maywood

County: Los Angeles

Current Period Requested Funding for Enforceable Obligations (ROPS Detail)	26-27A Total (July - December)	26-27B Total (January - June)	ROPS 26-27 Total
A Enforceable Obligations Funded as Follows (B+C+D)	\$ -	\$ -	\$ -
B Bond Proceeds	-	-	-
C Reserve Balance	-	-	-
D Other Funds	-	-	-
E Redevelopment Property Tax Trust Fund (RPTTF) (F+G)	\$ 1,052,862	\$ 324,171	\$ 1,377,033
F RPTTF	927,862	199,171	1,127,033
G Administrative RPTTF	125,000	125,000	250,000
H Current Period Enforceable Obligations (A+E)	\$ 1,052,862	\$ 324,171	\$ 1,377,033

Certification of Oversight Board Chairman:

Pursuant to Section 34177 (o) of the Health and Safety code, I hereby certify that the above is a true and accurate Recognized Obligation Payment Schedule for the above named successor agency.

Name Title

/s/ _____
Signature Date

Attachment 2

Maywood
Recognized Obligation Payment Schedule (ROPS 26-27) - ROPS Detail
July 1, 2026 through June 30, 2027

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
Item #	Project Name	Obligation Type	Agreement Execution Date	Agreement Termination Date	Payee	Description	Project Area	Total Outstanding Obligation	Retired	ROPS 26-27 Total	ROPS 26-27A (Jul - Dec)					26-27A Total	ROPS 26-27B (Jan - Jun)					26-27B Total
											Fund Sources						Fund Sources					
											Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF		Bond Proceeds	Reserve Balance	Other Funds	RPTTF	Admin RPTTF	
								\$13,631,492		\$1,377,033	\$-	\$-	\$-	\$927,862	\$125,000	\$1,052,862	\$-	\$-	\$-	\$199,171	\$125,000	\$324,171
5	Successor Agency Staff Administrative Costs	Admin Costs	07/01/2026	06/30/2027	City of Maywood	Administrative Costs-Staff		250,000	N	\$250,000	-	-	-	-	125,000	\$125,000	-	-	-	-	125,000	\$125,000
12	Series 2017A-1Tax Allocation Bonds	Bonds Issued After 12/31/10	10/18/2017	08/01/2037	Wells Fargo Bank	Series 2017A-1Tax Allocation Bonds		13,204,496	N	\$1,103,806	-	-	-	910,294	-	\$910,294	-	-	-	193,512	-	\$193,512
13	Series 2017A-2Tax Allocation Bonds	Bonds Issued After 12/31/10	10/18/2017	08/01/2037	Wells Fargo Bank	Series 2017A-2Tax Allocation Bonds		167,996	N	\$14,227	-	-	-	11,568	-	\$11,568	-	-	-	2,659	-	\$2,659
15	Bank Trustee Admin Fee	Fees	10/18/2017	08/01/2037	Wells Fargo Bank	Series 2017-Tax Allocation Bonds		6,000	N	\$6,000	-	-	-	6,000	-	\$6,000	-	-	-	-	-	\$-
17	Property Management Plan and Property Disposition	Property Dispositions	09/30/2013	01/08/2029	Successor Agency (The Community Development Commission of the City of Maywood)	DOF approved costs for staff and consultants to complete the PMP and dispose of properties		-	N	\$-	-	-	-	-	-	\$-	-	-	-	-	-	\$-
18	Continuing Disclosure Services Fee	Fees	10/18/2017	08/01/2037	City of Maywood	Continued Disclosure Reporting Fee - TAB 2017A-1 & 2	N/A	3,000	N	\$3,000	-	-	-	-	-	\$-	-	-	-	3,000	-	\$3,000

Maywood
Recognized Obligation Payment Schedule (ROPS 26-27) - Report of Cash Balances
July 1, 2023 through June 30, 2024
 (Report Amounts in Whole Dollars)

Pursuant to Health and Safety Code section 34177 (I), Redevelopment Property Tax Trust Fund (RPTTF) may be listed as a source of payment on the ROPS, but only to the extent no other funding source is available or when payment from property tax revenues is required by an enforceable obligation.							
A	B	C	D	E	F	G	H
	ROPS 23-24 Cash Balances (07/01/23 - 06/30/24)	Fund Sources					Comments
		Bond Proceeds		Reserve Balance	Other Funds	RPTTF	
		Bonds issued on or before 12/31/10	Bonds issued on or after 01/01/11	Prior ROPS RPTTF and Reserve Balances retained for future period(s)	Rent, grants, interest, etc.	Non-Admin and Admin	
1	Beginning Available Cash Balance (Actual 07/01/23) RPTTF amount should exclude "A" period distribution amount.						
2	Revenue/Income (Actual 06/30/24) RPTTF amount should tie to the ROPS 23-24 total distribution from the County Auditor-Controller					1,224,876	
3	Expenditures for ROPS 23-24 Enforceable Obligations (Actual 06/30/24)					1,224,876	
4	Retention of Available Cash Balance (Actual 06/30/24) RPTTF amount retained should only include the amounts distributed as reserve for future period(s)						
5	ROPS 23-24 RPTTF Prior Period Adjustment RPTTF amount should tie to the Agency's ROPS 23-24 PPA form submitted to the CAC		No entry required				
6	Ending Actual Available Cash Balance (06/30/24) C to F = (1 + 2 - 3 - 4), G = (1 + 2 - 3 - 4 - 5)	\$-	\$-	\$-	\$-	\$-	

Maywood
Recognized Obligation Payment Schedule (ROPS 26-27) - Notes
July 1, 2026 through June 30, 2027

Item #	Notes/Comments
5	
12	
13	
15	
17	This item was denied by DOF for ROPS FY 2025-26.
18	This is a new item added this year for ROPS FY26-27 for Bonds disclosure fee.

**SUCCESSOR AGENCY OF THE FORMER MAYWOOD COMMUNITY REDEVELOPMENT AGENCY
(RDA) ADMINISTRATIVE BUDGET
(July 1, 2026 to June 30, 2027)
RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS)
FISCAL YEAR 2026-2027**

In accordance with Health and Safety Code section 34177(j) this document constitutes the Administrative Budget of the Successor Agency to the Redevelopment Agency for Maywood Community Redevelopment Agency ("Former Agency"). The Successor Agency is a separate legal entity that serves, in accordance with ABx1 26, as amended by AB 1484, to wind-down the affairs of the former Maywood Community Redevelopment Agency.

This Administrative Budget has been prepared by the Successor Agency and will be submitted to the Successor Agency's Oversight Board – City Council of Maywood - for approval in accordance with the requirements of Health and Safety Code Section 34177(j).

This Administrative Budget accompanies the Successor Agency's Recognized Obligation Payment Schedule ("ROPS") prepared pursuant to Health and Safety Code Section 34177(l) for the period of July 1, 2026 through June 30, 2027. In compliance with the California Health and Safety Code, Sections 34177(j)(1), (2), and (3) the Administrative Budget is broken out into three parts:

- 1) Estimated administrative costs for applicable period.
- 2) Proposed source of payment.
- 3) Proposals for arrangements for administrative and operations services provided by the City of Maywood (the City). Per Health and Safety Code Section 24171(b), for fiscal year 2026-2027 the minimum authorized amount for Administrative Cost is \$250,000. As called for in Health and Safety Code Section 34177(k), and as documented in this Administrative Budget, the Successor Agency will report to the County Auditor-Controller that its administrative cost allowance to be paid from property taxes deposited in the Redevelopment Property Tax Trust Fund (as further described in Part B below) pursuant to Health and Safety Code Section 34183(a)(3) is the amount of \$250,000.

**SUCCESSOR AGENCY OF THE FORMER MAYWOOD COMMUNITY REDEVELOPMENT AGENCY
(RDA) ADMINISTRATIVE BUDGET
(July 1, 2026 to June 30, 2027)
RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS)
FISCAL YEAR 2026-2027**

A. Estimated Amounts For Successor Agency Administrative Cost For Applicable Period (Health and Safety Code Section 34177(j)(1). Detailed Administrative Costs are outlined on Attachment 4.

A	- SALARIES (5100) AND BENEFITS (5200)	\$ 161,844
	This includes:	
	A1. Executive oversight of the Successor Agency	
	A2. Finance, Accounting and Treasury Activities (Accounting, Payroll, Accounts Payable, Accounts Receivable, Banking, Debt Administration, General Ledger Maintenance)	
	A3. Community development activities (property oversight and loan receivable administration, AB1484 compliance, legislative analysis and research, implementation of the long-range property management plan)	
	A4. Human resources administration.	
	A5. Property tax allocation monitoring.	
	B2. Auditing Services (6306). Auditing and Other Financial Compliance activities associated with Successor Agency	
B	- PROFESSIONAL SERVICES	
	B1 - Legal Services (6114):	\$88,156
	Legal services to ensure compliance with applicable laws	
	Consultant Services relating to ROPS.	
C	- (A + B) TOTAL ADMINISTRATIVE	\$250,000

Activities may be added, revised, or deleted from this listing as necessary and appropriate during the course of the Former RDA wind-down process. Costs shown for each activity are estimates only. Actual costs required for each activity may be higher or lower than the amount shown, not to exceed the aggregate total amount shown.

B. Proposed Source of Payment For Above-Identified Administrative Costs (Health and Safety Code Section 34177(j)(2). As authorized pursuant to Health and Safety Code Section 34183(a)(3), the proposed source of payment for the administrative costs identified in Part A above is the Redevelopment Property Tax Trust Fund (RPTTF) established and maintained by the Los Angeles County Auditor- Controller pursuant to Health and Safety Code Section 34170.5(b).

C. Proposals For Arrangements For Administration and Operations Services (Health and Safety Code Section 34177(j)(3). The Successor Agency has arranged with the City of Maywood to provide the staff services, office materials, equipment, and other necessary resources to administer the responsibilities of the Successor Agency and will draw upon services of outside legal and financial consultants as necessary, to provide for the continued administration of the former RDA to the extent City staff lacks the necessary expertise or capacity.

BUDGET FOR ADMINISTRATIVE EXPENSES FY 2026-27				
MAYWOOD SUCCESSOR AGENCY				
ESTIMATED EXPENSES				
PERSONNEL COSTS				
Position	Tasks	Total Annual Cost	Admin %	Total Admin Cost
Deputy Director of Building & Planning	Review Documents, attend meetings, coordination, and respond to Oversight Board, Property Disposition	\$ 202,531	10%	\$ 20,253
Finance Director	Review agenda items, research for ROPS, Respond to DOF, and Auditors	246,920	15%	36,623
Administrative Analyst	Keep records of successor Agency's properties, developer agreements.	109,747	15%	16,462
Senior Accountant	Process and review all invoices, loan payments, General Ledger analysis	127,123	20%	25,425
City Manager	Oversee all successor Agency transactions.	315,469	10%	31,547
Deputy City Clerk/Assistant to the City Manager	Coordinate Successor Agency Agenda items, resolutions, ordinances.	152,670	6%	9,334
Accounting Specialist I	Record and post into General ledger, keep records.	111,002	20%	22,200
Sub-Total Personnel Costs				\$ 161,844
Other Administrative Costs				
Consultants	Prepare ROPS, PPA, Staff reports, resolutions, attend meetings, coordinate with DOF and County Auditor, cash flow projects, etc.	\$ 30,000	100%	\$ 30,000
Legal Counsel	Review staff reports, resolutions, provide legal services as needed.	58,156	100%	58,156
Sub-Other Administrative Costs				88,156
TOTAL ADMINISTRATIVE COSTS				\$ 250,000

RESOLUTION NO. 6439

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUCCESSOR AGENCY TO THE FORMER REDEVELOPMENT AGENCY OF THE CITY OF MAYWOOD APPROVING THE PROPOSED RECOGNIZED OBLIGATION PAYMENT SCHEDULE FOR THE PERIOD JULY 1, 2026 THROUGH JUNE 30, 2027 (ROPS 26-27) PURSUANT TO HEALTH AND SAFETY CODE SECTION 34177 AND APPROVING THE PROPOSED ADMINISTRATIVE BUDGETS FOR THE SIX-MONTH FISCAL PERIODS FROM JULY 1, 2026 THROUGH DECEMBER 31, 2026 AND FROM JANUARY 1, 2027 THROUGH JUNE 30, 2027, AND TAKING CERTAIN RELATED ACTIONS

WHEREAS, pursuant ABx 1 26, enacted on June 28, 2011, and as subsequently amended by AB 1484, SB 341, and SB 107 ("Dissolution Act"), the Redevelopment Agency to the City of Maywood was dissolved as of February 1, 2012, and the City of Maywood elected to serve as the Successor Agency to the former Redevelopment Agency of the City of Maywood ("Successor Agency"); and

WHEREAS, pursuant to Health and Safety Code Section 34179 (q), commencing on and after July 1, 2018, the County of Los Angeles, where more than 40 oversight boards were created by the Dissolution Act, shall have five consolidated oversight boards each encompassing the five supervisorial districts; and

WHEREAS, the First Supervisorial District Consolidated Oversight Board ("Oversight Board") has jurisdiction over the Successor Agency and

WHEREAS, pursuant to Health and Safety Code Section 34177(o), the Successor Agency must prepare a Recognized Obligation Payment Schedule listing the anticipated payments for enforceable obligations to be made by the Successor Agency during the fiscal period from July 1, 2026 through June 30, 2027 ("ROPS 26-27") and submit ROPS 26-27 to the oversight board of the Successor Agency (the "Oversight Board") for approval; and

WHEREAS, pursuant to Health and Safety Code Section 34177(l)(2)(B), at the same time that the Successor Agency submits ROPS 26-27 to the Oversight Board for approval, the Successor Agency must submit a copy of such ROPS to the State Department of Finance (the "DOF"), the County administrative officer, and the County Auditor-Controller; and

WHEREAS, pursuant to Health and Safety Code Section 34177(l)(2)(C) and Section 34177(o)(1), the Successor Agency must: (i) submit the Oversight Board-approved ROPS 26-27 to the DOF, the Office of the State Controller, and the County

Auditor-Controller no later than February 1, 2026, and (ii) post a copy of the Oversight Board-approved ROPS 26-27 on the Successor Agency's website; and

WHEREAS, pursuant to Health and Safety Code Section 34177(j), the Successor Agency must prepare a proposed administrative budget for each six-month fiscal period (commencing each January 1 and July 1) and submit each proposed administrative budget to the Oversight Board for approval; and

WHEREAS, each proposed administrative budget shall include all of the following: (1) estimated amounts for Successor Agency administrative costs for the upcoming six-month fiscal period; (2) proposed sources of payment for the costs identified in (1); and (3) proposals for arrangements for administrative and operations services provided by the City of Maywood or another entity; and

WHEREAS, pursuant to Health and Safety Code Section 34177(k), the Successor Agency is required to provide administrative cost estimates, from its approved administrative budget that are to be paid from property tax revenues deposited in the Redevelopment Property Tax Trust Fund, to the County Auditor-Controller for each six-month fiscal period; and

WHEREAS, there has been presented to this Board for approval, the Successor Agency's proposed administrative budgets for the six-month fiscal periods from July 1, 2026 through December 31, 2026 ("Administrative Budget 26-27A") and from January 1, 2027 through June 30, 2027 ("Administrative Budget 26-27B") (collectively the "Administrative Budgets").

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SUCCESSOR AGENCY TO THE FORMER REDEVELOPMENT AGENCY OF THE CITY OF MAYWOOD HEREBY FINDS, DETERMINES, RESOLVES, AND ORDERS AS FOLLOWS:

Section 1. The above recitals are true and correct and are a substantive part of this Resolution.

Section 2. ROPS 26-27, substantially in the form attached hereto as Attachment 1 & 2, is hereby approved. The Executive Director of the Successor Agency, in consultation with the Successor Agency's legal counsel, may modify ROPS 26-27 as the Executive Director or the Successor Agency's legal counsel deems necessary or advisable.

Section 3. This Board hereby represents and warrants to the Oversight Board that it examined all of the items on ROPS 26-27 and finds that each of them is necessary for the continued maintenance and preservation of property owned by the

Successor Agency until disposition in accordance with the Dissolution Act, the continued administration of the ongoing enforceable obligations, or the expeditious wind-down of the affairs of the former Redevelopment Agency of the City of Maywood by the Successor Agency.

Section 4. Staff is hereby authorized and directed to post a copy of the Oversight Board-approved ROPS 26-27 on the Successor Agency's Internet website (being a page on the Internet website of the City of Maywood).

Section 5. The officers and the other Staff members of the Successor Agency are hereby authorized and directed, jointly and severally, to do any and all things which they may deem necessary or advisable to effectuate this Resolution, including but not limited to requesting additional review by the DOF and an opportunity to meet and confer on any disputed items, and making adjustments to ROPS 26-27 pursuant to the DOF's instructions, and any such actions previously taken are hereby ratified and confirmed.

Section 6. The Administrative Budgets, substantially in the form attached hereto as Attachment 3 & 4, are hereby approved.

Section 7. The Executive Director of the Successor Agency, in consultation with the Successor Agency's legal counsel, may modify the Administrative Budgets as the Executive Director or the Successor Agency's legal counsel deems necessary or advisable.

Section 8. Staff is hereby authorized and directed to submit the proposed Administrative Budgets to the Oversight Board for approval.

Section 9. The officers and other staff members of the Successor Agency are hereby authorized and directed, jointly and severally, to do any and all things which they may deem necessary or advisable to effectuate this Resolution and the Administrative Budgets and any such actions previously taken are hereby ratified and confirmed.

PASSED, APPROVED AND ADOPTED THIS 17th day of December, 2025.

Mayra Aguiluz, Mayor

ATTEST:

APPROVED AS TO FORM:

Miguel Leon, City Clerk

Roxanne Diaz, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES)
CITY OF MAYWOOD)

I, Miguel Leon, City Clerk of the City Council of the City of Maywood, do hereby certify that foregoing Resolution No. 6439 was duly passed and adopted by the City Council of the City of Maywood, at a regular meeting of the City Council held on the 17th day of December, 2025 by the following roll call vote, to wit:

AYES:

NAYES:

ABSENT:

ABSTAINED:

Miguel Leon, City Clerk

Fourth District Oversight Board Agenda Staff Report

DATE: January 20, 2026

TO: Edward H.J. Wilson, Chair

FROM: Staff to the Successor Agency to the Maywood Community Redevelopment Agency

SUBJECT: RESOLUTION NO. OB 6439 APPROVING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE FOR THE 2026-27 FISCAL PERIOD OF JULY 1, 2026 TO JUNE 30, 2027 AND APPROVING THE ADMINISTRATIVE BUDGET FOR THE 26-27 FISCAL PERIOD; AUTHORIZING TRANSMITTAL TO THE STATE DEPARTMENT OF FINANCE UNDER DISSOLUTION LAW

RECOMMENDATION:

It is recommended that the Fourth District Oversight Board:

Adopt Resolution No. OB 6439 approving the Recognized Obligation Payment Schedule for the annual fiscal period of July 1, 2026 to June 30, 2027 ("ROPS 26-27") and approving the Administrative Budget included therewith, subject to submittal to, and review by the State of California, Department of Finance ("DOF").

BACKGROUND:

The redevelopment dissolution laws (AB 1x 26, et al.) established a comprehensive statutory process for the dissolution and wind down of all redevelopment agencies (RDA). Pursuant to Health and Safety Code (HSC) Section 34177, each Successor Agency (SA) was required to submit a ROPS to the California Department of Finance (DOF) every six months. On September 22, 2015, the Governor signed SB 107 which revised the timeline for the preparation of the ROPS from a bi-annual process to an annual process for the fiscal period beginning July 1, 2016.

As Successor Agency, the City is responsible for all of the assets, properties, contracts, leases, obligations, and records of the former Redevelopment Agency. The ROPS shall include any bonds, loans, payments required by the federal government, contracts, costs associated with Disposition and Development Agreements, and other similar obligations to third parties.

DISCUSSION:

HSC Section 34177(l) requires the Successor Agency to prepare a ROPS showing all the obligations of the former Redevelopment Agency and the sources of funds for repaying obligations. This ROPS 26-27 was approved by the Successor Agency on January 20, 2026, and must now be approved by the Fourth District Oversight Board ("Oversight Board") before it can be submitted to the DOF, State Controller's Office, and the County Auditor-Controller by no later than February 1, 2026. The City may face a fine of \$10,000 per day for ROPS submitted after this deadline.

DOF provided the Successor Agency with a partially completed ROPS form to standardize the form and make it consistent with DOF's automated tracking system.

ROPS Items

The ROPS 26-27 items include:

1. Bond Debt Service Payments, Continuing Disclosure Costs and Trustee Fees (Nos. 12, 13, 15, & 18) Payments and costs for required payments and reporting requirements.
2. Successor Agency Administrative Costs (No. 5) – \$250,000 is being requested per DOF's suggestion that the maximum of \$250,000 as allowed by State Law.

Copies of the ROPS 26-27 and the FY 26-27 Administrative Budget are included with the Oversight Board Resolution, which is included as Attachment 1-4 to this agenda report.

Upon receipt of an Oversight Board-approved ROPS, DOF has 45 days to make its determination of the enforceable obligations, including amounts and funding sources. Within five business days of DOF's determination, the Successor Agency may request additional review and an opportunity to meet and confer on disputed items. DOF has until 15 days prior to the date for property tax distribution to make its final decision after the meet and confer. The RPTTF distribution dates for the ROPS 26-27A period and 26-27B period are on or about June 1, 2026 and January 2, 2027, respectively.

FISCAL IMPACT:

None until approved by DOF. If the DOF approves the ROPS 26-27 as submitted, it is anticipated that the Successor Agency will receive **\$1,377,033** of Redevelopment Property Tax Trust Fund ("RPTTF"), which includes \$250,000 for administrative expenses, to pay the Successor Agency's enforceable obligations for the fiscal year July 1, 2026 to June 30, 2027.

Preparation and administration of ROPS 26-27 is funded through the Successor Agency's annual administrative allowance. The California Health and Safety Code requires a \$10,000 per day fine if the ROPS is not submitted to the DOF (after required Oversight Board Approval) by the February 1, 2026 deadline.

ATTACHMENTS

1. Resolution No. OB 6439 to Approve ROPS 26-27 and the 26-27 Administrative Budget
 - Attachment 1&2: ROPS 26-27 covering July 2026 through June 2027
 - Attachment 3&4: Administrative Budget Fiscal Year 2026-27.

**FOURTH DISTRICT OVERSIGHT
BOARD RESOLUTION NO. OB-6439**

A RESOLUTION OF THE LOS ANGELES COUNTY FOURTH SUPERVISORIAL DISTRICT CONSOLIDATED OVERSIGHT BOARD APPROVING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE FOR THE 26-27 FISCAL PERIOD OF JULY 1, 2026 TO JUNE 30, 2027, INCLUDING THE ADMINISTRATIVE BUDGET INCLUDED THEREWITH, OF THE SUCCESSOR AGENCY TO THE MAYWOOD COMMUNITY REDEVELOPMENT AGENCY, SUBJECT TO SUBMITTAL TO, AND REVIEW BY, THE STATE DEPARTMENT OF FINANCE PURSUANT TO THE DISSOLUTION LAW, AND AUTHORIZING POSTING THEREOF FOR THE SUCCESSOR AGENCY TO THE MAYWOOD COMMUNITY REDEVELOPMENT AGENCY

WHEREAS, pursuant to Assembly Bill (AB) x1 26, enacted on June 28, 2011, and as subsequently amended by AB 1484, SB 341, and SB 107 ("Dissolution Act"), the Maywood Community Redevelopment Agency ("Former Agency") was dissolved as of February 1, 2012, and the City of Maywood elected to serve as the Successor Agency to the Former Agency ("Maywood Successor Agency"); and

WHEREAS, pursuant to the California Health and Safety Code Section 34179 (q), commencing on and after July 1, 2018, the County of Los Angeles, where more than 40 oversight boards were created by the Dissolution Act, shall have five consolidated oversight boards each encompassing the five supervisorial districts; and

WHEREAS, the Fourth Supervisorial District Consolidated Oversight Board ("Fourth District Oversight Board") has jurisdiction over the Maywood Successor Agency; and

WHEREAS, the Fourth District Consolidated Oversight Board held a special meeting on January 20, 2026; and

WHEREAS, every oversight board, both the prior local oversight board and this newly established Fourth District Oversight Board, has fiduciary responsibilities to the holders of enforceable obligations and to the taxing entities that benefit from distributions of property tax and other revenues under the Dissolution Law, in particular Section 34188; and

WHEREAS, Sections 34177(m), 34177(o) and 34179 provide that each Recognized Obligation Payment Schedule ("ROPS") is submitted to, reviewed and approved by the successor agency and then reviewed and approved by the oversight board before final review and approval by the State Department of Finance ("DOF"); and

WHEREAS, Section 34177(o) of the Dissolution Law requires that the annual ROPS for the 2026-27 fiscal period of July 1, 2026 to June 30, 2027 ("ROPS 26-27") be submitted to the DOF by the Maywood Successor Agency, after approval by the Fourth District Oversight Board, no later than February 1, 2026; and

WHEREAS, the ROPS 26-27, in the form required by DOF, is attached as Attachment 1 & 2 and the FY 26-27 Administrative Budget is attached as Attachment 3 & 4, and the four attachments are fully incorporated by this reference; and

WHEREAS, the Maywood Successor Agency has reviewed and approved the ROPS 26- 27, and the FY 26-27 Administrative Budget at its meeting held on January 20, 2026; and

WHEREAS, the Fourth District Oversight Board has reviewed the Maywood Successor Agency's ROPS 26-27 and desires to approve the ROPS 26-27, including the FY 26-27 Administrative Budget included therewith, and to authorize the Maywood Successor Agency to transmit such ROPS to the DOF, with copies to the County of Los Angeles Auditor-Controller, and the State Controller's Office pursuant to the Dissolution Law.

NOW THEREFORE, THE LOS ANGELES COUNTY FOURTH SUPERVISORIAL DISTRICT CONSOLIDATED OVERSIGHT BOARD DOES HEREBY RESOLVE AND FIND AS FOLLOWS:

SECTION 1. The foregoing recitals are incorporated into this Resolution by this reference and constitute a material part of this Resolution.

SECTION 2. The Fourth District Oversight Board hereby approves the ROPS 26-27 submitted therewith and incorporated by this reference, including the FY 26-27 Administrative Budget submitted therewith.

SECTION 3. The Fourth District Oversight Board authorizes transmittal to the DOF of the ROPS 26-27 with copies to the County of Los Angeles Auditor-Controller, and the State Controller's Office.

SECTION 4. The Maywood City Manager/Executive Director and/or his authorized designee, is directed to post this Resolution, including the ROPS 26-27, on the City's website pursuant to the Dissolution Law.

SECTION 5. Under Section 34179(h) written notice and information about certain actions taken by the First District Oversight Board shall be provided to the DOF by electronic means and in a manner of DOF's choosing. The Fourth District Oversight Board's action shall become effective five (5) business days after notice in the manner specified by the DOF unless the DOF requests a review.

SECTION 6. The Clerk of the Board shall certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED this 20th day of January 2026, by the following vote:

Ayes:

Noes:

Abstain:

Absent:

ATTEST:

Edward H. J. Wilson, Chair
Fourth Supervisorial District
Consolidated Oversight
Board

Cesar Hernandez, Deputy Clerk

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 9.

DATE: December 17, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: DAISY GUERRERO, DEPUTY DIRECTORY OF BUILDING AND PLANNING

SUBJECT: APPROVAL OF FINAL PARCEL MAP NO. 72846 (PC-581) AND DETERMINATION OF CEQA EXEMPTION

RECOMMENDATION:

Staff recommends that the City Council approve Final Parcel Map PC-581 (PM72846) as the Planning and Engineering conditions of approval have been satisfied.

BACKGROUND:

The subject site is located along the 4600 block of Slauson Avenue, bounded by King Avenue to the west, Mayflower Avenue to the east, Slauson Avenue to the south, and 57th Street to the north.

In 2014, the Los Angeles Unified School District (LAUSD) submitted an application to consolidate 47 parcels into a single parcel of approximately 9.24 acres, including the vacation of a segment of 58th Street between King Avenue and Mayflower Avenue. This consolidation supported the development of the new South Region High School No. 8, which included classroom facilities, a gymnasium, a performing arts building, and a parking structure with rooftop basketball courts.

On July 15, 2014, the Planning Commission voted 4–0 to recommend approval of Tentative Parcel Map No. 72846 and determined that the proposed street vacation conformed to the City's General Plan. On September 10, 2014, the City Council held a public hearing and approved both the Tentative Parcel Map and the street vacation.

Construction of the high school has since been completed, and LAUSD has submitted the Final Parcel Map for approval and recordation.

DISCUSSION:

On July 15, 2014, the Maywood Planning Commission voted 4-0, making its recommendation to the City Council to approve the tentative parcel map and to make a positive finding of determination that the proposed Street Vacation conforms with the City's General Plan.

The design of the subdivision and the proposed improvements will not conflict with any easements acquired by the public for access or use of property within the subdivision area. This determination is consistent with the findings of the Environmental Impact Report (SCH No. 2009071112), prepared in October 2013 for the overall new high school development.

On September 10, 2014, City Council held a Public Hearing for the purpose of considering whether the street vacation of that portion of 58th Street between King Avenue and Mayflower Avenue conforms with the City's General Plan and ordering the vacation of that portion of 58th Street between King Avenue and Mayflower Avenue. The Maywood City Council found and determined from all the evidence submitted that the hereinafter described right-of-way is unnecessary for present or prospective street purposes.

Finally, below are the findings relating to the California Environmental Quality Act (CEQA):

Categorical Exemption (TPM No. 72846): Pursuant to the provisions of the California Environmental Quality Act (CEQA), as amended, the City, as the Lead Agency, has analyzed the proposal and has concluded that it is appropriate to grant a Categorical Exemption under CEQA Guidelines, Article 19, Section 15315, Minor Land Divisions. A Notice of Exemption will be prepared if this project is approved.

Categorical Exemption (General Plan Conformance): Pursuant to the provisions of the California Environmental Quality Act (CEQA), as amended, the City as the Lead Agency, has analyzed the proposal and has concluded that it is appropriate to grant a Categorical Exemption under CEQA Guidelines, Section 15312, Surplus Government Property Sales. A Notice of Exemption will be prepared if this project is approved.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

There is no fiscal impact to the City associated with the approval of this item. However, staff will be invoicing the Los Angeles Unified School District for the applicable planning and plan review fees, totaling \$3,996, in accordance with the City's and Consultant's fee schedules.

ATTACHMENT(S)

1. City Council Staff Report 09-10-14
2. PC Resolution No. PC-581
3. Resolution No. 5785 Approving Tentative Parcel Map
4. Resolution No. 5786 Vacation of Segments btw King and Mayflower Avenue



AGENDA REPORT CITY OF MAYWOOD

DATE: SEPTEMBER 10, 2014

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: LILIAN MYERS, EXECUTIVE DIRECTOR *L. Myers*

BY: ANDRE DUPRET, PROJECT MANAGER *A. Dupret*

SUBJECT: APPROVAL OF TENTATIVE PARCEL MAP NO. 72846 AND APPROVAL OF A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAYWOOD ORDERING THE VACATION OF THAT PORTION OF 58TH STREET BETWEEN KING AVENUE AND MAYFLOWER AVENUE

RECOMMENDATION

That the City Council conduct a public hearing and adopt Resolution to approve Tentative Parcel Map No. 72846.

That the City Council conduct a public hearing and adopt Resolution ordering the vacation of that portion of 58th Street between King Avenue and Mayflower Avenue.

FISCAL IMPACT

There is no fiscal impact associated with this action.

LEGAL REVIEW

The City Attorney has reviewed this report.

BACKGROUND

At a noticed public hearing of the Maywood Planning Commission on July 15, 2014, the Commission considered an application from Los Angeles Unified School District (LAUSD – “Applicant”) for Tentative Parcel Map (“TPM”) No. 72846 to create a single parcel and allow for the Street Vacation of 58th Street between King Avenue and Mayflower Avenue. The purpose of the TPM is to permit LAUSD to construct a new regional high school (South Region High School No. 8) within the City.

The subject site consists of 47 parcels, developed primarily between the 1920's and 1940's, as follows: 10 parcels containing single family dwelling units; 28 parcels

containing 95 multifamily dwelling units; 8 parcels containing commercial development; and one (1) parcel containing a parking lot (see Attachment 4 – LAUSD Site Inventory). A majority of the parcels have now been cleared by the LAUSD in preparation for the construction of the new high school.

LAUSD is proposing to combine the 47 parcels into a single parcel of approximately 9.10 acres, including the street vacation of 58th Street (between King Avenue and Mayflower Avenue), along with necessary street dedications, for the construction of the new South Region High School No. 8. The proposed new high school will contain six (6) buildings and one (1) parking structure with basketball courts built into the roof of the structure. Overall combined square footage of all proposed structures is 200,500 square feet (see TPM No. 72846 in Attachment 5).

45 classrooms are proposed within a 3-story structure (Buildings 3, 4 and 5). The new high school will also feature a performing arts and multipurpose building (Building 2), a Support Service Center with an administration area, library and clinic (Building 1), a physical education building with a gymnasium, lockers and food service (Building 6), and a maintenance and operations area. The at-grade parking structure will contain 113 parking spaces for faculty and staff and will have basketball courts built into its roof (Building 7). The project will provide approximately 1,215 two-semester seats for students in grades nine (9) through 12 and approximately 105 full and part-time faculty and staff. The school will be in a secured campus with safety features including perimeter fencing, secured ingress and egress points, exterior safety and playfield lighting. The school is designed in a contemporary/modern architectural style.

After hearing all testimony and conducting open discussions on the merits of the TPM and the street vacation, the Planning Commission, on a unanimous 4-0 vote, made its recommendation to the City Council to approve the TPM and to make a positive finding of determination that the proposed Street Vacation conforms with the City's General Plan.

DISCUSSION

Per the City's Subdivision Ordinance, the Planning Commission shall be responsible for recommending approval, conditional approval, or denial of the Application and reporting its action to the City Council. The City Council has final jurisdiction in the approval, conditional approval, or disapproval of tentative maps and final tract maps.

TENTATIVE PARCEL MAP

The proposed subdivision requires a parcel map pursuant to the California Government Code, Subdivision Map Act. The California Government Code requires that a tentative map shall be denied if any of the following findings can be made:

- a. The proposed map is not consistent with applicable general plan and specific plans as specified in Section 65451 of the California Government Code.
- b. That the design or improvement of the proposed subdivision is not consistent with applicable general or specific plans.
- c. That the site is not physically suitable for the proposed density of development.
- d. That the design of the subdivision or the proposed improvements is likely to cause substantial environmental damage, or substantially and avoidably, injure fish or wildlife or their habitat.
- e. That the design of the subdivision or type of improvements is likely to cause serious public health problems.
- f. That the design of the subdivision or the type of improvements will conflict with easements, acquire by the public at large, for access through or use of property within the proposed subdivision.

All of the required findings pursuant to the California Government Code – Subdivision Map Act, can be made in the affirmative. Amendments to the Zoning Ordinance (ZO) and the General Plan are being processed to ensure that the new high school is adequately zoned PF (Public Facilities) and has an adequate Land Use Designation of Public/Quasi-Public use. The design of the proposed new high school is consistent with the existing Maywood Academy High School and is consistent with the General Plan and ZO. The site is physically suitable for the proposed high school and the density is appropriate as well.

In October 2013, the LAUSD prepared an Environmental Impact Report (SCH No. 2009071112 – “EIR”) for the overall new high school development (the document is available for reference at the City Hall and at the Maywood Public Library). Staff believes that there is insufficient evidence to find that the proposed design is likely to cause substantial environmental damage, injury to fish or wildlife, or cause serious public health problems. Moreover, the proposed improvements do not conflict with any existing public access easements through or use of property within the proposed subdivision.

STREET VACATION

The Applicant has also requested the City vacate that segment of 58th Street that runs east and west between King Avenue and Mayflower Avenue, and which currently segments the proposed campus in half.

Vacation of any real property requires a determination by the Planning Commission that the location, purpose, and extent of the vacation is in conformity with the General Plan. Staff believes that the vacation is consistent with the City's goals, objectives and policies of the General Plan, including the Circulation Element pursuant to California Streets and Highways Code Section 8313 (a) and (b) and Government Code 65402 (a). The City wishes to cooperate with LAUSD by vacating a segment of the 58th Street right-of-way as described above and which consists of approximately .743 acres as shown on TPM No. 72846.

On July 15, 2014, the Planning Commission approved the vacation which conforms to the following goals and policies of the General Plan:

- A. Land Use Element – LU Goal 5.0: Improve access to and quality of community services and facilities within the City.
Land Use Element – LU Goal 5.6: Improve pedestrian access to community facilities and services.

The vacation of a segment of 58th Street will facilitate and improve the internal pedestrian circulation and reduce pedestrian and vehicle conflicts which would occur if the street right-of-way were not vacated.

- B. Circulation Element – CE Goal 2: Provide a local street system that accommodates current and future traffic volumes.
Circulation Element – CE Policy 2.1: Update roadway standards to reflect existing conditions and conform to County standards.

The vacation of a segment of 58th Street is necessary to avoid potential hazards in pedestrian and traffic circulation that the existing street would create if not vacated. The vacation of a segment of 58th Street will promote pedestrian and traffic safety. The vacation of the subject right-of-way will not have a detrimental impact on the City's circulation system. The proposed vacation is consistent and in conformance with Maywood's General Plan. In addition, the vacation is anticipated to serve the public interest and will be a benefit to the community.

ENVIRONMENTAL ASSESSMENT

Categorical Exemption (TPM No. 72846): Pursuant to the provisions of the California Environmental Quality Act (CEQA), as amended, the City, as the Lead Agency, has analyzed the proposal and has concluded that it is appropriate to grant a Categorical Exemption under CEQA Guidelines, Article 19, Section 15315, Minor Land Divisions. A Notice of Exemption will be prepared if this project is approved.

Categorical Exemption (General Plan Conformance): Pursuant to the provisions of the California Environmental Quality Act (CEQA), as amended, the City as the Lead Agency, has analyzed the proposal and has concluded that it is appropriate to grant a Categorical Exemption under CEQA Guidelines, Section 15312, Surplus Government Property Sales. A Notice of Exemption will be prepared if this project is approved.

- Attachments:
- 1) Resolution Approving Tentative Parcel Map No. 72846
 - 2) Resolution Finding that Vacation of 58th Street Between King Avenue and Mayflower Avenue Complies with the General Plan and Approving such Vacation
 - 3) Planning Commission Resolution Approving Tentative Parcel Map No. 72846 and Finding that Vacation of 58th Street Between King Avenue and Mayflower Avenue Complies with the General Plan and Approving such Vacation
 - 4) LAUSD Site Inventory Map
 - 5) Tentative Parcel Map No. 72846
 - 6) Application Filed by the Los Angeles Unified School District
 - 7) Public Hearing Notice

ATTACHMENT 1
Resolution Approving TPM No. 72846

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAYWOOD
APPROVING TENTATIVE PARCEL MAP NO. 72846**

WHEREAS: An application was filed by the Los Angeles Unified School District (LAUSD), with respect to real property located along the 4600 block of Slauson Avenue, between King Avenue to the west and Mayflower Avenue to the east; Slauson Avenue to the south and 57th Street to the north. The site includes the segment of 58th Street, between King Avenue and Mayflower Avenue, proposed to be vacated by the City; and

WHEREAS: LAUSD's application proposes to merge 47 existing parcels into one parcel (approximately 9.10 acres) and to have the City vacate the segment of 58th Street between King Avenue and Mayflower Avenue, along with necessary street dedications, for the construction of the new South Region High School No. 8; and

WHEREAS: The subject site is zoned CM (Commercial Manufacturing) and R-3 (Residential) with a General Plan designation of Mixed Use and Residential. Surrounding land uses to the north are residential, to the east and west are residential and commercial, and to the south is commercial; and

WHEREAS: LAUSD prepared Environmental Impact Report (SCH No. 2009071112) in October of 2013 ("EIR"). This EIR is on file at Maywood City Hall located at 4319 East Slauson Avenue, Maywood, California 90270 and is incorporated herein by this reference; and

WHEREAS: The Maywood Planning Commission held a Public Hearing on July 15, 2014, at 7:00 p.m. at the Maywood City Hall Council Chambers, located at 4319 E. Slauson Avenue, Maywood, California and that a notice of time, place and purpose of the aforesaid meeting was duly given. Evidence, both written and oral, was duly presented to and considered by the Planning Commission at the aforesaid meeting; and

WHEREAS: Pursuant to Section 66474 of the Government Code, a city shall deny approval of a tentative map based on certain findings. However, at the July 15, 2014 Public Hearing, the Planning Commission found that the proposed tentative parcel map could be recommended for approval based on the following determinations:

- a) The proposed map is consistent with applicable general plan and specific plans as specified in Section 65451 of the California Government Code. The City will prepare the necessary Zone Change and General Plan Amendment to ensure that the new high school is adequately zoned PF (Public Facilities) and has an adequate Land Use Designation of Public/Quasi-Public Use.
- b) The design and improvement of the proposed subdivision is consistent with applicable general or specific plans. The City will prepare the necessary Zone Change and General Plan Amendment to ensure that the new high

school is adequately zoned PF (Public Facilities) and has an adequate Land Use Designation of Public/Quasi-Public Use.

- c) The site is physically suitable for the proposed density and proposed type of development as outlined in the Environmental Impact Report (SCH No. 2009071112) prepared in October 2013 for the overall new high school development. The design of the proposed high school is consistent with Maywood Academy High School.
- d) The design of the subdivision or the proposed improvements will not cause environmental damage or injure fish or wildlife or their habitat as this site was fully built out within an urban environment. There are no natural features on or within proximity of the subject site.
- e) The design of the subdivision or type of improvements will not cause serious health problems as outlined in the Environmental Impact Report (SCH No. 2009071112) prepared in October 2013 for the overall new high school development.
- f) The design of the subdivision or the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of property within the proposed subdivision as outlined in the Environmental Impact Report (SCH No. 2009071112) prepared in October 2013 for the overall new high school development.

WHEREAS: On September 10, 2014, the City Council held a Public Hearing at the Maywood City Hall Council Chambers located at 4319 East Slauson Avenue, Maywood, California 90270 for the purpose of considering the approval of Tentative Parcel Map No. 72846; and

WHEREAS: On the date of said Public Hearing, the Tentative Parcel Map No. 72846 came on regularly to be heard; all persons appearing on the proposed vacation were heard; and said hearing was closed on September 10, 2014; and

NOW, THEREFORE, THE CITY COUNCIL FOR THE CITY OF MAYWOOD DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. That the recitals set forth above are true and correct and incorporated herein by this reference.

SECTION 2. Pursuant to the provisions of the California Environmental Quality Act (CEQA), as amended and approved by the Planning Commission, the City Council has analyzed the proposal and the recommendation of the Planning Commission and has determined that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) as follows:

Categorical Exemption (TPM No. 72846): Section 15315, Minor Land Divisions.

SECTION 3. Based on the aforementioned findings and prior determinations of the Planning Commission and evidence duly presented, the City Council hereby approves Tentative Parcel Map No. 72846, which is attached hereto and incorporated herein by this reference as Attachment "A," subject to those conditions previously set forth.

SECTION 4. The City Clerk will certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED, this 10th day of September, 2014.

Oscar Magana, Mayor

ATTEST:

APPROVED AS TO FORM:

Sergio Calderon, City Clerk

Richard L. Adams II, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES)
CITY OF MAYWOOD)

I, Sergio Calderon, City Clerk of the City of Maywood, do hereby certify the foregoing Resolution No. _____ was duly passed and adopted by the City Council of the City of Maywood, at a regular meeting on the City Council held on the 10th day of September, 2014, by the following vote, to wit:

AYES:

NAYES:

ABSENT:

ABSTAIN:

City Clerk

ATTACHMENT "A"
Tentative Parcel Map No. 72846



Security Name: S:\1005111\04034 Shared\Perce Map\Mapping\Map Sets\Initiative Map\Initiative Perce Map.dwg
Last Updated: Jul 08, 2014 - 2:10pm by: Calbert

ATTACHMENT 2

Resolution Ordering the Vacation of a Segment of 58th Street

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAYWOOD ORDERING THE VACATION OF THAT PORTION OF 58TH STREET BETWEEN KING AVENUE AND MAYFLOWER AVENUE

WHEREAS: An application was filed by the Los Angeles Unified School District (LAUSD), with respect to real property located along the 4600 block of Slauson Avenue, between King Avenue to the west and Mayflower Avenue to the east; Slauson Avenue to the south and 57th Street to the north.

WHEREAS: The site described above includes the segment of 58th Street, between King Avenue and Mayflower Avenue which proposed to be vacated by the City as further described in Attachment "A" which is attached hereto and incorporated by this reference; and

WHEREAS: The portion of 58th Street between King Avenue and Mayflower Avenue, as further described in Attachment "A," being vacated has been found by the City Engineer not to be useful as a motorized transportation mode, and as such, the vacation serves the public interest and is a public benefit since the vacated street is unnecessary for present or future public use; and

WHEREAS: The vacation of that portion of 58th Street between King Avenue and Mayflower Avenue, as further described in Attachment "A," is necessary to avoid potential hazards in pedestrian and traffic circulation that the existing street would create if not vacated; will promote pedestrian and traffic safety; will not have a detrimental impact on the City's circulation system; and is consistent with Maywood's General Plan.

WHEREAS: The Maywood Planning Commission held a public hearing on July 15, 2014, at 7:00 p.m. at the Maywood City Hall Council Chambers, located at 4319 E. Slauson Avenue, Maywood, California and that a notice of time, place and purpose of the aforesaid meeting was duly given. Evidence, both written and oral, was duly presented to and considered by the Planning Commission at the aforesaid meeting; and

WHEREAS: The Maywood Planning Commission, at the public hearing held on July 15, 2014, determined that the vacation of that portion of 58th Street between King Avenue and Mayflower Avenue, as further described in Attachment "A," is consistent with the City's General Plan; and

WHEREAS: On August 13, 2014, the City Council set a Public Hearing for September 10, 2014 at 7:00 p.m. in the Maywood City Hall Council Chambers located at 4319 East Slauson Avenue, Maywood, California 90270 for the purpose of considering whether the street vacation of that portion of 58th Street between King Avenue and Mayflower Avenue conforms with the City's General Plan and ordering the vacation of that portion of 58th Street between King Avenue and Mayflower Avenue on September 10, 2014 at 7:00 p.m.; and

WHEREAS: At the September 10, 2014 Public Hearing, the proposed vacation came on regularly to be heard; all persons appearing on the proposed vacation were heard; and said hearing was closed on September 10, 2014; and

WHEREAS: The Maywood City Council finds and determines from all the evidence submitted that the hereinafter described right-of-way is unnecessary for present or prospective street purposes.

NOW, THEREFORE, THE CITY COUNCIL FOR THE CITY OF MAYWOOD DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. That the recitals set forth above are true and correct and incorporated herein by this reference.

SECTION 2. Pursuant to the provisions of the California Environmental Quality Act (CEQA), as amended and approved by the Planning Commission, the City Council has analyzed the proposal and the recommendation of the Planning Commission and has determined that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) as follows:

Categorical Exemption (General Plan Conformance): Section 15312, Surplus Government Property Sales.

SECTION 3. That the portion of 58th Street between King Avenue and Mayflower Avenue, as described in Attachment "A," is unnecessary for present or prospective street purposes and is in the public interest and benefit based upon the above stated facts.

SECTION 4. That, based on the above stated facts, conclusions and findings, the City Council hereby orders the vacation of that portion of 58th Street between King Avenue and Mayflower Avenue, as described in Attachment "A."

SECTION 5. The City Clerk will certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED, this 10th day of September, 2014.

Oscar Magana, Mayor

ATTEST:

APPROVED AS TO FORM:

Sergio Calderon, City Clerk

Richard L. Adams II, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES)
CITY OF MAYWOOD)

I, Sergio Calderon, City Clerk of the City of Maywood, do hereby certify the foregoing Resolution No. _____ was duly passed and adopted by the City Council of the City of Maywood, at a regular meeting on the City Council held on the 10th day of September, 2014, by the following vote, to wit:

AYES:

NAYES:

ABSENT:

ABSTAIN:

City Clerk

ATTACHMENT A

Description of Proposed Vacation of that Portion of King Avenue and Mayflower Avenue



South Region High School Location Map

ATTACHMENT 3

Planning Commission Resolution July 15, 2014

**CITY OF MAYWOOD
PLANNING COMMISSION**

RESOLUTION NO. PC-581

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MAYWOOD, CALIFORNIA, RECOMMENDING CITY COUNCIL APPROVAL OF TENTATIVE PARCEL MAP NO. 72846 AND FINDING THAT THE VACATION OF A SEGMENT OF 58TH STREET (BETWEEN KING AVENUE AND MAYFLOWER AVENUE) CONFORMS TO THE CITY'S GENERAL PLAN

THE PLANNING COMMISSION OF THE CITY OF MAYWOOD, CALIFORNIA HEREBY FINDS, DETERMINES AND RESOLVES AS FOLLOWS:

Section 1. An application was filed by the Los Angeles Unified School District (LAUSD), with respect to real property located along the 4600 block of Slauson Avenue, between King Avenue to the west and Mayflower Avenue to the east; Slauson Avenue to the south and 57th Street to the north and described in Exhibit "A" attached hereto. The site includes the segment of 58th Street, between King Avenue and Mayflower Avenue, proposed to be vacated by the City.

Section 2. LAUSD's application proposes to merge 47 existing parcels into one parcel (approximately 9.10 acres) and to have the City vacate the segment of 58th Street between King Avenue and Mayflower Avenue, along with necessary street dedications, for the construction of the new South Region High School No. 8.

Section 3. The subject site is zoned CM (Commercial Manufacturing) and R-3 (Residential) with a General Plan designation of Mixed Use and Residential. Surrounding land uses to the north are residential, to the east and west are residential and commercial, and to the south is commercial.

Section 4. A Public Hearing was held on July 15, 2014, at 7:00 p.m. at the Maywood City Hall Council Chambers, located at 4319 E. Slauson Avenue, Maywood, California. A notice of time, place and purpose of the aforesaid meeting was duly given. Evidence, both written and oral, was duly presented to and considered by the Planning Commission at the aforesaid meeting.

Section 5. Pursuant to Section 66474 of the Government Code, a city shall deny approval of a tentative map based on certain findings. The Planning Commission finds that the proposed tentative parcel map can be recommended for approval based on the following determinations:

- a) The proposed map is consistent with applicable general plan and specific plans as specified in Section 65451 of the California Government Code. The City will prepare the necessary Zone Change and General Plan Amendment to ensure that the new high school is adequately zoned PF

(Public Facilities) and has an adequate Land Use Designation of Public/Quasi-Public Use.

- b) The design and improvement of the proposed subdivision is consistent with applicable general or specific plans. The City will prepare the necessary Zone Change and General Plan Amendment to ensure that the new high school is adequately zoned PF (Public Facilities) and has an adequate Land Use Designation of Public/Quasi-Public Use.
- c) The site is physically suitable for the proposed density and proposed type of development as outlined in the Environmental Impact Report (SCH No. 2009071112) prepared in October 2013 for the overall new high school development. The design of the proposed high school is consistent with Maywood Academy High School.
- d) The design of the subdivision or the proposed improvements will not cause environmental damage or injure fish or wildlife or their habitat as this site was fully built out within an urban environment. There are no natural features on or within proximity of the subject site.
- e) The design of the subdivision or type of improvements will not cause serious health problems as outlined in the Environmental Impact Report (SCH No. 2009071112) prepared in October 2013 for the overall new high school development.
- f) The design of the subdivision or the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of property within the proposed subdivision as outlined in the Environmental Impact Report (SCH No. 2009071112) prepared in October 2013 for the overall new high school development.

Section 6. California Government Code 65402 and California Streets and Highways Code 8313 requires the Planning Commission review the proposed location, purpose, and extent of the proposed vacation to determine whether the vacation is in conformity with the City's General Plan.

Section 7. The California Streets and Highways Code, Chapter 4, Section 8334 (a), allows a local agency to summarily vacate an excess right-of-way of a street of highway not required for street or highway purposes. The proposed right-of-way vacation (segment of 58th Street between King Avenue and Mayflower Avenue) has been reviewed by the City Engineer and based on the proposed new high school location, it is no longer required for public street and highway purposes.

Section 8. The portion of the street being vacated has been found by the City Engineer not to be useful as a motorized transportation mode, and as such, the vacation serves the public interest and is a public benefit since the vacated street is unnecessary for present or future public use.

Section 9. The subject right-of-way to be vacated is shown in Exhibit "B" to the Agenda Report.

Section 10. Based on the aforementioned findings, the Planning Commission hereby recommends approval of Tentative Parcel Map No. 72846 to the City Council, subject to those conditions to be set forth prior to approval by the City Council.

Section 11. Based on the aforementioned findings, the Planning Commission hereby finds the proposed vacation of excess right-of-way in conformance with the City of Maywood's General Plan and the California Streets and Highways Code. Furthermore, the Planning Commission finds the street vacation serves the public interest and is a public benefit.

Section 12. Pursuant to the provisions of the California Environmental Quality Act (CEQA), as amended, the Planning Commission has analyzed the proposal and has determined that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) as follows:

Categorical Exemption (TPM No. 72846): Section 15315, Minor Land Divisions.

Categorical Exemption (General Plan Conformance): Section 15312, Surplus Government Property Sales.

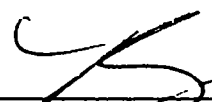
Section 13. The Planning Commission Secretary will certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED, this 15th day of July, 2014.



Planning Commission Chairperson

ATTEST:



Planning Commission Secretary
Rocio Lopez

ATTACHMENT 4
LAUSD Site Inventory Map

South Region HS #8

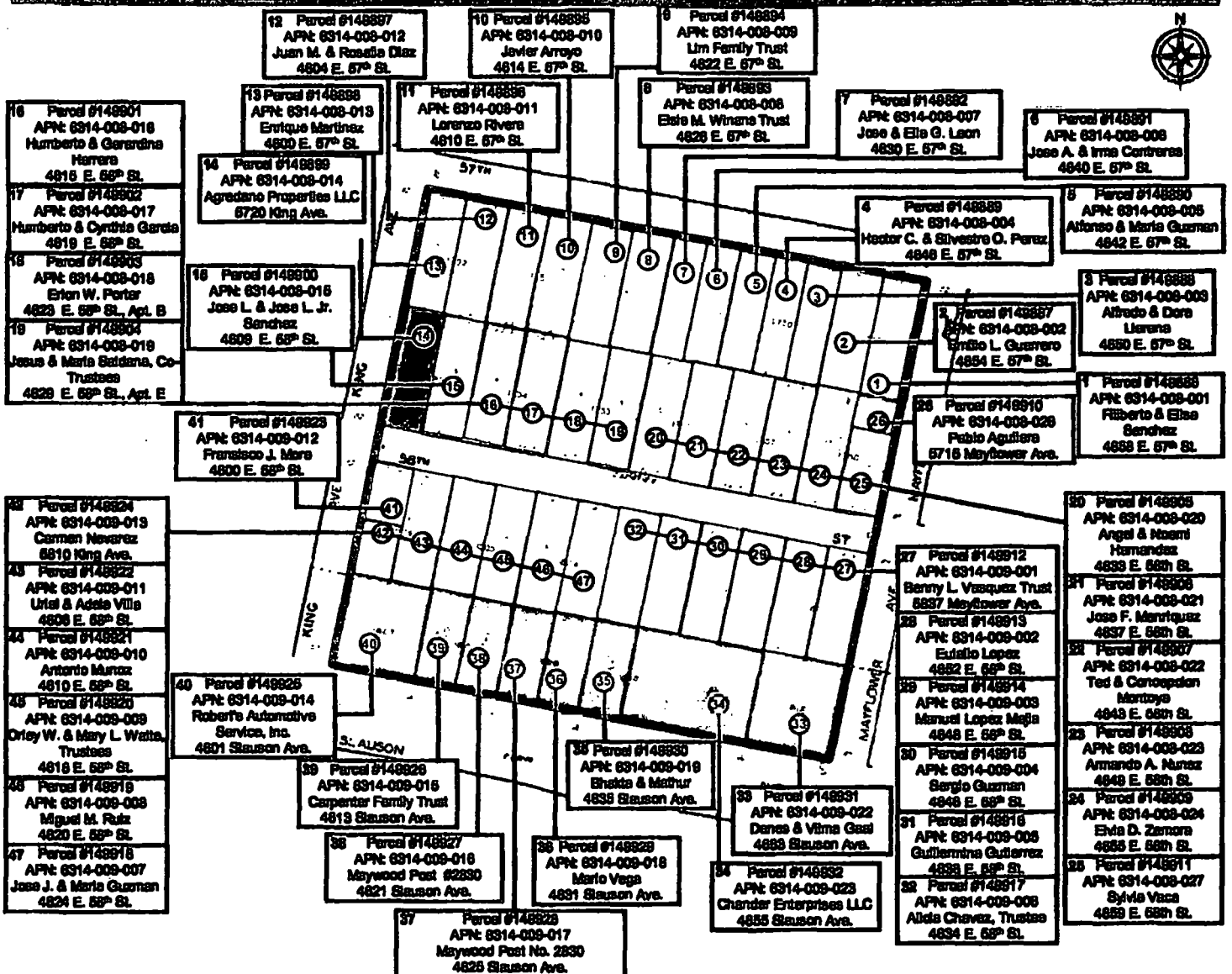
Preferred Site # 18

Project #56.40058

Number of Classrooms: 45

Number of Seats: 1,215

Local District: 6



Property Description

Number of Single-Family Residential (SFR):
 Number of Multi-Family Residential (MFR):
 Number of Commercial (OFF/RET/IND/BB):
 Number of Parking Lots (PL) / Vacant (VAC):

Parcels

10
 28
 8
 1

Units

10
 95
 8
 0

Total Number to be Acquired:

47

113

Site Size Description

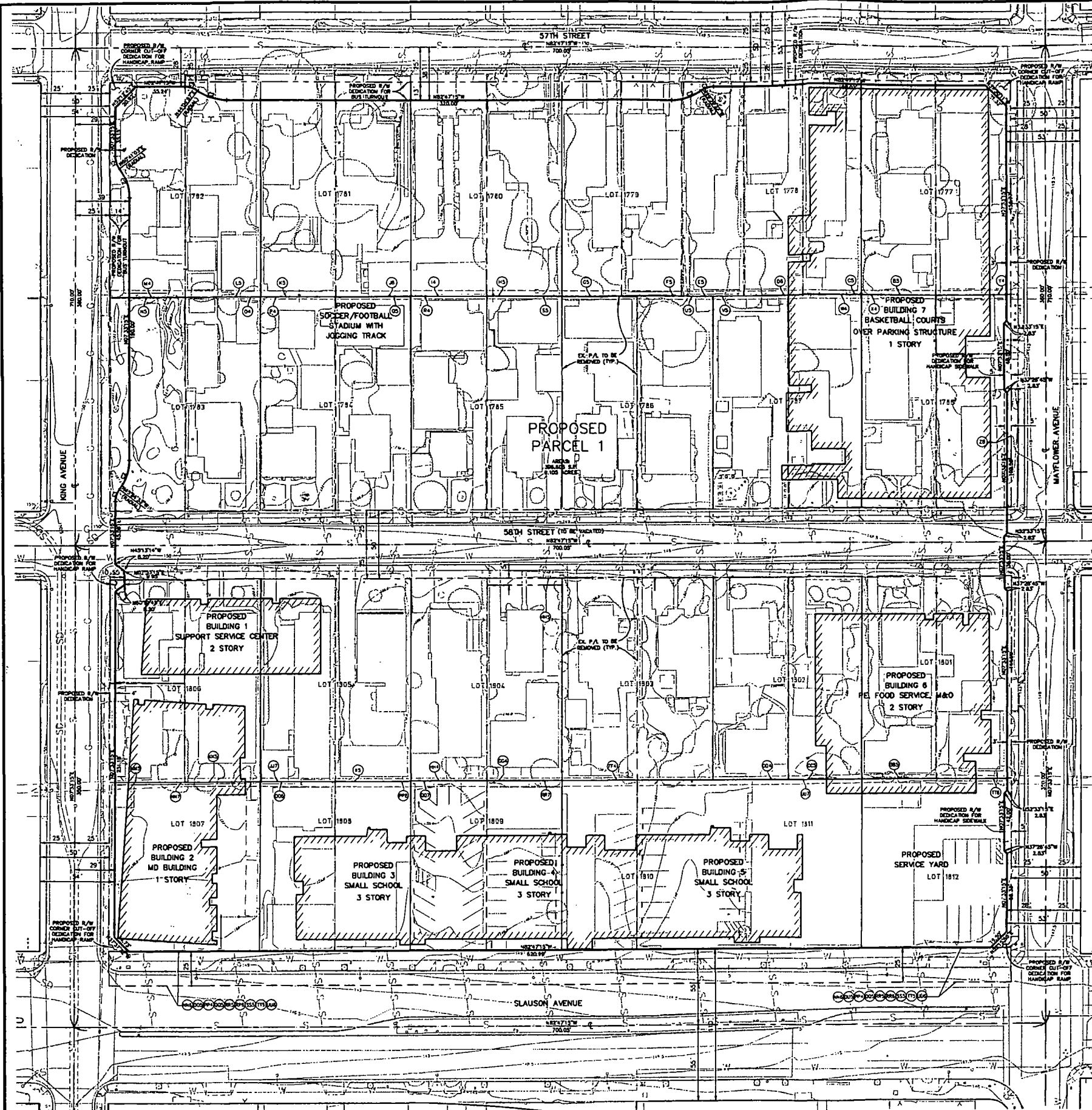
Total Acres from Parcels:
 (Less Assumed Street Deductions and Drop-Off):
 Total Net Usable Acres:

8.65
 (.28)
 8.37

NOTE: Preliminary site information is subject to verification

2/2/2014 6:08 PM

ATTACHMENT 5
Tentative Parcel Map No. 72846



LEGAL DESCRIPTION
LOTS 1777 THROUGH 1786, INCLUSIVE, AND LOTS 1801 THROUGH 1812, INCLUSIVE, ALL OF TRACT NO. 4188 IN THE CITY OF MAYWOOD, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, RECORDED IN BOOK 44, PAGE 84 OF MAPS IN THE OFFICE OF THE RECORDER FOR SAID COUNTY TOGETHER WITH THAT PORTION OF 56TH STREET LYING BETWEEN A LINE PARALLEL WITH AND 30.00 FEET WESTERLY OF THE CENTERLINE OF MAYFLOWER AVENUE AND A LINE PARALLEL WITH AND 28.00 FEET EASTERLY OF THE CENTERLINE OF 56TH AVENUE.
APNs: 8314-008-001 THRU -015 AND 8314-008-005 THRU -013.

OWNER/SUBDIVIDER
LOS ANGELES UNIFIED SCHOOL DISTRICT
333 SOUTH BEAUFORT AVENUE, 23RD FLOOR
LOS ANGELES, CA 90017
(213) 241-8481
(213) 241-2043 (FAX)
R014000000@AUSD.NET

SURVEYOR
HALL AND FOREMAN, INC.
25127 SPRINGFIELD COURT, SUITE 350
SANTA CLARITA, CA 91351-1088
ATTN: CHRIS JONES, PLS.
(818) 284-7400
(818) 284-7403 (FAX)
R014000000@AUSD.NET

ZONING / USE
GENERAL PLANE RESIDENTIAL AND MIXED USE
EXISTING ZONING: R-2 CH
PROPOSED ZONING: PF (PUBLIC FACILITIES)
CURRENT USE: RESIDENTIAL AND COMMERCIAL
PROPOSED USE: PUBLIC SCHOOL

PUBLIC UTILITIES
PUBLIC WATER, SEWER, ELECTRIC, GAS
AND TELEPHONE ARE AVAILABLE TO
SERVE THE SITE.

SURVEYOR'S FINAL MONUMENTATION NOTE
ALL SURVEY MONUMENTS REQUIRED TO BE SET WILL BE SET PRIOR TO
RECORDATION OF THE FINAL PARCEL MAP.

EXISTING EASEMENTS OF RECORD
THE FOLLOWING ARE EXISTING SOUTHERN CALIFORNIA Edison EASEMENTS
OF UNDEVELOPED LAND, DESCRIBED AS "ALONG THE REAR PROPERTY
LINE" OF THE ORIGINAL LOTS OF THE TRACT. THEY ARE LABELED WITH
THE FOLLOWING ALPHABETIC DESIGNATIONS HEREIN:

(A) BOOK 5308, PAGE 84, O.R.	(M) BOOK 7015, PAGE 373, O.R.
(B) BOOK 3380, PAGE 177, O.R.	(N) BOOK 8107, PAGE 233, O.R.
(C) BOOK 3442, PAGE 2, O.R.	(O) BOOK 6488, PAGE 104, O.R.
(D) BOOK 3101, PAGE 316, O.R.	(P) BOOK 8253, PAGE 48, O.R.
(E) BOOK 3088, PAGE 222, O.R.	(Q) BOOK 10833, PAGE 76, O.R.
(F) BOOK 3091, PAGE 322, O.R.	(R) BOOK 7433, PAGE 232, O.R.
(G) BOOK 4805, PAGE 91, O.R.	(S) BOOK 8084, PAGE 68, O.R.
(H) BOOK 1371, PAGE 2, O.R.	(T) BOOK 7880, PAGE 247, O.R.
(I) BOOK 1296, PAGE 230, O.R.	(U) BOOK 7756, PAGE 47, O.R.
(J) BOOK 1296, PAGE 236, O.R.	(V) BOOK 4873, PAGE 84, O.R.
(K) BOOK 8677, PAGE 145, O.R.	(W) BOOK 7468, PAGE 136, O.R.
(L) BOOK 3058, PAGE 312, O.R.	(X) BOOK 8888, PAGE 380, O.R.
(M) BOOK 7001, PAGE 1, O.R.	(Y) BOOK 6143, PAGE 357, O.R.
(N) BOOK 6878, PAGE 325, O.R.	(Z) BOOK 4758, PAGE 97, O.R.
(O) BOOK 5580, PAGE 254, O.R.	(AA) BOOK 8744, PAGE 388, O.R.
(P) BOOK 4350, PAGE 348, O.R.	(AB) BOOK 11354, PAGE 273, O.R.
(Q) BOOK 4708, PAGE 364, O.R.	(AC) BOOK 7840, PAGE 383, O.R.
(R) BOOK 8844, PAGE 201, O.R.	(AD) BOOK 8784, PAGE 278, O.R.
(S) BOOK 4003, PAGE 383, O.R.	(AE) BOOK 11945, PAGE 174, O.R.
(T) BOOK 8283, PAGE 3, O.R.	(AF) BOOK 6774, PAGE 338, O.R.

(A) AN EASEMENT FOR PUBLIC UTILITY PURPOSES PER 8617, H.C.
18-188888, O.R.
(B) AN OFFER OF DEDICATION FOR PUBLIC STREET, ROAD OR HIGHWAY AND
INCIDENTAL PURPOSES PER INSTRUMENT NO. 83-154001, O.R.
(C) AN EASEMENT FOR PUBLIC STREET AND INCIDENTAL PURPOSES PER
BOOK 5171, PAGE 204, O.R.
(D) AN EASEMENT FOR PUBLIC STREET AND INCIDENTAL PURPOSES PER
BOOK 5188, PAGE 137, O.R.
(E) AN EASEMENT FOR PUBLIC STREET AND INCIDENTAL PURPOSES PER
BOOK 5285, PAGE 248, O.R.
(F) AN EASEMENT FOR PUBLIC STREET AND INCIDENTAL PURPOSES PER
BOOK 4300, PAGE 384, O.R.

THE FOLLOWING LIST OF EXISTING EASEMENTS IS FOR A SERIES OF TITLE
COMMITMENTS PREPARED BY FIRST AMERICAN TITLE INSURANCE COMPANY,
BOOKER AND WEST-MORRISON-LAS THROUGH RECORDED-LAS, MCH-380388-LAS
THROUGH MCH-380397-LAS, MCH-380398-LAS THROUGH MCH-380401-LAS
AND MCH-380402-LAS, DATED MARCH 13-27, 2008, MARCH 28-30, 2008,
AND JUNE 11, 18, & 23, 2008. SURVEYOR IS AWARE OF NO OTHER EXISTING
EASEMENTS ON THE PROPERTY.

LEGEND

- EXISTING GAS LINE	EXISTING GROSS: 378,750 SF / 8.648 AC.
- EXISTING SEWER LINE	PROPOSED GROSS: 380,608 SF / 8.705 AC.
- EXISTING STORM DRAIN LINE	PROPOSED NET DEDICATION: 12,508 SF / 0.287 AC.
- EXISTING WATER LINE	PROPOSED NET VACATION: 33,364 SF / 0.763 AC.

CURVE TABLE

CURVE #	DELTA	PIVOT	LENGTH
C1	34.3212°	13.50'	8.43'
C2	34.3212°	13.50'	22.33'

BENCH MARK
LOS ANGELES COUNTY SURVEYOR'S BENCH MARK NUMBER T-11844, BEING
A LEAD AND DEPARTMENT OF PUBLIC WORKS TAG AT THE MIDDLE OF THE
CURVE OF THE CURB RETURN AT THE NORTHEAST CORNER OF SLAUSON
AVENUE AND 10TH AVENUE.
ELEVATION: 148.448 (2005 ADJUSTMENT)



DIAL BEFORE YOU DIG
TWO WORKING DAYS BEFORE YOU DIG
TOLL FREE 1-800-227-2600
A PUBLIC SERVICE BY UNDERGROUND SERVICE ALERT

Hall & Foreman, Inc.
Engineering • Planning • Surveying
25127 SPRINGFIELD COURT, SUITE 350 • SANTA CLARITA, CA 91351 • 818-284-7400
PREPARED UNDER THE SUPERVISION OF:
07/08/2014 DATE
CJ

CITY OF MAYWOOD
LOS ANGELES UNIFIED SCHOOL DISTRICT

DESIGNED BY: RW
CHECKED BY: N/A
DATE: 07/02/14
SHEET NO.: 01 OF 01

ATTACHMENT 6
Application Filed by LAUSD



CITY OF MAYWOOD
Building and Planning Department
4319 E. Slauson Avenue
Maywood, CA 90270

Date: 7-9-14
No: 72846

RECEIVED

JUL 10 2014

CITY OF MAYWOOD

SUBDIVISION APPLICATION

1. Street Address: 5800 KING AVE.
Between: SLAUSON AVE. and 57TH ST.
2. This parcel/tract map has been filed to:
 - a. Divide parcel(s) into parcels
 - b. Condominium (conversion) approval for units
 - c. Others: COMBINE PARCELS FOR NEW PUBLIC HIGH SCHOOL

3. Applicant:

LOS ANGELES UNIFIED
SCHOOL DISTRICT
Name
333 S. BEAUDRY AVE.
Address
LOS ANGELES 90017
City, Zip Code
213-241-6471
Phone/Fax

4. Engineer of Licensed Surveyor

CHRISTOPHER JONES
Name
LICENSED LAND SURVEYOR
Title
HALL & FOREMAN, INC.
Company
25152 SPRINGFIELD CT, SUITE 350
Address
SANTA CLARITA 91355
City, Zip Code
661-284-7400, 661-284-7401
Phone/Fax

5. Names and Address of record property owners(s): (attach additional sheet if more space needed).

VACANT
Name

Address

City, Zip Code

Phone/Fax

Name

Address

City, Zip Code

Phone/Fax

6. Assessor's Parcel No. of Parcel(s) being subdivided:

Book Page Parcel(s) NA

7. Parcel(s) are/is zoned: R-3-CM

Date: 7-9-14
No: 72846

8. Describe the present use of the site and list all structures found on the property. (Single-family detached house, condominium, industry, etc.)

VACANT

9. Give a detailed description of the land and land uses in all directions surrounding the project site.)

RESIDENTIAL, COMMERCIAL

10. Give detailed description of proposed use. List all structures proposed.

NEW PUBLIC HIGH SCHOOL

Under the provisions of Title 9 of the Maywood Municipal Code, application for consideration of a Subdivision for the above described property.

Date: 7-9-14
No: 72846

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF MAYWOOD

SS.

All owners in the presence of a notary must sign this section.

I/We Acron C Bridgewater

The undersigned, depose and say that I/We am/are the owner(s) of the property involved in this application and that I/we have familiarized myself/ourselves with the rules and regulations for the City of Maywood with respect to preparing and filing this application and that the foregoing statements herein contained and the information on all documents and all plans attached hereto are in all respects true and correct to the best of my/our knowledge.

10 Jul 14
Date

Acron C Bridgewater
Owner Deputy Director,
Facilities, Planning & Development
Owner



Owner Lillian Hernandez
Notary Public

The above application, together with all drawings, and plot-plan, conforming to all rules and regulations of the City of Maywood governing the filing of such applications, received in the office of the Maywood City Clerk on _____, 20 ____.

City Clerk (Deputy City Clerk)

ATTACHMENT 7
Public Hearing Notice

**PUBLIC NOTICE
CITY OF MAYWOOD
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN THAT a public hearing will be held by the City Council of the City of Maywood to consider the following:

Tentative Parcel Map No. 72846

The City Council will consider approving Tentative Parcel Map No. 72846 and make a finding of determination that the proposed street vacation of a portion of 58th St. conforms with the City's General Plan pursuant to California Streets and Highways Code Section 8313 (A) and (B) and Government code 65402 (A).

The subject site is located along the 4800 block of Slauson Avenue between King Avenue to the west, Mayflower Avenue to the east, Slauson Avenue to the south and 57th Street to the north. The site is located in the CM (Commercial Manufacturing) and R-3 (Residential) zones with a General Plan designation of mixed use and residential.

Tentative Parcel Map No. 72846 (TPM No. 72846) was presented to the Maywood Planning Commission at a public hearing on July 15, 2014. The Planning Commission, after taking public testimony, adopted Resolution No. PC-581 making the findings contained therein and recommended that the City Council approve Tentative Parcel Map No. 72846 and make a finding that the vacation of a segment of 58th Street conforms to the City's General Plan.

The Maywood City Council, at a regularly scheduled meeting on August 13, 2014, set a public hearing for September 10, 2014, to consider the recommendation of the Planning Commission on Tentative Parcel Map No. 72846.

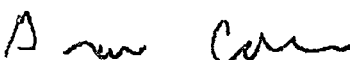
Project Number:	Tentative Parcel No. 72846
Project Location:	58 th Street between King Avenue and Mayflower Avenue
Applicant/Owner:	City of Maywood
Environmental:	In October 2013, the Los Angeles Unified School District prepared an Environmental Impact Report (SCH No. 2009071112) for the overall project. City staff believes that there is insufficient evidence to find that the proposed project is likely to cause substantial environmental damage, injury to fish or wildlife, or cause serious public health problems. Moreover, the proposed improvements do not conflict with any existing public access easements through or use of property within the proposed subdivision. Pursuant to the provisions of the California Environmental Quality Act (CEQA), as amended, the City as the Lead Agency, has analyzed the proposal and has concluded that it is appropriate to grant a Categorical Exemption under CEQA Guidelines, Article 19, Section 15316, Minor Land Divisions. A Notice of Exemption will be prepared if this project is approved.
Hearing and Date Time:	September 10, 2014, 7:00 p.m. (or as soon thereafter as possible)
Hearing Location:	4319 E. Slauson Ave., Maywood, California 90270

All persons either favoring or opposing this proposal are invited to present their views on the above referenced project to the City Council at this hearing.

Those desiring to be heard in favor of or in opposition to this item will be given an opportunity to do so during such hearing to be conducted at the above address or by writing to the City Council at the above address, attention City Clerk. Please reference hearing title and date of hearing in any correspondence. For further information contact: Andre Dupret, Project Manager, City of Maywood, 4319 E. Slauson Ave., Maywood, CA 90270, (323) 562-6721.

STATE OF CALIFORNIA)	
COUNTY OF LOS ANGELES)	ss
CITY OF MAYWOOD)	<u>AFFIDAVIT OF POSTING</u>

I, Grace Cabrera, Acting City Clerk of the City of Maywood, do hereby certify that on August 21, 2014, and August 28, 2014, I caused the above notice to be published in Wave Newspaper and caused the above notice be posted in three (3) places in the City of Maywood, to wit: City Hall, the Maywood Public Library and the City of Maywood website.



Grace Cabrera
Acting City Clerk

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
MAYWOOD AND SUCCESSOR AGENCY TO THE MAYWOOD COMMUNITY
REDEVELOPMENT AGENCY APPROVING WARRANTS AND PAYROLL**

WHEREAS, the following listed demands have been audited by the
Accounting Supervisor, and

WHEREAS, the Accounting Supervisor has certified to the accuracy and
availability of funds for payment thereof, and

WHEREAS, the register of audited demands is hereby submitted to the
Successor Agency to the Maywood Community Redevelopment Agency for approval.

NOW, THEREFORE, BE IT RESOLVED, that the below listed prepaid
Warrants are hereby ratified.

Accounts Payable Check No. 081315 to 081378	\$ 923,373.44
Payroll Paid 8/14/14 and 8/28/14	\$ 48,616.18
TOTAL Warrants	<u>\$ 971,989.62</u>

Voided General Account Checks: 081334

PASSED, APPROVED AND ADOPTED THIS 10th day of September,
2014.

Oscar Magana, Mayor

ATTEST:

APPROVED AS TO FORM:

Sergio Calderon, City Clerk

Richard L. Adams II, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES)
CITY OF MAYWOOD)

I, Sergio Calderon, City Clerk of Maywood, do hereby certify that the foregoing Resolution No. _____ was duly passed and adopted by the City Council of the City of Maywood, at a regular meeting held on the 10th day of September, 2014, by the following vote, to wit:

AYES:

NAYES:

ABSENT:

ABSTAINED:

City Clerk

City of Maywood
Check/Voucher Register
From 8/1/2014 Through 8/31/2014

Document Number	Payee	Transaction Description	Transaction Amount
081315	Allen B. McDade	Medical Reimb August 2014	602.86
081316	Alvin Llorens	Medical Reimb August 2014	689.85
081317	Angel Villegas	Medical Reimb August 2014	812.85
081318	Brent Talmo	Medical Reimb August 2014	294.35
081319	Bruce Leflar	Medical Reimb August 2014	982.43
081320	Edward Ahrens	Medical Reimb August 2014	982.43
081321	Los Angeles County Clerk	Notice of Exemption Filing - Tentative Parcel Map #72846	75.00
081322	Leonard Locher	Medical Reimb August 2014	553.57
081323	Paul Pine	Medical Reimb August 2014	982.43
081324	Robert Leach	Medical Reimb August 2014	982.43
081325	Ronald Lindsey	Medical Reimb August 2014	962.53
081326	Salvador Perez	Medical Reimb August 2014	666.97
081327	Scott C. Anderson	Medical Reimb August 2014	982.43
081328	V & M Iron Works	Riverfront Park - Park Lighting Upgrade Project	18,051.63
081329	Tom Crunk	City Clerk Service January 2012	2,100.00
	Tom Crunk	City Clerk Service February 2012	937.50
	Tom Crunk	City Clerk Service March 2012	2,275.00
	Tom Crunk	City Clerk Service April 2012	850.00
	Tom Crunk	City Clerk Service May 2012	200.00
	Tom Crunk	City Clerk Service December 2011	1,300.00
081330	US Bank Corp. Trust Services	2008 Lease Revenue Bond Payment	148,987.50
081331	Robert Half Company International / Accountemps	WE 5/2/14 Sr Accountant/Payroll	640.00
	Robert Half Company International / Accountemps	WE 5/2/14 Finance Manager	880.00
	Robert Half Company International / Accountemps	WE 5/9/14 Sr Accountant/Payroll	640.00
	Robert Half Company International / Accountemps	WE 5/9/14 Finance Manager	880.00
	Robert Half Company International / Accountemps	WE 5/16/14 Sr Accountant/Payroll	640.00
	Robert Half Company International / Accountemps	WE 5/23/14 Sr Accountant/Payroll	640.00
	Robert Half Company International / Accountemps	WE 5/30/14 Sr Accountant/Payroll	640.00

City of Maywood
Check/Voucher Register
From 8/1/2014 Through 8/31/2014

Document Number	Payee	Transaction Description	Transaction Amount
	Robert Half Company International / Accountemps	WE 7/18/14 Customer Service Rep	636.80
	Robert Half Company International / Accountemps	WE 7/25/14 Customer Service Rep	636.80
	Robert Half Company International / Accountemps	WE 8/1/14 Customer Service Rep	636.80
	Robert Half Company International / Accountemps	WE 8/8/2014 Customer Service Rep	636.80
081332	ADASSOCIATES	Regular Services for July 2014	6,951.75
	ADASSOCIATES	CDBG Services for July 2014	3,087.75
	ADASSOCIATES	Services for Successor Agency July 2014 Membership Disaster Area E LA County (JPA) FY 2013-14	2,104.50
081333	Area E Disaster Management BRD		1,374.00
081335	AT&T	City Hall Fax Line 6/10/14-7/9/14	15.05
	AT&T	STLine CityHall MainLine 6/10/14-7/9/14	13.68
	AT&T	City Hall Elv Svc 6/10/14-7/9/14	65.46
	AT&T	Credit Card Line 6/10/14-7/9/14	16.66
	AT&T	CM Fax Line 6/10/14-7/9/14	16.66
	AT&T	Fax Line 6/10/14-7/9/14	31.52
	AT&T	Boxing Club 6/17/14-7/16/14	17.63
	AT&T	CircuitSTCityHall 6/20/14-7/19/14	178.97
	AT&T	Call Forward STLine 7/3/14-8/2/14	34.16
	AT&T	City Hall Fax Line 7/10/14-8/9/14	15.36
	AT&T	STLine CityHall MainLine 7/10/14-8/9/14	442.39
	AT&T	City Hall Elv 7/10/14-8/9/14	65.72
	AT&T	Credit Card Payment Line 7/10/14-8/9/14	16.92
	AT&T	CM Fax Line 7/10/14-8/9/14	16.92
	AT&T	Fax Line 7/10/14-8/9/14	32.03
	AT&T	MTA Line Svc 7/3/14-8/2/14	16.67
081336	AT & T	Accnt # 8008928683 Srvs for 7/19-8/18	356.69
	AT & T	Park T-1 Monthly Service for Aug 2010	356.69
	AT & T	Accnt # 80008959423 Srvs for Park	356.69
081337	Brass-Star Productions	City of Maywood IT Services July 2014	3,006.00
	Brass-Star Productions	Website Support/Maintenance 7/1/14-7/31/14	300.00
081338	CalPERS Fiscal Services Division	CalPERS Payabale for Period 6/26/14-7/12/14	2,036.24

City of Maywood
Check/Voucher Register
From 8/1/2014 Through 8/31/2014

Document Number	Payee	Transaction Description	Transaction Amount
	CalPERS Fiscal Services Division	CalPERSr Payable for Period 7/13/14-7/26/14	1,913.67
	CalPERS Fiscal Services Division	2014 Replacement Benefit Contribution	344.52
	CalPERS Fiscal Services Division	Health Premium August 2014	6,883.68
	CalPERS Fiscal Services Division	Employer Contribution Underpayment CAIPERS 2014/2015	10,557.82
	CalPERS Fiscal Services Division	CalPERSr Payable for Period 7/13/14-7/26/14	159.04
	CalPERS Fiscal Services Division	CalPERS Payable for Period 6/26/14-7/12/14	159.03
	CalPERS Fiscal Services Division	CalPERS Payable for Period 6/26/14-7/12/14	212.04
	CalPERS Fiscal Services Division	CalPERSr Payable for Period 7/13/14-7/26/14	212.05
	CalPERS Fiscal Services Division	CalPERSr Payable for Period 7/13/14-7/26/14	184.76
	CalPERS Fiscal Services Division	CalPERS Payable for Period 6/26/14-7/12/14	270.49
081339	County of L.A. Dept. of Animal Control	Animal Control July 2014	3,383.61
081340	Dapeer, Rosenblit & Litvak, LLP	Municipal Code Enforcement 7/21/14-7/31/14	139.50
081341	Dave And Frank Automotive	VIN#77831 Vehicle Maint 2007 Ford Escape	16.00
081342	Dewey Pest Control	1061232 Pest Control - City Hall July 2014	90.00
081343	Duncan Parking Technologies, Inc.	AutoCite Lease November 2013	650.00
	Duncan Parking Technologies, Inc.	AutoCite Lease July 2014	650.00
081344	George Hill Company	City Claims/Adjustor Services July 2014	284.40
081345	Graffiti Protective Coatings	Bus Shelter Maint July 2014	2,000.00
	Graffiti Protective Coatings	CityWide Graffiti Removal July 2014	9,000.00
081346	HdL Software, LLC	0019023 Permit Tracking 9/1/14-11/30/14	861.85
081347	JJ Property Maintenance Network	August 2014 Janitorial Svc City Hall 4319 E. Slauson Ave	500.00
081348	Jones & Mayer	Maywood Lit RLA: Rivas March 2014	7,180.40
	Jones & Mayer	Maywood Retainer Services April 2014	6,400.00
	Jones & Mayer	Maywood Litigation July 2014	43.00
	Jones & Mayer	Maywood Lit RLA: Ayala July 2014	1,797.29
	Jones & Mayer	Maywood Lit RLA: Castro July 2014	43.00
	Jones & Mayer	Maywood Lit RLA: Enamorado July 2014	86.00
	Jones & Mayer	Maywood Lit RLA: Neat Auto July 2014	81.46
	Jones & Mayer	Maywood Retainer Services July 2014	6,400.00
	Jones & Mayer	Maywood Successor Agency July 2014	180.00

City of Maywood
Check/Voucher Register
From 8/1/2014 Through 8/31/2014

Document Number	Payee	Transaction Description	Transaction Amount
081349	Kessel & Associates	Legal Services May - June 2014	3,897.50
081350	LEAGUE OF CALIFORNIA CITIES	Annual Membership Dues - LA County Division	1,018.50
081351	MAILFINANCE	Postage Machine Lease 7/2/14-10/1/14	620.55
081352	Mariposa Landscapes, Inc.	Various Locations July 2014 Monthly Svc	222.00
	Mariposa Landscapes, Inc.	Various Locations July 2014 Monthly Svc	5,394.00
081353	May L. Ramos	Accounting Services for July 2014	1,860.00
081354	Maywood Car Wash	Car Wash/Gas December 2012	164.49
	Maywood Car Wash	Car Wash/Gas July 2014	220.10
081355	Maywood Mutual Water No.3	7/1/14-7/31/14 5950 Riverfront Water Service - 171.08	1,554.15
	Maywood Mutual Water No.3	7/1/14-7/31/14 5950 Riverfront Water Service - 172.08	169.60
	Maywood Mutual Water No.3	7/1/14-7/31/14 Across New Park Water Service 7/1/14-7/31/14 New Park Walker & 59th (Mtr:66596790)	23.80
	Maywood Mutual Water No.3	8/22/14-8/21/15 Maint Contract-Parking Permit Dispenser	66.65
081356	PACIFIC PARKING SYSTEMS, INC.		800.00
081357	PCAM, LLC.	Transportation Services July 2014	27,924.64
081358	Preferred Benefit Insurance Administrators, Inc.	Benefit Dental/Vision August 2014	1,154.27
081359	Siemens Industry, Inc	Traffic Signal Maintenance May 2014	1,105.65
	Siemens Industry, Inc	Traffic Signal Maintenance April 2014	1,105.65
	Siemens Industry, Inc	Traffic Signal Maintenance July 2014	1,105.65
	Siemens Industry, Inc	Traffic Signal Maintenance June 2014	1,105.65
	Siemens Industry, Inc	Traffic Signal Response Call Outs June 2014	3,670.05
	Siemens Industry, Inc	Street Light Response Call Outs June 2014	601.84
	Siemens Industry, Inc	Traffic Signal Response Call Outs July 2014	865.84
081360	RLI Insuarance Co. Dept #3340	Auto Liability Insurance - MVR Fee	45.00
081361	Ruby J. Villanueva	Accounting Consultancy for July 2014	5,468.75
081362	Saboohi Currim	Consulting Services for June 2014	4,260.00
	Saboohi Currim	Consulting Services for July 2014	1,940.00
081363	Sandra Diaz	Settlement for Claim Against the City	2,609.42
081364	SHERIFF'S DEPT COUNTY OF LOS ANGELES	Public Safety Service 5/1/14-5/31/14	243,280.96
	SHERIFF'S DEPT COUNTY OF LOS ANGELES	Public Safety Service 6/1/14-6/30/14	243,280.96
	SHERIFF'S DEPT COUNTY OF LOS ANGELES	Public Safety Service 6/1/14-6/30/14	13,332.36

City of Maywood
Check/Voucher Register
From 8/1/2014 Through 8/31/2014

Document Number	Payee	Transaction Description	Transaction Amount
	SHERIFF'S DEPT COUNTY OF LOS ANGELES	Public Safety Service 5/1/14-5/31/14	13,332.36
081365	Southern California Edison	Various Locations 8/1/14-8/31/2014	10,430.70
	Southern California Edison	Various Locations 7/1/14-8/1/2014	7,631.57
	Southern California Edison	5317 Atlantic PED 6/17/14-7/17/14	116.57
	Southern California Edison	5317 Atlantic PED 7/17/14-8/15/14	113.03
081366	Sparkletts Drinking Water Corp	547049311737598 Drinking Water August 2014	43.10
081367	Staples Business Advantage	Ref: 8030615674 Office Supplies	430.04
	Staples Business Advantage	Ref: 8030877843 Office Supplies	69.74
081368	State Compensation Insurance Fund	Policy 1942777-14 8/1/14-9/1/14 Workers Comp Insurance	791.49
	State Compensation Insurance Fund	Policy 1942777-14 8/1/14-9/1/14 Workers Comp Insurance	39.05
	State Compensation Insurance Fund	Policy 1942777-14 8/1/14-9/1/14 Workers Comp Insurance	52.07
	State Compensation Insurance Fund	Policy 1942777-14 8/1/14-9/1/14 Workers Comp Insurance	64.81
081369	Sully-Miller Contracting Company	Local Street Improvement Prop 1B - FY 2013-2014	19,539.93
081370	The Gas Company	Service for 4323 E. Slauson Ave 7/10/14-8/8/14	19.91
	The Gas Company	Service for 4317 E. Slauson Ave 7/10/14-8/8/14	17.61
	The Gas Company	Service for 4319 E. Slauson Ave 7/10/14-8/8/14	17.53
	The Gas Company	Service for 4747 E. 56th St 7/11/14-8/11/14	32.43
081371	TOTALFUNDS BY HASLER	Postage July 2014	115.00
081372	Towerstream Corporation	Internet Service August 2014	500.00
	Towerstream Corporation	Internet Service September 2014	500.00
081373	V & M Iron Works	4323 E. Slauson Ave - Labor/Materials for Drinking Fountain	2,480.71
	V & M Iron Works	4319 E. Slauson Ave - Labor/Materials for Restroom Door	1,381.15
	V & M Iron Works	Monthly Maintenance for July 2014	3,720.00
	V & M Iron Works	E. 54th St - City Sewer/Street Maintenance	2,175.00
	V & M Iron Works	Street Signs Replacement Project	3,397.05
	V & M Iron Works	Street Signs Replacement Project & Street Maintenance	10,532.53
081374	Vernon, City of	Acct# 413 Slauson and Downey 6/12/14-7/15/14	58.52
	Vernon, City of	Acct# 414 Slauson and Downey 6/18/14-7/17/14	48.69
081375	Wells Lock & Key	Safety Deposit Box Repair	75.00
081376	West Coast Arborists, Inc.	28468 Tree Maint 7/1/14-7/15/14	150.00

City of Maywood
Check/Voucher Register
From 8/1/2014 Through 8/31/2014

Document Number	Payee	Transaction Description	Transaction Amount
081377	Willdan Engineering	101099 Lighting District Administration Year 2014/15	2,712.91
081378	XEROX	719890691 Base Charge July 2014	<u>528.23</u>
Report Total			<u>\$ 923,373.44</u>

Funds Used:

General Fund	\$ 614,466.86
Gas Tax	39,972.57
Bikeway Fund	18,051.63
Proposition 1B Fund	19,539.93
Proposition C Fund	28,417.47
CDBG Fund	12,087.75
COPs Grant	26,664.72
Street Lighting Fund	12,380.45
Successor Agency Fund	<u>151,792.06</u>
	<u><u>\$ 923,373.44</u></u>

**CITY OF MAYWOOD
PLANNING COMMISSION**

RESOLUTION NO. PC-581

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MAYWOOD, CALIFORNIA, RECOMMENDING CITY COUNCIL APPROVAL OF TENTATIVE PARCEL MAP NO. 72846 AND FINDING THAT THE VACATION OF A SEGMENT OF 58TH STREET (BETWEEN KING AVENUE AND MAYFLOWER AVENUE) CONFORMS TO THE CITY'S GENERAL PLAN

THE PLANNING COMMISSION OF THE CITY OF MAYWOOD, CALIFORNIA HEREBY FINDS, DETERMINES AND RESOLVES AS FOLLOWS:

Section 1. An application was filed by the Los Angeles Unified School District (LAUSD), with respect to real property located along the 4600 block of Slauson Avenue, between King Avenue to the west and Mayflower Avenue to the east; Slauson Avenue to the south and 57th Street to the north and described in Exhibit "A" attached hereto. The site includes the segment of 58th Street, between King Avenue and Mayflower Avenue, proposed to be vacated by the City.

Section 2. LAUSD's application proposes to merge 47 existing parcels into one parcel (approximately 9.10 acres) and to have the City vacate the segment of 58th Street between King Avenue and Mayflower Avenue, along with necessary street dedications, for the construction of the new South Region High School No. 8.

Section 3. The subject site is zoned CM (Commercial Manufacturing) and R-3 (Residential) with a General Plan designation of Mixed Use and Residential. Surrounding land uses to the north are residential, to the east and west are residential and commercial, and to the south is commercial.

Section 4. A Public Hearing was held on July 15, 2014, at 7:00 p.m. at the Maywood City Hall Council Chambers, located at 4319 E. Slauson Avenue, Maywood, California. A notice of time, place and purpose of the aforesaid meeting was duly given. Evidence, both written and oral, was duly presented to and considered by the Planning Commission at the aforesaid meeting.

Section 5. Pursuant to Section 66474 of the Government Code, a city shall deny approval of a tentative map based on certain findings. The Planning Commission finds that the proposed tentative parcel map can be recommended for approval based on the following determinations:

- a) The proposed map is consistent with applicable general plan and specific plans as specified in Section 65451 of the California Government Code. The City will prepare the necessary Zone Change and General Plan Amendment to ensure that the new high school is adequately zoned PF

(Public Facilities) and has an adequate Land Use Designation of Public/Quasi-Public Use.

- b) The design and improvement of the proposed subdivision is consistent with applicable general or specific plans. The City will prepare the necessary Zone Change and General Plan Amendment to ensure that the new high school is adequately zoned PF (Public Facilities) and has an adequate Land Use Designation of Public/Quasi-Public Use.
- c) The site is physically suitable for the proposed density and proposed type of development as outlined in the Environmental Impact Report (SCH No. 2009071112) prepared in October 2013 for the overall new high school development. The design of the proposed high school is consistent with Maywood Academy High School.
- d) The design of the subdivision or the proposed improvements will not cause environmental damage or injure fish or wildlife or their habitat as this site was fully built out within an urban environment. There are no natural features on or within proximity of the subject site.
- e) The design of the subdivision or type of improvements will not cause serious health problems as outlined in the Environmental Impact Report (SCH No. 2009071112) prepared in October 2013 for the overall new high school development.
- f) The design of the subdivision or the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of property within the proposed subdivision as outlined in the Environmental Impact Report (SCH No. 2009071112) prepared in October 2013 for the overall new high school development.

Section 6. California Government Code 65402 and California Streets and Highways Code 8313 requires the Planning Commission review the proposed location, purpose, and extent of the proposed vacation to determine whether the vacation is in conformity with the City's General Plan.

Section 7. The California Streets and Highways Code, Chapter 4, Section 8334 (a), allows a local agency to summarily vacate an excess right-of-way of a street of highway not required for street or highway purposes. The proposed right-of-way vacation (segment of 58th Street between King Avenue and Mayflower Avenue) has been reviewed by the City Engineer and based on the proposed new high school location, it is no longer required for public street and highway purposes.

Section 8. The portion of the street being vacated has been found by the City Engineer not to be useful as a motorized transportation mode, and as such, the vacation serves the public interest and is a public benefit since the vacated street is unnecessary for present or future public use.

Section 9. The subject right-of-way to be vacated is shown in Exhibit "B" to the Agenda Report.

Section 10. Based on the aforementioned findings, the Planning Commission hereby recommends approval of Tentative Parcel Map No. 72846 to the City Council, subject to those conditions to be set forth prior to approval by the City Council.

Section 11. Based on the aforementioned findings, the Planning Commission hereby finds the proposed vacation of excess right-of-way in conformance with the City of Maywood's General Plan and the California Streets and Highways Code. Furthermore, the Planning Commission finds the street vacation serves the public interest and is a public benefit.

Section 12. Pursuant to the provisions of the California Environmental Quality Act (CEQA), as amended, the Planning Commission has analyzed the proposal and has determined that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) as follows:

Categorical Exemption (TPM No. 72846): Section 15315, Minor Land Divisions.

Categorical Exemption (General Plan Conformance): Section 15312, Surplus Government Property Sales.

Section 13. The Planning Commission Secretary will certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED, this 15th day of July, 2014.



Planning Commission Chairperson

ATTEST:



Planning Commission Secretary
Rocio Lopez

RESOLUTION NO. 5785

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAYWOOD
APPROVING TENTATIVE PARCEL MAP NO. 72846**

WHEREAS: An application was filed by the Los Angeles Unified School District (LAUSD), with respect to real property located along the 4600 block of Slauson Avenue, between King Avenue to the west and Mayflower Avenue to the east; Slauson Avenue to the south and 57th Street to the north. The site includes the segment of 58th Street, between King Avenue and Mayflower Avenue, proposed to be vacated by the City; and

WHEREAS: LAUSD's application proposes to merge 47 existing parcels into one parcel (approximately 9.10 acres) and to have the City vacate the segment of 58th Street between King Avenue and Mayflower Avenue, along with necessary street dedications, for the construction of the new South Region High School No. 8; and

WHEREAS: The subject site is zoned CM (Commercial Manufacturing) and R-3 (Residential) with a General Plan designation of Mixed Use and Residential. Surrounding land uses to the north are residential, to the east and west are residential and commercial, and to the south is commercial; and

WHEREAS: LAUSD prepared Environmental Impact Report (SCH No. 2009071112) in October of 2013 ("EIR"). This EIR is on file at Maywood City Hall located at 4319 East Slauson Avenue, Maywood, California 90270 and is incorporated herein by this reference; and

WHEREAS: The Maywood Planning Commission held a Public Hearing on July 15, 2014, at 7:00 p.m. at the Maywood City Hall Council Chambers, located at 4319 E. Slauson Avenue, Maywood, California and that a notice of time, place and purpose of the aforesaid meeting was duly given. Evidence, both written and oral, was duly presented to and considered by the Planning Commission at the aforesaid meeting; and

WHEREAS: Pursuant to Section 66474 of the Government Code, a city shall deny approval of a tentative map based on certain findings. However, at the July 15, 2014 Public Hearing, the Planning Commission found that the proposed tentative parcel map could be recommended for approval based on the following determinations:

- a) The proposed map is consistent with applicable general plan and specific plans as specified in Section 65451 of the California Government Code. The City will prepare the necessary Zone Change and General Plan Amendment to ensure that the new high school is adequately zoned PF (Public Facilities) and has an adequate Land Use Designation of Public/Quasi-Public Use.
- b) The design and improvement of the proposed subdivision is consistent with applicable general or specific plans. The City will prepare the necessary Zone Change and General Plan Amendment to ensure that the new high

school is adequately zoned PF (Public Facilities) and has an adequate Land Use Designation of Public/Quasi-Public Use.

- c) The site is physically suitable for the proposed density and proposed type of development as outlined in the Environmental Impact Report (SCH No. 2009071112) prepared in October 2013 for the overall new high school development. The design of the proposed high school is consistent with Maywood Academy High School.
- d) The design of the subdivision or the proposed improvements will not cause environmental damage or injure fish or wildlife or their habitat as this site was fully built out within an urban environment. There are no natural features on or within proximity of the subject site.
- e) The design of the subdivision or type of improvements will not cause serious health problems as outlined in the Environmental Impact Report (SCH No. 2009071112) prepared in October 2013 for the overall new high school development.
- f) The design of the subdivision or the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of property within the proposed subdivision as outlined in the Environmental Impact Report (SCH No. 2009071112) prepared in October 2013 for the overall new high school development.

WHEREAS: On September 10, 2014, the City Council held a Public Hearing at the Maywood City Hall Council Chambers located at 4319 East Slauson Avenue, Maywood, California 90270 for the purpose of considering the approval of Tentative Parcel Map No. 72846; and

WHEREAS: On the date of said Public Hearing, the Tentative Parcel Map No. 72846 came on regularly to be heard; all persons appearing on the proposed vacation were heard; and said hearing was closed on September 10, 2014; and

NOW, THEREFORE, THE CITY COUNCIL FOR THE CITY OF MAYWOOD DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. That the recitals set forth above are true and correct and incorporated herein by this reference.

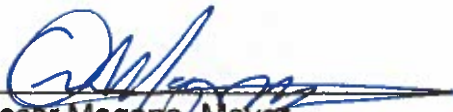
SECTION 2. Pursuant to the provisions of the California Environmental Quality Act (CEQA), as amended and approved by the Planning Commission, the City Council has analyzed the proposal and the recommendation of the Planning Commission and has determined that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) as follows:

Categorical Exemption (TPM No. 72846): Section 15315, Minor Land Divisions.

SECTION 3. Based on the aforementioned findings and prior determinations of the Planning Commission and evidence duly presented, the City Council hereby approves Tentative Parcel Map No. 72846, which is attached hereto and incorporated herein by this reference as Attachment "A," subject to those conditions previously set forth.

SECTION 4. The City Clerk will certify to the adoption of this Resolution.

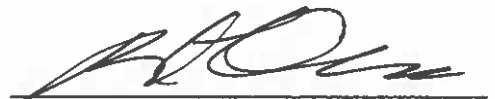
PASSED, APPROVED AND ADOPTED, this 10th day of September, 2014.


Oscar Magana, Mayor

ATTEST:

APPROVED AS TO FORM:


Sergio Calderon, City Clerk


Richard L. Adams II, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES)
CITY OF MAYWOOD)

I, Sergio Calderon, City Clerk of the City of Maywood, do hereby certify the foregoing Resolution No. 5785 was duly passed and adopted by the City Council of the City of Maywood, at a regular meeting on the City Council held on the 10th day of September, 2014, by the following vote, to wit:

AYES: Mayor Magana, Mayor Pro Tem De La Riva, Councilmembers Guardado, Martin and Villarreal

NAYES: None

ABSENT: None

ABSTAIN: None



City Clerk

RESOLUTION NO. 5786

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAYWOOD ORDERING THE VACATION OF THAT PORTION OF 58TH STREET BETWEEN KING AVENUE AND MAYFLOWER AVENUE

WHEREAS: An application was filed by the Los Angeles Unified School District (LAUSD), with respect to real property located along the 4600 block of Slauson Avenue, between King Avenue to the west and Mayflower Avenue to the east; Slauson Avenue to the south and 57th Street to the north.

WHEREAS: The site described above includes the segment of 58th Street, between King Avenue and Mayflower Avenue which proposed to be vacated by the City as further described in Attachment "A" which is attached hereto and incorporated by this reference; and

WHEREAS: The portion of 58th Street between King Avenue and Mayflower Avenue, as further described in Attachment "A," being vacated has been found by the City Engineer not to be useful as a motorized transportation mode, and as such, the vacation serves the public interest and is a public benefit since the vacated street is unnecessary for present or future public use; and

WHEREAS: The vacation of that portion of 58th Street between King Avenue and Mayflower Avenue, as further described in Attachment "A," is necessary to avoid potential hazards in pedestrian and traffic circulation that the existing street would create if not vacated; will promote pedestrian and traffic safety; will not have a detrimental impact on the City's circulation system; and is consistent with Maywood's General Plan.

WHEREAS: The Maywood Planning Commission held a public hearing on July 15, 2014, at 7:00 p.m. at the Maywood City Hall Council Chambers, located at 4319 E. Slauson Avenue, Maywood, California and that a notice of time, place and purpose of the aforesaid meeting was duly given. Evidence, both written and oral, was duly presented to and considered by the Planning Commission at the aforesaid meeting; and

WHEREAS: The Maywood Planning Commission, at the public hearing held on July 15, 2014, determined that the vacation of that portion of 58th Street between King Avenue and Mayflower Avenue, as further described in Attachment "A," is consistent with the City's General Plan; and

WHEREAS: On August 13, 2014, the City Council set a Public Hearing for September 10, 2014 at 7:00 p.m. in the Maywood City Hall Council Chambers located at 4319 East Slauson Avenue, Maywood, California 90270 for the purpose of considering whether the street vacation of that portion of 58th Street between King Avenue and Mayflower Avenue conforms with the City's General Plan and ordering the vacation of that portion of 58th Street between King Avenue and Mayflower Avenue on September 10, 2014 at 7:00 p.m.; and

WHEREAS: At the September 10, 2014 Public Hearing, the proposed vacation came on regularly to be heard; all persons appearing on the proposed vacation were heard; and said hearing was closed on September 10, 2014; and

WHEREAS: The Maywood City Council finds and determines from all the evidence submitted that the hereinafter described right-of-way is unnecessary for present or prospective street purposes.

NOW, THEREFORE, THE CITY COUNCIL FOR THE CITY OF MAYWOOD DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. That the recitals set forth above are true and correct and incorporated herein by this reference.

SECTION 2. Pursuant to the provisions of the California Environmental Quality Act (CEQA), as amended and approved by the Planning Commission, the City Council has analyzed the proposal and the recommendation of the Planning Commission and has determined that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) as follows:

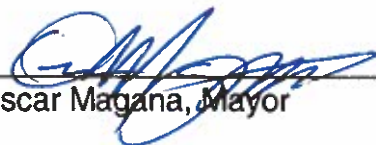
Categorical Exemption (General Plan Conformance): Section 15312, Surplus Government Property Sales.

SECTION 3. That the portion of 58th Street between King Avenue and Mayflower Avenue, as described in Attachment "A," is unnecessary for present or prospective street purposes and is in the public interest and benefit based upon the above stated facts.

SECTION 4. That, based on the above stated facts, conclusions and findings, the City Council hereby orders the vacation of that portion of 58th Street between King Avenue and Mayflower Avenue, as described in Attachment "A."

SECTION 5. The City Clerk will certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED, this 10th day of September, 2014.


Oscar Magana, Mayor

ATTEST:

APPROVED AS TO FORM:


Sergio Calderon, City Clerk


Richard L. Adams II, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES)
CITY OF MAYWOOD)

I, Sergio Calderon, City Clerk of the City of Maywood, do hereby certify the foregoing Resolution No. 5786 was duly passed and adopted by the City Council of the City of Maywood, at a regular meeting on the City Council held on the 10th day of September, 2014, by the following vote, to wit:

AYES: Mayor Magana, Mayor Pro Tem De La Riva, Councilmembers Guardado, Martin and Villarreal

NAYES: None

ABSENT: None

ABSTAIN: None


City Clerk

AGENDA REPORT
CITY OF MAYWOOD



AGENDA ITEM NO. 10.

DATE: December 17, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: JERRY GOMEZ, PUBLIC WORKS SUPERINTENDENT

SUBJECT: CONSIDERATION OF AUTHORIZING THE ADVERTISEMENT OF A REQUEST FOR PROPOSALS FOR JANITORIAL SERVICES AT CITY PARKS AND FACILITIES

RECOMMENDATION:

It is recommended that the City Council authorize the City Manager to advertise a request for proposals for Janitorial Services for city parks and facilities.

BACKGROUND:

On March 22, 2023, the City entered into an agreement with the contractor Base Hill, Inc. for Janitorial Services. The agreement consists of a three-year term with two one-year extensions with Base Hill, Inc. The three-year term of the agreement will expire on March 31, 2026. The City has decided not to proceed with the two one-year extensions with Base Hill, Inc. as the scope of work has been updated to include newly opened facilities.

DISCUSSION:

Staff recommends that the City Council authorize the issuance of a Request for Proposals (RFP) to allow staff to procure Janitorial Services.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

Current janitorial services are appropriately budgeted in the General Fund. There is no fiscal impact associated with approving the issuance of a Request for Proposals (RFP).

ATTACHMENT(S)

1. Janitorial RFP



City of Maywood
Request for Proposals
for
Janitorial Services

PROPOSALS MUST BE RECEIVED NO LATER THAN **3:00 PM, February 6, 2026**, AND SHALL BE SUBMITTED IN SEARCHABLE PDF FORMAT ON THE CITY'S PORTAL ON PLANETBIDS AT THE FOLLOWING WEBSITE:

<https://pbsystem.planetbids.com/portal/64496/portal-home>

Date of Issuance: January 5, 2026

Attention: Jerry Gomez, Public Works Superintendent

TABLE OF CONTENTS

I.	PURPOSE	1
II.	BACKGROUND	1
III.	GENERAL REQUIREMENTS	1
IV.	SCOPE OF SERVICES	1
V.	SCHEDULE	5
VI.	LIST OF INTERESTED PROPOSERS	5
VII.	QUESTIONS	6
VIII.	SUBMITTAL PROCEDURES	6
IX.	SUBMITTAL FORMAT	6
X.	AGREEMENT FOR PROFESSIONAL SERVICES	8
XI.	GENERAL ADMINISTRATIVE INFORMATION	8
XII.	SUBMITTAL DUE DATE	9
XIII.	SELECTION PROCESS	9
XIV.	AUTHORITY TO WITHDRAW	10
XV.	AWARD OF CONTRACT	10
XVI.	ATTACHMENTS	11

I. PURPOSE

The purpose of this Request for Proposals (RFP) is to select the most-qualified Consultant to provide Janitorial Services for the City of Maywood. The City wishes to obtain janitorial services for all City facilities mentioned under a Professional Services Agreement. The City will award no more than one contract on a not-to-exceed basis.

II. BACKGROUND

The City of Maywood is a General Law City, with a Council/Manager form of government.

The City of Maywood signed a professional agreement with Base Hill, Inc. in 2023. The contract with Base Hill, Inc. allowed for janitorial services to be provided for the City's two municipal buildings and five City Parks.

III. GENERAL REQUIREMENTS

- A. Respondents shall have at least ten (10) years of consecutive experience in the janitorial field.
- B. The proposed term of the contract under this RFP shall be for three years with the option to renew for two additional one-year periods at the discretion of the City.
- C. Respondent shall comply with the insurance requirements set forth in the form professional services agreement.

IV. SCOPE OF SERVICES

The City of Maywood is seeking a contractor qualified to provide janitorial services to all City facilities. The service task shall include but will not be limited to the information shown below. If the contractor believes that additional tasks are warranted, it must be clearly identified in the contractor's proposal as a "suggested task" with a "suggested price" as well. The City will maintain the authority to accept or reject the suggested tasks. The selected Respondent shall provide the following scope of services as follows:

1. City Municipal Buildings and Parks –

- a. City Hall – Approximately 12,528 sq ft. (2 floors, 4 restrooms)
- b. Sheriff Sub-Station – Approximately 6,000 sq ft. (2 floors, 4 restrooms, 2 showers)
- c. Public Work Yard – 351 sq ft. (1 floor, 1 restroom)
- d. Speaker Anthony Rendon Riverfront Park – Approximately 1,000 sq ft. (2 restroom facilities) 30 trash receptacles
- e. Maywood Park – (1 restroom facility) 16 trash receptacles
- f. Pixley Park – 4 trash receptacles
- g. Pine Avenue Park – 2 trash receptacles
- h. Benito Juarez Park – 4 trash receptacles

2. **Graffiti Reporting** – The contractor shall report graffiti to both the City's Public Works as well as the City's current graffiti removal company. The contractor will call (888) 336-3353 and leave a detailed message of the graffiti as well as report it to Public Works Superintendent.
3. **General Scope** – The contractor shall be required to resolve service concerns and to conduct monthly evaluations to assess the cleaning services at each building. A security review will be required for the contractor's employees accessing, working, or supervising in the City buildings. The contractor shall provide all supervision, labor, equipment, materials, supplies, insurance, and other resources necessary to satisfactorily perform the custodial services, without the use of sub-contractor. This includes all toiletry items, paper towels, tissue, trash liners, cleaning supplies, cleaning products, soap for dispensers, liners for the parks, doggie waste bags and any other supplies that are necessary to complete the services satisfactorily.
4. **Supplies and Equipment** - The City maintains the right to purchase any supplies if contractor does not provide them.
5. **Contractors' Non-compliance** – If the City determines that there are deficiencies in the performance of this contract, the City will inform the contractor and allow time for corrective action. Should the contractor fail to complete deficiency, the City is within its right to contract labor. If this were to occur, the City will deduct from the contractor's monthly payment the cost of said labor.
6. **Additional Work** – The City, at its discretion, reserves the right to direct the contractor to perform additional work when the need for such work arises. Any other additional work can be requested by the City, examples include waxing/polishing of floors, carpet cleaning, disinfectant fogging, etc and an estimate should be provided along with it. All additional work must first be approved by the Public Works Superintendent.
7. **Contractors' Liability** – All damages that occurred by the contractor shall be repaired at the contractor's expense.
8. **Safety** - The Contractor agrees to perform all work outlined in this Scope of Work in such a manner as to meet all accepted standards for safe practices during maintenance operations and to safely maintain and operate all equipment, machines, materials, and chemicals consequential or related to the work; and is solely responsible for complying at all times with all local, County, State Federal or other legal requirements including OSHA Safety Orders, so as to protect all persons, including the Contractor's employees, agents of the City, vendors, members of the public, and others from

foreseeable injury to themselves or damage to their property. It shall be the Contractor's responsibility to inspect and identify any practices and conditions that render any portion of the maintained facilities unsafe. The City shall be notified immediately of any unsafe condition that requires correction. The Contractor shall cooperate fully with the City in the investigation of any accidental injury or death occurring on the premises. The Contractor shall clearly post signs in all entry areas prior to any potentially hazardous situations.

9. **Hours and Schedule** – Hours of general janitorial services shall be between 4:50pm until all work is completed for the day. Janitorial services will clean City Hall, the Sheriff's station, and the Public Works Yard five (5) days a week, all work will commence at the Sheriff's and then work their way into City Hall and its Council Chambers, then the Parking Enforcement office and end at the Public Works Yard office. Janitorial staff will be mindful of City Council Meetings and ensure that they clean and inspect before any meetings commence. Janitorial staff will also ensure that they do not interfere with any City Events and assist in cleaning trash receptacles the next day. Janitorial staff will also open and close all City Parks as well as clean and restock restroom facilities, unclog toilets when needed, refill and dispose of waste at doggie disposal sites, clean and empty out trash receptacles, and report homeless encampments and bulky items to Public Works Superintendent.
 - a. The contractor shall open and close all City Parks:
 - i. **Speaker Anthony Rendon Riverfront Park and Riverfront Park Restroom's – 5000 Slauson Avenue, Maywood, CA. (2 restroom facilities)**
 - ii. **Maywood Park – 4801 E. 58th Street, Maywood, CA. (1 restroom facility)**
 - iii. **Pixley Park – 3626 E. 56th Street, Maywood, CA.**
 - iv. **Benito Juarez Park – 5515 Maywood Avenue, Maywood, CA**
 - v. **Pine Park – 5300 Pixley Park Avenue, Maywood, CA**
 - b. The contractor shall open all park gates at 7am and close them at 8pm; They will open parks seven (7) days a week, 365 days per year.
 - c. Speaker Anthony Rendon Riverfront Park contains two restroom facilities. Speaker Anthony Rendon Riverfront Park restrooms will be opened at 8am and close at 7pm. They will be opened seven (7) days a week, 365 days a year.
 - d. In the event the City installs future restroom facilities, the contractor will also be required to open and close those restrooms seven (7) days a week, 365 days a year

- e. The contractor shall refill and dispose of waste at doggie disposal sites, if the City chooses to add more doggie disposal sites the contractor will also refill and dispose of the waste:
 - i. **Speaker Anthony Rendon Riverfront Park (4):**
 - 1. At the park entrance on Alamo Avenue.
 - 2. At the park entrance on 59th Place just east of the playground area.
 - 3. At the LA River entrance inside the park.
 - 4. At the park entrance on Walker Avenue.
 - ii. **Maywood Park (3):**
 - 1. Inside the park just west of the Aquatic Center entrance.
 - 2. At the park entrance on Heliotrope Avenue.
 - 3. On the corner of Heliotrope Avenue & 58th Street.
 - iii. **Pixley Park (1)**
 - 1. Inside the park just north of park entrance on 56th Street.
- 10. **Contractors Staff** – The contractor shall provide qualified personnel to perform all work in accordance with the specifications of this RFP. At no time will the contractor allow his crew to be diminished in size that it in turn affects work performance. The contractor shall provide the names and quantity of assigned staff to the City for continuous monitoring. The contractor shall provide a background check of all personnel that will fulfill all the contract specifications. They shall also provide staff to respond to any telephone and email inquiries as well as complaints. The City will also provide designated staff to follow up on these inquiries and complaints. The day-to-day contact shall be the Public Works Superintendent.
- 11. **Non-interference** – The contractor shall respect the peace and/ quiet areas within which the services are being performed. The contractor shall perform these services with the least obstruction and inconvenience to the public as to not interfere with the facilities.
- 12. **Daily Regular Cleaning Services-** As shown in Attachment 1. The Contractor shall perform any task not specifically mentioned that is reasonably consistent with the purposes and intent of this Scope of Work.
- 13. **Weekly Regular Cleaning Services** – As shown in Attachment 1. The Contractor shall perform any task not specifically mentioned that is reasonably consistent with the purposes and intent of this Scope of Work.
- 14. **Monthly Regular Cleaning Services** – As shown in Attachment 1. The Contractor shall perform any task not specifically mentioned that is reasonably consistent with the purposes and intent of this Scope of Work.
- 15. **Yearly Regular Cleaning Services** – Vacuum sides of carpet or cloth covered surfaces, including office partitions. Spot shampoo when necessary. Thoroughly clean all window blinds, including blinds to interior

offices. The Contractor shall perform any task not specifically mentioned that is reasonably consistent with the purposes and intent of this Scope of Work.

16. **As-Needed Cleaning Services** – The City will provide the Contractor a schedule of custodial service on dates and times needed by the City, based on the upcoming event schedules.

17. **Park Restroom Cleaning Services (Daily)**- As shown in Attachment 2. The Contractor shall perform any task not specifically mentioned that is reasonably consistent with the purposes and intent of this Scope of Work.

18. **Pricing** - The Contractor shall provide line-item pricing for each of the facilities mentioned herein. Said pricing shall account for all of the required services and frequencies mentioned in the Scope of Services. In addition, the City intends to execute a three (3) year contract with two (2), one (1) year renewal options. The Contractor is responsible for building into their pricing any cost of living and wage increases anticipated during this potential five (5) year period.

V. SCHEDULE

	<u>Deadlines</u>
Release of Requests for Proposals	January 5, 2026
Submittal of Questions	January 16, 2025 by 3:00 pm
Response to Questions	January 26, 2025 by 5:00 pm
Proposal Due Date	February 6, 2025 by 3:00 pm
Proposal Review/Evaluation	Week of February 9, 2025
Optional Interview (if required)	Week of February 23, 2025
Tentative award of contract	March 2025
Tentative City Council award	March 2025
Tentative Start date	March 2025

* These dates are anticipated and may change.

VI. QUESTIONS

All inquiries regarding this request must be submitted to PlanetBids. City will post responses to questions on PlanetBids.

VII. SUBMITTAL PROCEDURES

Submittals shall comply with all conditions, requirements and specifications contained herein, with any departure rendering the proposal non-responsive and may serve as grounds for rejection of the proposal at the City's sole discretion. The submittal shall contain the name of this RFP.

Proposals shall be submitted in searchable PDF format on the City's portal on PlanetBids at the following website: <https://pbsystem.planetbids.com/portal/64496/portal-home>

Please address the Proposals to:
City of Maywood
Attention: Miguel Leon
4319 Slauson Avenue
Maywood, CA 90270

Separate files shall be submitted for Technical and Cost Proposals. Submittals received after the specified date and time will be considered late and will not be considered for further evaluation.

VIII. SUBMITTAL FORMAT

All Respondents must submit qualifications according to the specifications set forth below. Proposals should be prepared in such a way as to provide a straightforward, concise delineation of capabilities to satisfy the requirements of this RFP. Responses should emphasize the Respondent's demonstrated capability to perform work of this type. Proposals shall be valid for a minimum of 90 days following submission. Expensive bindings, colored displays, promotional materials, etc., are not necessary or desired. EMPHASIS SHOULD BE ON COMPLETENESS AND CLARITY OF CONTENT. The proposal shall not exceed 20 pages. The City reserves the right to request additional information that, in the City's opinion, is necessary to ensure that the Proposer's competence, qualified employees, business organization and financial resources are adequate for the performance of the services under this RFP.

A. WORK PROPOSAL

1. Cover Letter
 - a. Provide a cover letter including the Respondent's name, address, and telephone number of the contact person(s) who is authorized to submit the proposal on behalf of the

Respondent. The cover letter shall include a brief general statement of intent to perform the services and correspondent that all elements of the RFP have been reviewed and understood. The letter should include a brief description of the Respondent's Respondent. The letter should be signed by an individual who can bind the Respondent contractually.

- b. There shall be one person from the Respondent identified in the proposal who shall be the Respondent's designated representative and who is responsible for the services listed in "Section IV - Scope of Services" of this RFP ("Point of Contact").
- c. If applicable, Respondent shall acknowledge receipt of any addendum to the RFP.

2. Table of Contents

- a. Include a table of content identifying the contents of the proposal in a format consistent with the proposal requirements and format set forth herein.

3. Experience and Qualifications

- a. Describe the Respondent, its size and organization, the number and location of offices, and general operational structure, as well as its management and key personnel. Provide a description of the Respondent's Respondent, its size and organization, the number and location of offices and general operational structure. Include a discussion demonstrating that the Respondent has the resources (financial, equipment, labor and capacity) available to provide services under this RFP from the first day at the start of the work.
- b. Provide a summary of Respondents qualification and experience in the janitorial fiend. At a minimum, Respondent should have at least ten (10) years of consecutive experience.
- c. Provide at least three references that received similar services from your Respondent at a minimum over the last five years. Include name of organization, contact name, telephone number and email address.
- d. Demonstrate the qualifications of all personnel to be assigned to the City, including key personnel, by providing resumes and/or relative experience summaries describing their education, credentials, licensing, training and related experience and their proposed roles for this contract.
- e. Provide an organization chart of the proposed team, including a contingency plan should a member of the proposed team be unable to fulfill their responsibilities.
- f. Respondent shall hold the required license(s) to perform the

work and provide proof of required license for itself and its personnel.

4. Approach to Scope of Services
 - a. This section should set forth a comprehensive description of the approach to providing the Scope of Services and should clearly demonstrate an understanding of the City's requirements, the work to be done and the objectives to be accomplished.
 - b. Provide a description of the work plan for the services describing how each task under the Scope of Services will be accomplished. This may be used as an Exhibit for the Scope of Services to the agreement.
 - c. Provide any other information or tasks that Respondent believes necessary to complete the Scope of Services.

B. COST PROPOSAL

1. Detailed Cost Proposal
 - a. Respondent shall submit a detailed cost proposal that shall include all tasks required to perform the Scope of Services. The cost proposal shall indicate how the City will be charged for services (i.e. unit, hourly or flat rate basis as appropriate) for the term of the contract, including any extensions. Costs should include all services and materials, if any, needed to perform the Scope of Services.
 - b. As it relates to the services under this RFP, if Respondent is proposing to provide the services on an hourly basis, the cost proposal shall identify the hourly rate for the personnel needed to complete the Scope of Services.
 - c. In addition, Respondent shall also submit the rates/compensation for any "additional services" that Respondent can provide.

IX. AGREEMENT FOR PROFESSIONAL SERVICES

The City of Maywood's Agreement for Professional Services (Attachment 2) is included for review and comment. The Respondent's submission of a proposal indicates Respondent's compliance of such terms, unless the proposal indicates that compliance is not possible. Proposed revisions should be addressed in the cover letter; however, the City maintains discretion to accept or reject the Respondent's request for revisions. The City reserves the right to make any revisions to the proposed professional services agreement.

X. GENERAL ADMINISTRATIVE INFORMATION

All respondents are advised to become familiar with all conditions, instructions, and specifications of this RFP. By submitting a proposal, Respondent represents that it has

thoroughly examined and become familiar with the work required under this RFP and that the Respondent has conducted such additional investigation as it deems necessary and convenient (i.e. visiting the locations), that Respondent is capable of providing the equipment, materials and services necessary to furnish janitorial maintenance in a manner that meets the City's objectives in this RFP. Once the contract has been made, a failure to have read the conditions or conduct any investigations of the properties shall not be cause to alter the contract or for Respondent to request additional compensation.

Each Respondent understands and agrees that the City, its departments, its officers, employees, or agents are not responsible for:

- Any costs incurred by a Respondent in the preparation, delivery, or presentation of a proposal.
- Any costs incurred by a Respondent in meeting the criteria as a result of making or submitting a proposal or subsequently in entering into a formal agreement with the City; and
- Any errors, inaccuracies or misstatements related to the information or data supplied to any contractor by the City. The use of such information or data provided by the City, its officers, employees, or agents is intended to be used at the sole discretion and risk of the Respondent in the preparation of a proposal pursuant to this Request for Proposals only.

The selected Respondent shall comply with any and all Federal and State laws applicable to the services. All proposals submitted to the City of Maywood in response to this RFP shall become the property of the City and will not be returned and such proposals, after the agreement is awarded, are subject to the California Public Records Act.

The City reserves the right to accept, reject, modify, or cancel in whole or in part, this RFP. The City reserves the right to accept or reject any or all proposals, negotiate modifications to proposals that it deems acceptable, to request and consider additional information from any proposer, and to waive irregularities and technical defects in the proposal process, all in its sole discretion. The City has no obligation, express or implied, to make an award.

The City may reject proposals from Respondents who cannot satisfactorily provide the experience and qualifications required by this RFP and/or provides the scope of services required herein. The City reserves the right to seek new proposals when it determines that it is in the best interest to do so.

XI. SUBMITTAL DUE DATE

The submittal package must be received prior to the submittal date specified in "Section V - Schedule" of this RFP. Respondents mailing a proposal must allow sufficient delivery time to ensure timely receipt of the proposal by the date and time specified. Submittals arriving after the deadline will not be considered.

XII. SELECTION PROCESS

All proposals timely received shall be reviewed to verify that the proposal meets the minimum requirements and qualifications. Proposals that have not complied with

requirements, do not meet minimum content and quality standards, or take unacceptable exceptions to the professional services agreement, may be eliminated from further consideration at the discretion of the City. Proposals will be reviewed and evaluated by an evaluation committee comprised of City of Maywood personnel.

The City will be the sole and exclusive judge of quality and compliance with proposal specifications in any of the matters pertaining to this RFP. The City's final selection will not be dictated on any single factor or criteria including price. The City reserves the right to award the contract(s) in any manner it deems to be in the best interest of the City and make the selection based on its sole discretion, notwithstanding the criteria set forth herein, including negotiating with one or more of the Respondents for the same services.

City will evaluate the proposals provided in response to this RFP based on the following criteria:

1. The City will evaluate Respondents based on meeting all of the City's requirements and who offers the most advantageous combination of cost and high quality service. In addition to cost, however, the City will consider the quality of services proposed, the financial qualification of, and the work experience of the proposer in determining the best value to the City.
2. Other criteria shall include, but not be limited to:
 - a. Quality and completeness of proposal
 - b. Qualifications and experience of proposer, including experience and qualifications of key personnel and staff
 - c. Similar experience and expertise in the type of work required, with the City or with other public agencies
 - d. Demonstrated understanding of the scope of services requested as well as capacity of respondent
 - e. References
 - f. Financial stability of proposer
 - g. Cost to the City
 - h. Oral interviews, if applicable.
 - i. Any other factors determined by the City to be relevant to the performance of these services.

XIII. AUTHORITY TO WITHDRAW

The City of Maywood reserves the right to withdraw this Request for Proposals without prior notice. The City of Maywood makes no representation that any agreement will be awarded to any Respondent as a result of having responded to this request. All proposals submitted to the City of Maywood in response to this RFP shall become the property of the City and will not be returned.

XIV. AWARD OF CONTRACT

Based on the outcome of the evaluation committee's evaluation of the proposals, a recommendation will be submitted to the City Council for consideration of award. An

award of a contract occurs when the contract is approved by the Maywood City Council. Selection of a respondent with whom the City enters into contract negotiations with or a recommendation of an award by the evaluation committee or any other party, does not constitute an award of a contract. The contract shall be in accordance with the attached Agreement.

XV. ATTACHMENTS

- Attachment 1. City Hall, Sheriff Sub-Station and Public Work Yard
maintenance attachment
- Attachment 2. Park maintenance attachment
- Attachment 3. Form Professional Services Agreement

ATTACHMENT 1

City Hall, Sheriff Sub-Station and Public Works Yard
Maintenance Attachment

Attachment 1

I. City Hall, Sheriff Sub-Station and Public Works Yard		
Cleaning must commence no earlier than 4:50 starting at the Sheriff's Station. Day to day contact should be the Public Works Superintendent.		
Areas to be Cleaned	Service type	Frequency
City Hall		
Entranceway	Broom and mop floors, dust the surrounding area, wipe clean and sanitize all doors, disinfect side railing, doorknobs/frames and light switches, spot clean, sanitize the area as a whole. Empty all waste baskets and trash receptacles, including shredders and replace all liners.	5 times a week
Lobby	Broom and mop the floor. Empty all waste baskets, recycling baskets and trash receptacles, including shredders and replace all liners. Wipe clean and sanitize all doors, doorknobs/frames and light switches, spot clean, sanitize the area as a whole. Dust the surrounding areas (ex. counter, blinds), wipe down doors, vacuum, clean plexi glass, sanitize the area as a whole.	5 times a week
Cubicle Desk Area	Vacuum area and surrounding area and under the mat, mop the plastic mats. Empty all waste baskets, recycling baskets and trash receptacles including shredders and replace all liners. Spot clean partition glass, and interior glass panels. If requested clean the desk, keyboard, monitor, and phone. Sanitize the area as a whole.	5 times a week
Offices (7)	Vacuum the whole office area and under the mat, mop the plastic mat. Empty all waste baskets, recycling baskets and trash receptacles, including shredders and replace all liners. If requested clean the desk, keyboard, monitor, and phone, sanitize the area as a whole.	5 times a week
Council Chambers	Broom and mop the floor Empty all waste baskets, recycling baskets and trash receptacles, including shredders and replace all liners. Dust the surrounding areas (ex. Council members desk), clean chairs, clean plexi glass, sanitize the area as a whole.	5 times a week
Stairwells	Broom and mop the floor, clean the handlebar, clean/ dust the plaque pictures, sanitize the area as a whole.	5 times a week

Conference room	Broom and vacuum the floor, spot clean the conference table, dust the surrounding areas, sanitize the area as a whole.	5 times a week
Kitchenette (upstairs)	Wipe and clean all tables and chairs, sweep, and mop the floor. Clean the microwave inside and out. Empty all waste baskets, recycling baskets and trash receptacles including shredders and replace all liners. Clean the countertop and sink daily. Clean inside of the refrigerator weekly. Ask staff before throwing anything away if you are unsure.	5 times a week
Kitchenette (downstairs) Breakroom	Wipe and clean all tables and chairs, sweep, and mop the floor. Clean the microwave inside and out. Empty all waste baskets, recycling baskets and trash receptacles including shredders and replace all liners. Clean the countertop and sink daily. Clean inside of the refrigerator weekly. Ask staff before throwing anything away if you are unsure.	5 times a week
Restrooms (upstairs) (downstairs)	Empty and wipe out all wastepaper receptacles. Empty sanitary napkin containers and replace insert. Polish all metal and mirrors. Clean and polish all dispensers. Clean and disinfect wash basins, toilet bowls, urinals, and doorknobs. Spot clean walls around wash hand basins. Disinfect underside and tops of toilet seats. Mop restroom floors with germicidal solution. Dust all ledges. Refill soap, towel, tissue containers and seat cover dispensers.	5 times a week
Parking Enforcement office	Vacuum the whole office area and under the mat, mop the plastic mat and floor. Empty all waste baskets, recycling baskets and trash receptacles, including shredders and replace all liners. If requested clean the desk, keyboard, monitor, and phone, sanitize the area as a whole.	5 times a week
Sheriff Sub-Station		
Entranceway	Broom and mop floors, dust the surrounding area, wipe clean and sanitize all doors, disinfect railing, doorknobs/frames and light switches, spot clean, sanitize the area as a whole. Empty all waste baskets and trash receptacles, including shredders and replace all liners.	5 times a week

Cubicle desk area	Vacuum area and surrounding area and under the mat, mop the mats. Empty all waste baskets and trash receptacles, including shredders and replace all liners. Spot clean partition glass, and interior glass panels. If requested clean the desk, keyboard, monitor, and phone. Sanitize the area as a whole.	5 times a week
Gym area	Broom and vacuum, dust the surrounding area, wipe clean and sanitize all doors, disinfect side railing, doorknobs/frames and light switches, spot clean, sanitize the area as a whole. Clean the gym mirrors. Clean rubber floor mats once a week. Clean the stairways leading up to the gym.	5 times a week
Offices	Vacuum the whole office area and under the mat, mop the plastic mat. Empty all waste baskets and trash receptacles, including shredders and replace all liners. If requested clean the desk, keyboard, monitor, and phone, sanitize the area as a whole.	5 times a week
Men's locker room	Empty and wipe out all wastepaper receptacles. Empty sanitary napkin containers and replace insert. Polish all metal and mirrors. Clean and polish all dispensers. Clean and disinfect wash basins, toilet bowls, urinals, and doorknobs. Spot clean walls around wash hand basins. Disinfect underside and tops of toilet seats. Clean all shower areas. Mop restroom floors with germicidal solution. Dust all ledges. Refill soap, towel, tissue containers and seat cover dispensers.	5 times a week
Women's locker room	Empty and wipe out all wastepaper receptacles. Empty sanitary napkin containers and replace insert. Polish all metal and mirrors. Clean and polish all dispensers. Clean and disinfect wash basins, toilet bowls, urinals, and doorknobs. Spot clean walls around wash hand basins. Disinfect underside and tops of toilet seats. Clean all shower areas. Mop restroom floors with germicidal solution. Dust all ledges. Refill soap, towel, tissue containers and seat cover dispensers.	5 times a week

Break Room	Wipe clean all the tables and chairs. Sweep and mop and clean all floors. Clean the microwave inside and out. Clean the sink area and empty all waste baskets and trash receptacles as well as replace the trash liners. Clean all countertops and sink daily. Clean inside of the refrigerator once a week, please ask before anything is thrown out if you are unsure.	5 times a week
Public Works Yard		
Public Works Yard office	Broom and mop floors. Empty all waste baskets and trash receptacles, including shredders and replace all liners. Wipe clean all the tables and chairs. If requested clean the desk, keyboard, monitor, and phone. Sanitize the area as a whole.	5 times a week
Public Works Yard restroom	Empty and wipe out all wastepaper receptacles. Empty sanitary napkin containers and replace insert. Polish all metal and mirrors. Clean and polish all dispensers. Clean and disinfect wash basins, toilet bowls, urinals, and doorknobs. Spot clean walls around wash hand basins. Disinfect underside and tops of toilet seats. Mop restroom floors with germicidal solution. Dust all ledges. Refill soap, towel, tissue containers and seat cover dispensers.	5 times a week
City Hall, Sheriff Sub-Station and Public Works Yard		
Monthly Services	Report any facility damage or damaged items. Turn off all the lights, leave only designated night lights on. Keep janitorial/storage rooms clean, orderly, and safe at all times. Ensure that all doors are properly secured, and any alarms are properly set before leaving the premises. Ensure that no unauthorized personnel are allowed into the building at any time. Clean the stairways.	
Miscellaneous	Perform overhead dusting in all areas, including tops of doors, partitions, and high ledges. Brush all wall and ceiling vents.	
Miscellaneous (Everyday)	Clean all door handles/lights every day. Clean windows and window seals. Dust around the area.	

ATTACHMENT 2

Park Maintenance Attachment

Attachment 2

II. Park Maintenance		
City Parks shall have its gates open at 7am and shall close them at 8pm; They will open all five (5) parks seven (7) days a week, 365 days per year. Day to day contact shall be the Public Works Superintendent.		
Parks to be Cleaned	Service type	Frequency
Speaker Anthony Rendon Riverfront Park	Restroom - Stock towels, tissue and hand soap. Empty sanitary napkin receptacles and wipe with disinfectant. Empty trash receptacles and wipe if needed and recycling stations. Clean and polish mirrors and disinfect doorknobs/handles. Wipe towel cabinet covers. Toilets and urinals to be cleaned and sanitized inside and outside. Toilet seats to be cleaned on both sides using disinfectant and polished. Unclog toilets. Scour and sanitize all basins. Dust partitions, top of mirrors and frames. Remove splash marks from walls around basins. Mop and rinse Restroom floors with disinfectant. Disinfect restroom dividers/partitions 3 times per week. Open Speaker Anthony Rendon Riverfront Park restrooms at 8am and close at 7pm; 7 days per week/365 days per year. Daily – Empty in and around the trashcan as well replace liners in all trashcans and refill and dispose of waste at doggie disposal sites. Haul away trash to Public Works yard and any recyclable trash. All trash and recyclable trash receptacles are to be emptied including entrance containers and replace trash liner. Contractor is also to report homeless encampments to and bulky items to Public Works Superintendent. Trash receptacles are to be washed and sanitized once per month. Disposing of trash at designated area (5600 Heliotrope Avenue. Maywood CA.; City of Maywood Public Works Yard). Doggie Waste Stations (4): Park entrance on Alamo Avenue. Park entrance on 59th Place just east of the playground area. LA River entrance inside the park. Park entrance on Walker Avenue.	Daily

Maywood Park	Daily – Empty in and around the trashcan as well replace liners in all trashcans and refill and dispose of waste at doggie disposal sites. Haul away trash to the City’s Public Works yard and any recyclable trash. All trash and recyclable trash receptacles are to be emptied including entrance containers and replace trash liner. Contractor is also to report homeless encampments to and bulky items to Public Works Superintendent. Trash receptacles are to be washed and sanitized once per month. Disposing of trash at designated area (5600 Heliotrope Avenue. Maywood CA.; City of Maywood Public Works Yard). Doggie Waste Stations (3): Inside the park just west of the Aquatic Center entrance. Park entrance on Heliotrope Avenue. On the corner of Heliotrope Avenue & 58th Street.	Daily
Pixley Park	Daily – Empty in and around the trashcan as well replace liners in all trashcans and refill and dispose of waste at doggie disposal sites. Haul away trash to city yard and any recyclable trash. All trash and recyclable trash receptacles are to be emptied including entrance containers and replace trash liner. Open Pixley Park gate at 7am. Close Pixley Park gate at 8pm. Contractor is also to report homeless encampments to and bulky items to Public Works Superintendent. Trash receptacles are to be washed and sanitized once per month. Disposing of trash at designated area (5600 Heliotrope Avenue. Maywood CA.; City of Maywood Public Works Yard). Doggie Waste Stations (1): Inside the park just north of park entrance on 56th Street.	Daily
Benito Juarez	Daily – Empty in and around the trashcan as well replace liners in all trashcans. Haul away trash to city yard and any recyclable trash. All trash and recyclable trash receptacles are to be emptied including entrance containers and replace trash liner. Open Benito Juarez Park gate at 7am. Close Benito Juarez Park gate at 8pm. Contractor is also to report homeless encampments to and bulky items to Public Works Superintendent. Trash receptacles are to be washed and sanitized once per month. Disposing of trash at designated area (5600 Heliotrope Avenue. Maywood CA.; City of Maywood Public Works Yard).	Daily

Pine Park	Daily – Empty in and around the trashcan as well replace liners in all trashcans and refill and dispose of waste at doggie disposal sites. Haul away trash to city yard and any recyclable trash. All trash and recyclable trash receptacles are to be emptied including entrance containers and replace trash liner. Open Pine Park gate at 7am. Close Pine Park gate at 8pm. Contractor is also to report homeless encampments to and bulky items to Public Works Superintendent. Trash receptacles are to be washed and sanitized once per month. Disposing of trash at designated area (5600 Heliotrope Avenue. Maywood CA.; City of Maywood Public Works Yard).	Daily
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ATTACHMENT 3

Professional Service Agreement

PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement ("Agreement") is dated ("Effective Date") and is between the City of Maywood, a California municipal corporation ("City") and _____ ("Contractor"). City and Contractor are sometimes referred to herein as the "Parties", and individually as a "Party".

RECITALS

A. City desires to utilize the services of Contractor as an independent Contractor to perform _____.

B. Contractor represents that it is fully qualified to perform such services by virtue of its experience and the training, education and expertise of its principals and employees.

C. City desires to retain Contractor and Contractor desires to serve City to perform these services in accordance with the terms and conditions of this Agreement.

The Parties therefore agree as follows:

1. Contractor's Services.

A. Scope of Services. Contractor shall perform the services described in the Scope of Services (the "Services"), attached as **Exhibit A**. City may request, in writing, changes in the Scope of Services to be performed. Any changes mutually agreed upon by the Parties, and any increase or decrease in compensation, shall be incorporated by written amendments to this Agreement.

B. Party Representatives. For the purposes of this Agreement, the City Representative shall be the City Manager, or such other person designated in writing by the City Manager (the "City Representative"). For the purposes of this Agreement, the Contractor Representative shall be _____ (the "Contractor Representative"). The Contractor Representative shall directly manage Contractor's Services under this Agreement. Contractor shall not change the Contractor Representative without City's prior written consent.

C. Time for Performance. Contractor shall commence the Services on the Effective Date and shall perform all Services by the deadline established by the City Representative or, if no deadline is established, with reasonable diligence.

D. Standard of Performance. Contractor shall perform all Services under this Agreement in accordance with the standard of care generally exercised by like professionals under similar circumstances and in a manner reasonably satisfactory to City.

E. Personnel. Contractor has, or will secure at its own expense, all personnel required to perform the Services required under this Agreement. All of the Services required under this Agreement shall be performed by Contractor or under its supervision, and all personnel engaged in the work shall be qualified to perform such Services.

F. Compliance with Laws. Contractor shall comply with all applicable federal, state and local laws, ordinances, codes, regulations and requirements.

G. Permits and Licenses. Contractor shall obtain and maintain during the Agreement term all necessary licenses, permits and certificates required by law for the provision of Services under this Agreement, including a business license.

2. Term of Agreement. The term of this Agreement shall be from the Effective Date through _____, unless sooner terminated as provided in Section 12 of this Agreement or extended.

3. Compensation.

A. Compensation. As full compensation for Scope of Services satisfactorily rendered, City agrees to compensate Contractor, and Contractor agrees to accept in full satisfaction for the services required by this Agreement, _____, as more particularly described in **Exhibit B** ("Compensation"). Said Compensation shall constitute reimbursement of Contractor's fee for the services as well as the actual cost of any staff time, other direct or indirect costs or fees, including the work of employees, Contractors and subcontractors, equipment, materials, and supplies necessary to provide the service (including all labor, materials, delivery, tax, assembly, and installation, as applicable). In no event shall the Contractor be paid more than \$_____, which includes expenses and additional services (if any) during the term of this Agreement ("Maximum Compensation").

B. Expenses. The City will not reimburse Contractor for any expenses, unless expenses are agreed upon in advance in writing by both parties and/or set forth in **Exhibit B**.

C. Unauthorized Services and Expenses. City will not pay for any services not specified in the Scope of Services, unless the City Council or the City Representative, if applicable, and the Contractor Representative authorize such services in writing prior to Contractor's performance of those services or incurrence of additional expenses. Any additional services or expenses authorized by the City Council or the City Representative shall be compensated at the rates set forth in **Exhibit B**, or, if not specified, at a rate mutually agreed to by the Parties. City shall make payment for additional services and expenses in accordance with Section 4 of this Agreement.

4. Method of Payment.

A. Invoices. Contractor shall submit to City an invoice, on a monthly basis, for the Services performed pursuant to this Agreement. Each invoice shall itemize the Services rendered during the billing period, hourly rates charged, if applicable, and the amount due. City shall review each invoice and notify Contractor in writing within ten Business days of receipt of any disputed invoice amounts.

B. Payment. City shall pay all undisputed invoice amounts within 30 calendar days after receipt up to the Maximum Compensation set forth in Section 3 of this Agreement or within such other reasonable time dependent on the City's warrant run procedures. City does not pay interest on past due amounts. City shall not withhold federal payroll, state payroll or other taxes, or other similar deductions, from payments made to Contractor. Notwithstanding the preceding sentence, if Contractor is a nonresident of California, City will withhold the amount required by the Franchise Tax Board pursuant to Revenue and Taxation Code Section 18662 and applicable regulations.

C. Audit of Records. Contractor shall make all records, invoices, time cards, cost control sheets and other records maintained by Contractor in connection with this Agreement available during Contractor's regular working hours to City for review and audit by City.

5. Independent Contractor. Contractor is, and shall at all times remain as to City, a wholly independent Contractor. Contractor shall have no power to incur any debt, obligation, or liability on behalf of City. Neither City nor any of its agents shall have control over the conduct of Contractor or any of Contractor's employees, 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, agents or employees are in any manner employees of City.

6. Information and Documents.

A. Contractor covenants that all data, reports, documents, discussion, or other information (collectively "Data") developed or received by Contractor or provided for performance of this Agreement are deemed confidential and shall not be disclosed or released by Contractor without prior written authorization by City. City shall grant such authorization if applicable law requires disclosure. Contractor, its officers, employees, agents, or Subcontractors shall not without written authorization from the City Manager or unless requested in writing by the City Attorney, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the work performed under this Agreement or relating to any project or property located within the City. Response to a subpoena or court order shall not be considered "voluntary," provided Contractor gives City notice of such court order or subpoena.

B. Contractor shall promptly notify City should Contractor, its officers, employees, agents or Subcontractors be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the work performed thereunder or with respect to any project or property located within the City. City may, but has no obligation to, represent Contractor or be present at any deposition, hearing or similar proceeding. Contractor agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Contractor. However, City's right to review any such response does not imply or mean the right by City to control, direct or rewrite the response.

C. All Data required to be furnished to City in connection with this Agreement shall become City's property, and City may use all or any portion of the Data submitted by Contractor as City deems appropriate. Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, designs, drawings, maps, models, computer files containing data generated for the Services, surveys, notes, and other documents prepared in the course of providing the Services shall become City's sole property and may be used, reused or otherwise disposed of by City without Contractor's permission. Contractor may take and retain copies of the written products as desired, but the written products shall not be the subject of a copyright application by Contractor.

D. Contractor's covenants under this Section shall survive the expiration or termination of this Agreement.

7. Conflicts of Interest. Contractor and its officers, employees, associates and Subcontractors, if any, shall comply with all conflict of interest statutes of the State of California applicable to Contractor's Services under this Agreement, including the Political Reform Act (Gov. Code § 81000, *et seq.*) and Government Code Section 1090. During the term of this Agreement, Contractor may perform similar Services for other clients, but Contractor and its officers, employees, associates and Subcontractors shall not, without the City Representative's prior written approval, perform work for another person or entity for whom Contractor is not currently performing work that would require Contractor or one of its officers, employees, associates or Subcontractors to abstain from a decision under this Agreement pursuant to a conflict of interest statute. Contractor shall incorporate a clause substantially similar to this Section into any subcontract that Contractor executes in connection with the performance of this Agreement.

8. Indemnification, Hold Harmless, and Duty to Defend.

A. Indemnities.

1) To the fullest extent permitted by law, Contractor shall, at its sole cost and expense, defend, hold harmless and indemnify City and its elected officials, officers, attorneys, agents, employees, designated volunteers, successors, assigns and those City agents serving as independent Contractors in the role of City officials (collectively "Indemnitees"), from and against any and all damages, costs, expenses, liabilities, claims, demands, causes of action, proceedings, expenses, judgments, penalties, liens, and losses of any nature whatsoever, including fees of accountants, attorneys, or other professionals and all costs associated therewith and the payment of all consequential damages (collectively "Liabilities"), in law or equity, whether actual, alleged or threatened, which arise out of, are claimed to arise out of, pertain to, or relate to the acts or omissions of Contractor, its officers, agents, servants, employees, Subcontractors, materialmen, Contractors or their officers, agents, servants or employees (or any entity or individual that Contractor shall bear the legal liability thereof) in the performance of this Agreement, including the Indemnitees' active or passive negligence, except for Liabilities arising from the sole negligence or willful misconduct of the Indemnitees as determined by court decision or by the agreement of the Parties. Contractor shall defend the Indemnitees in any action or actions filed in connection with any Liabilities with counsel of the Indemnitees' choice, and shall pay all costs and expenses, including all attorneys' fees and experts' costs actually incurred in connection with such defense. Contractor shall reimburse the Indemnitees for any and all legal expenses and costs incurred by Indemnitees in connection therewith.

2) Contractor shall pay all required taxes on amounts paid to Contractor under this Agreement, and indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent Contractor relationship created by this Agreement. Contractor shall fully comply with the workers' compensation law regarding Contractor and Contractor's employees. Contractor shall indemnify and hold City harmless from any failure of Contractor to comply with applicable workers' compensation laws. City may offset against the amount of any fees due to Contractor under this Agreement any amount due to City from Contractor as a result of Contractor's failure to promptly pay to City any reimbursement or indemnification arising under this subparagraph A.2).

3) Contractor shall obtain executed indemnity agreements with provisions identical to those in this Section from each and every Subcontractor or any other person or entity involved by, for, with or on behalf of Contractor in the performance of this Agreement. If Contractor fails to obtain such indemnity obligations, Contractor shall be fully responsible and indemnify, hold harmless and defend the Indemnitees from and against any and all Liabilities at law or in equity, whether actual, alleged or threatened, which arise out of, are claimed to arise out of, pertain to, or relate to the acts or omissions of Contractor's Subcontractor, its officers, agents, servants,

employees, Subcontractors, materialmen, Contractors or their officers, agents, servants or employees (or any entity or individual that Contractor's Subcontractor shall bear the legal liability thereof) in the performance of this Agreement, including the Indemnitees' active or passive negligence, except for Liabilities arising from the sole negligence or willful misconduct of the Indemnitees as determined by court decision or by the agreement of the Parties.

B. Workers' Compensation Acts not Limiting. Contractor's indemnifications and obligations under this Section, or any other provision of this Agreement, shall not be limited by the provisions of any workers' compensation act or similar act. Contractor expressly waives its statutory immunity under such statutes or laws as to City, its officers, agents, employees and volunteers.

C. Insurance Requirements not Limiting. City does not, and shall not, waive any rights that it may possess against Contractor because of the acceptance by City, or the deposit with City, of any insurance policy or certificate required pursuant to this Agreement. The indemnities in this Section shall apply regardless of whether or not any insurance policies are determined to be applicable to the Liabilities, tax, assessment, penalty or interest asserted against City.

D. Survival of Terms. Contractor's indemnifications and obligations under this Section shall survive the expiration or termination of this Agreement.

9. Insurance.

A. Minimum Scope and Limits of Insurance. Contractor shall procure and at all times during the term of this Agreement carry, maintain, and keep in full force and effect, insurance as follows:

1) Commercial General Liability Insurance with a minimum limit of \$1,000,000.00 per occurrence for bodily injury, personal injury and property damage and a general aggregate limit of \$1,000,000.00 per project or location. If Contractor is a limited liability company, the commercial general liability coverage shall be amended so that Contractor and its managers, affiliates, employees, agents and other persons necessary or incidental to its operation are insureds.

2) Automobile Liability Insurance for any owned, non-owned or hired vehicle used in connection with the performance of this Agreement with a combined single limit of \$1,000,000.00 per accident for bodily injury and property damage. If Contractor does not use any owned, non-owned or hired vehicles in the performance of Services under this Agreement, Contractor shall provide insurance in the amount required by California law.

3) Workers' Compensation Insurance as required by the State of California and Employer's Liability Insurance with a minimum limit of \$1,000,000.00 per accident for bodily injury or disease. If Contractor has no employees while performing

Services under this Agreement, workers' compensation policy is not required, but Contractor shall execute a declaration that it has no employees.

B. Acceptability of Insurers. The insurance policies required under this Section shall be issued by an insurer admitted to write insurance in the State of California with a rating of A:VII or better in the latest edition of the A.M. Best Insurance Rating Guide or such other rating as approved by the City Manager. Self insurance shall not be considered to comply with the insurance requirements under this Section.

C. Additional Insured. The general liability policy shall contain an endorsement naming City and its elected and appointed officials, officers, employees, agents and volunteers as additional insureds. This provision shall also apply to any excess/umbrella liability policies.

D. Primary and Non-Contributing. The insurance policies required under this Section shall apply on a primary non-contributing basis in relation to any other insurance or self-insurance available to City. Any insurance or self-insurance maintained by City, its elected and appointed officials, officers, employees, agents or volunteers, shall be in excess of Contractor's insurance and shall not contribute with it.

E. Contractor's Waiver of Subrogation. The insurance policies required under this Section shall not prohibit Contractor and Contractor's employees, agents or Subcontractors from waiving the right of subrogation prior to a loss. Contractor hereby waives all rights of subrogation against City.

F. Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by City. At City's option, Contractor shall either reduce or eliminate the deductibles or self-insured retentions with respect to City, or Contractor shall procure a bond guaranteeing payment of losses and expenses.

G. Cancellations or Modifications to Coverage. Contractor shall not cancel, reduce or otherwise modify the insurance policies required by this Section during the term of this Agreement. The commercial general and automobile liability policies required under this Agreement shall be endorsed to state that should the issuing insurer cancel the policy before the expiration date, the issuing insurer will endeavor to mail 30 days' prior written notice to City. If any insurance policy required under this Section is canceled or reduced in coverage or limits, Contractor shall, within two Business Days of notice from the insurer, phone, fax or notify City via certified mail, return receipt requested, of the cancellation of or changes to the policy.

H. City Remedy for Noncompliance. If Contractor does not maintain the policies of insurance required under this Section in full force and effect during the term of this Agreement, or in the event any of Contractor's policies do not comply with the requirements under this Section, City may either immediately terminate this Agreement or, if insurance is available at a reasonable cost, City may, but has no duty to, take out the necessary insurance and pay, at Contractor's expense, the premium thereon.

Contractor shall promptly reimburse City for any premium paid by City or City may withhold amounts sufficient to pay the premiums from payments due to Contractor.

I. Evidence of Insurance. Prior to the performance of Services under this Agreement, Contractor shall furnish City's Risk Manager or such other official designed by the City Manager with a certificate or certificates of insurance and all original endorsements evidencing and effecting the coverages required under this Section. The endorsements are subject to City's approval. Contractor may provide complete, certified copies of all required insurance policies to City. Contractor shall maintain current endorsements on file with City's Risk Manager. Contractor shall provide proof to City's Risk Manager that insurance policies expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Contractor shall furnish such proof at least two weeks prior to the expiration of the coverages.

J. Indemnity Requirements not Limiting. Procurement of insurance by Contractor shall not be construed as a limitation of Contractor's liability or as full performance of Contractor's duty to indemnify City under Section 8 of this Agreement.

K. Subcontractor Insurance Requirements. Contractor shall require each of its Subcontractors that perform Services under this Agreement to maintain insurance coverage that meets all of the requirements of this Section.

10. Mutual Cooperation.

A. City's Cooperation. City shall provide Contractor with all pertinent Data, documents and other requested information as is reasonably available for Contractor's proper performance of the Services required under this Agreement.

B. Contractor's Cooperation. In the event any claim or action is brought against City relating to Contractor's performance of Services rendered under this Agreement, Contractor shall render any reasonable assistance that City requires.

11. Records and Inspections. Contractor shall maintain complete and accurate records with respect to time, costs, expenses, receipts, correspondence, and other such information required by City that relate to the performance of the Services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Contractor shall provide free access to City, its designees and representatives at reasonable times, and shall allow City to examine and audit the books and records, to make transcripts therefrom as necessary, and to inspect all work, data, documents, proceedings and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of three years after receipt of final payment.

12. Termination of Agreement.

A. Right to Terminate. City may terminate this Agreement at any time, at will, for any reason or no reason, after giving written notice to Contractor at least ten calendar days before the termination is to be effective. Contractor may terminate this Agreement at any time, at will, for any reason or no reason, after giving written notice to City at least 60 calendar days before the termination is to be effective.

B. Obligations upon Termination. Contractor shall cease all work under this Agreement on or before the effective date of termination specified in the notice of termination. In the event of City's termination of this Agreement due to no fault or failure of performance by Contractor, City shall pay Contractor based on the percentage of work satisfactorily performed up to the effective date of termination. In no event shall Contractor be entitled to receive more than the amount that would be paid to Contractor for the full performance of the Services required by this Agreement. Contractor shall have no other claim against City by reason of such termination, including any claim for compensation.

13. Force Majeure. Contractor shall not be liable for any failure to perform its obligations under this Agreement if Contractor presents acceptable evidence, in City's sole judgment, that such failure was due to acts of God, embargoes, inability to obtain labor or materials or reasonable substitutes for labor or materials, governmental restrictions, governmental regulations, governmental controls, judicial orders, enemy or hostile governmental action, civil commotion, fire or other casualty, or other causes beyond Contractor's reasonable control and not due to any act by Contractor.

14. Default.

A. Contractor's failure to comply with the provisions of this Agreement shall constitute a default. In the event that Contractor is in default for cause under the terms of this Agreement, City shall have no obligation or duty to continue compensating Contractor for any work performed after the date of default.

B. In addition to the right to terminate pursuant to Section 12, if the City Manager determines that Contractor is in default in the performance of any of the terms or conditions of this Agreement, City shall serve Contractor with written notice of the default. Contractor shall have ten calendar days after service upon it of the notice in which to cure the default by rendering a satisfactory performance. In the event that Contractor fails to cure its default within such period of time, City may, notwithstanding any other provision of this Agreement, terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement.

15. Notices. Any notice, consent, request, demand, bill, invoice, report or other communication required or permitted under this Agreement shall be in writing and conclusively deemed effective: (a) on personal delivery, (b) on confirmed delivery by

courier service during Contractor's and City's regular business hours, or (c) three Business Days after deposit in the United States mail, by first class mail, postage prepaid, and addressed to the Party to be notified as set forth below:

If to City:
Attn: City Manager
City of Maywood
4319 East Slauson Avenue
Maywood, California 90270

If to Contractor:

16. Non-Discrimination and Equal Employment Opportunity. In the performance of this Agreement, Contractor shall not discriminate against any employee, Subcontractor or applicant for employment because of race, color, religious creed, sex, gender, gender identity, gender expression, marital status, national origin, ancestry, age, physical disability, mental disability, medical condition, genetic information, sexual orientation or other basis prohibited by law. Contractor will take affirmative action to ensure that Subcontractors and applicants are employed, and that employees are treated during employment, without regard to their race, color, religious creed, sex, gender, gender identity, gender expression, marital status, national origin, ancestry, age, physical disability, mental disability, medical condition, genetic information or sexual orientation.

17. Prohibition of Assignment and Delegation. Contractor shall not assign any of its rights or delegate any of its duties under this Agreement, either in whole or in part, without City's prior written consent. City's consent to an assignment of rights under this Agreement shall not release Contractor from any of its obligations or alter any of its primary obligations to be performed under this Agreement. Any attempted assignment or delegation in violation of this Section shall be void and of no effect and shall entitle City to terminate this Agreement. As used in this Section, "assignment" and "delegation" means any sale, gift, pledge, hypothecation, encumbrance or other transfer of all or any portion of the rights, obligations, or liabilities in or arising from this Agreement to any person or entity, whether by operation of law or otherwise, and regardless of the legal form of the transaction in which the attempted transfer occurs.

18. No Third Party Beneficiaries Intended. This Agreement is made solely for the benefit of the Parties to this Agreement and their respective successors and assigns, and no other person or entity may have or acquire a right by virtue of this Agreement.

19. Waiver. No delay or omission to exercise any right, power or remedy accruing to City under this Agreement shall impair any right, power or remedy of City, nor shall it be construed as a waiver of, or consent to, any breach or default. No waiver of any breach, any failure of a condition, or any right or remedy under this Agreement shall be
(1) effective unless it is in writing and signed by the Party making the waiver,
(2) deemed to be a waiver of, or consent to, any other breach, failure of a condition, or

right or remedy, or (3) deemed to constitute a continuing waiver unless the writing expressly so states.

20. Final Payment Acceptance Constitutes Release. The acceptance by Contractor of the final payment made under this Agreement shall operate as and be a release of City from all claims and liabilities for compensation to Contractor for anything done, furnished or relating to Contractor's work or services. Acceptance of payment shall be any negotiation of City's check or the failure to make a written extra compensation claim within ten calendar days of the receipt of that check. However, approval or payment by City shall not constitute, nor be deemed, a release of the responsibility and liability of Contractor, its employees, Subcontractors and agents for the accuracy and competency of the information provided and/or work performed; nor shall such approval or payment be deemed to be an assumption of such responsibility or liability by City for any defect or error in the work prepared by Contractor, its employees, Subcontractors and agents.

21. Corrections. In addition to the above indemnification obligations, Contractor shall correct, at its expense, all errors in the work which may be disclosed during City's review of Contractor's report or plans. Should Contractor fail to make such correction in a reasonably timely manner, such correction may be made by City, and the cost thereof shall be charged to Contractor. In addition to all other available remedies, City may deduct the cost of such correction from any retention amount held by City or may withhold payment otherwise owed Contractor under this Agreement up to the amount of the cost of correction.

22. Non-Appropriation of Funds. Payments to be made to Contractor by City for services performed within the current fiscal year are within the current fiscal budget and within an available, unexhausted fund. In the event that City does not appropriate sufficient funds for payment of Contractor's services beyond the current fiscal year, this Agreement shall cover payment for Contractor's services only to the conclusion of the last fiscal year in which City appropriates sufficient funds and shall automatically terminate at the conclusion of such fiscal year.

23. Exhibits. Exhibits A and B constitute a part of this Agreement and are incorporated into this Agreement by this reference. If any inconsistency exists or arises between a provision of this Agreement and a provision of any exhibit, or between a provision of this Agreement and a provision of Contractor's proposal, the provisions of this Agreement shall control.

24. Entire Agreement and Modification of Agreement. This Agreement and all exhibits referred to in this Agreement constitute the final, complete and exclusive statement of the terms of the agreement between the Parties pertaining to the subject matter of this Agreement and supersede all other prior or contemporaneous oral or written understandings and agreements of the Parties. No Party has been induced to enter into this Agreement by, nor is any Party relying on, any representation or warranty

except those expressly set forth in this Agreement. This Agreement may not be amended, nor any provision or breach hereof waived, except in a writing signed by both Parties.

25. Headings. The headings in this Agreement are included solely for convenience of reference and shall not affect the interpretation of any provision of this Agreement or any of the rights or obligations of the Parties to this Agreement.

26. Word Usage. Unless the context clearly requires otherwise, (a) the words “shall,” “will” and “agrees” are mandatory and “may” is permissive; (b) “or” is not exclusive; and (c) “includes” or “including” are not limiting.

27. Time of the Essence. Time is of the essence in respect to all provisions of this Agreement that specify a time for performance; provided, however, that the foregoing shall not be construed to limit or deprive a Party of the benefits of any grace or use period allowed in this Agreement.

28. Business Days. “Business days” means days Maywood City Hall is open for business.

29. Governing Law and Choice of Forum. This Agreement, and any dispute arising from the relationship between the Parties to this Agreement, shall be governed by and construed in accordance with the laws of the State of California, except that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not be applied in interpreting this Agreement. Any dispute that arises under or relates to this Agreement (whether contract, tort or both) shall be resolved in a superior court with geographic jurisdiction over the City of Maywood.

30. Attorneys’ Fees. In any litigation or other proceeding by which a Party seeks to enforce its rights under this Agreement (whether in contract, tort or both) or seeks a declaration of any rights or obligations under this Agreement, the prevailing Party shall be entitled to recover all attorneys’ fees, experts’ fees, and other costs actually incurred in connection with such litigation or other proceeding, in addition to all other relief to which that Party may be entitled.

31. Severability. If a court of competent jurisdiction holds any provision of this Agreement to be illegal, invalid or unenforceable for any reason, the validity of and enforceability of the remaining provisions of this Agreement shall not be affected and continue in full force and effect.

32. Counterparts. This Agreement may be executed in multiple counterparts, all of which shall be deemed an original, and all of which will constitute one and the same instrument.

33. Corporate Authority. Each person executing this Agreement on behalf of his or her Party warrants that he or she is duly authorized to execute this Agreement on behalf

of that Party and that by such execution, that Party is formally bound to the provisions of this Agreement.

[SIGNATURE PAGE FOLLOWS]

SAMPLE

The Parties, through their duly authorized representatives are signing this Agreement on the date stated in the introductory clause.

City:

City of Maywood,
a California municipal corporation

Contractor:

By: _____
Mayra Aguiluz
Mayor of the City of Maywood

By: _____
Name: _____
Title: _____

ATTEST:

By: _____
Miguel Leon, Deputy City Clerk

APPROVED AS TO FORM:

By: _____
Roxanne Diaz, City Attorney

EXHIBIT A

SCOPE OF SERVICES

SAMPLE

Attachment 1

I. City Hall, Sheriff Sub-Station and Public Works Yard		
Cleaning must commence no earlier than 4:50 starting at the Sheriff's Station. Day to day contact should be the Public Works Superintendent.		
Areas to be Cleaned	Service type	Frequency
City Hall		
Entranceway	Broom and mop floors, dust the surrounding area, wipe clean and sanitize all doors, disinfect side railing, doorknobs/frames and light switches, spot clean, sanitize the area as a whole. Empty all waste baskets and trash receptacles, including shredders and replace all liners.	5 times a week
Lobby	Broom and mop the floor. Empty all waste baskets, recycling baskets and trash receptacles, including shredders and replace all liners. Wipe clean and sanitize all doors, doorknobs/frames and light switches, spot clean, sanitize the area as a whole. Dust the surrounding areas (ex. counter, blinds), wipe down doors, vacuum, clean plexi glass, sanitize the area as a whole.	5 times a week
Cubicle Desk Area	Vacuum area and surrounding area and under the mat, mop the plastic mats. Empty all waste baskets, recycling baskets and trash receptacles including shredders and replace all liners. Spot clean partition glass, and interior glass panels. If requested clean the desk, keyboard, monitor, and phone. Sanitize the area as a whole.	5 times a week
Offices (7)	Vacuum the whole office area and under the mat, mop the plastic mat. Empty all waste baskets, recycling baskets and trash receptacles, including shredders and replace all liners. If requested clean the desk, keyboard, monitor, and phone, sanitize the area as a whole.	5 times a week
Council Chambers	Broom and mop the floor Empty all waste baskets, recycling baskets and trash receptacles, including shredders and replace all liners. Dust the surrounding areas (ex. Council members desk), clean chairs, clean plexi glass, sanitize the area as a whole.	5 times a week
Stairwells	Broom and mop the floor, clean the handlebar, clean/ dust the plaque pictures, sanitize the area as a whole.	5 times a week

Conference room	Broom and vacuum the floor, spot clean the conference table, dust the surrounding areas, sanitize the area as a whole.	5 times a week
Kitchenette (upstairs)	Wipe and clean all tables and chairs, sweep, and mop the floor. Clean the microwave inside and out. Empty all waste baskets, recycling baskets and trash receptacles including shredders and replace all liners. Clean the countertop and sink daily. Clean inside of the refrigerator weekly. Ask staff before throwing anything away if you are unsure.	5 times a week
Kitchenette (downstairs) Breakroom	Wipe and clean all tables and chairs, sweep, and mop the floor. Clean the microwave inside and out. Empty all waste baskets, recycling baskets and trash receptacles including shredders and replace all liners. Clean the countertop and sink daily. Clean inside of the refrigerator weekly. Ask staff before throwing anything away if you are unsure.	5 times a week
Restrooms (upstairs) (downstairs)	Empty and wipe out all wastepaper receptacles. Empty sanitary napkin containers and replace insert. Polish all metal and mirrors. Clean and polish all dispensers. Clean and disinfect wash basins, toilet bowls, urinals, and doorknobs. Spot clean walls around wash hand basins. Disinfect underside and tops of toilet seats. Mop restroom floors with germicidal solution. Dust all ledges. Refill soap, towel, tissue containers and seat cover dispensers.	5 times a week
Parking Enforcement office	Vacuum the whole office area and under the mat, mop the plastic mat and floor. Empty all waste baskets, recycling baskets and trash receptacles, including shredders and replace all liners. If requested clean the desk, keyboard, monitor, and phone, sanitize the area as a whole.	5 times a week
Sheriff Sub-Station		
Entranceway	Broom and mop floors, dust the surrounding area, wipe clean and sanitize all doors, disinfect railing, doorknobs/frames and light switches, spot clean, sanitize the area as a whole. Empty all waste baskets and trash receptacles, including shredders and replace all liners.	5 times a week

Cubicle desk area	Vacuum area and surrounding area and under the mat, mop the mats. Empty all waste baskets and trash receptacles, including shredders and replace all liners. Spot clean partition glass, and interior glass panels. If requested clean the desk, keyboard, monitor, and phone. Sanitize the area as a whole.	5 times a week
Gym area	Broom and vacuum, dust the surrounding area, wipe clean and sanitize all doors, disinfect side railing, doorknobs/frames and light switches, spot clean, sanitize the area as a whole. Clean the gym mirrors. Clean rubber floor mats once a week. Clean the stairways leading up to the gym.	5 times a week
Offices	Vacuum the whole office area and under the mat, mop the plastic mat. Empty all waste baskets and trash receptacles, including shredders and replace all liners. If requested clean the desk, keyboard, monitor, and phone, sanitize the area as a whole.	5 times a week
Men's locker room	Empty and wipe out all wastepaper receptacles. Empty sanitary napkin containers and replace insert. Polish all metal and mirrors. Clean and polish all dispensers. Clean and disinfect wash basins, toilet bowls, urinals, and doorknobs. Spot clean walls around wash hand basins. Disinfect underside and tops of toilet seats. Clean all shower areas. Mop restroom floors with germicidal solution. Dust all ledges. Refill soap, towel, tissue containers and seat cover dispensers.	5 times a week
Women's locker room	Empty and wipe out all wastepaper receptacles. Empty sanitary napkin containers and replace insert. Polish all metal and mirrors. Clean and polish all dispensers. Clean and disinfect wash basins, toilet bowls, urinals, and doorknobs. Spot clean walls around wash hand basins. Disinfect underside and tops of toilet seats. Clean all shower areas. Mop restroom floors with germicidal solution. Dust all ledges. Refill soap, towel, tissue containers and seat cover dispensers.	5 times a week

Break Room	Wipe clean all the tables and chairs. Sweep and mop and clean all floors. Clean the microwave inside and out. Clean the sink area and empty all waste baskets and trash receptacles as well as replace the trash liners. Clean all countertops and sink daily. Clean inside of the refrigerator once a week, please ask before anything is thrown out if you are unsure.	5 times a week
Public Works Yard		
Public Works Yard office	Broom and mop floors. Empty all waste baskets and trash receptacles, including shredders and replace all liners. Wipe clean all the tables and chairs. If requested clean the desk, keyboard, monitor, and phone. Sanitize the area as a whole.	5 times a week
Public Works Yard restroom	Empty and wipe out all wastepaper receptacles. Empty sanitary napkin containers and replace insert. Polish all metal and mirrors. Clean and polish all dispensers. Clean and disinfect wash basins, toilet bowls, urinals, and doorknobs. Spot clean walls around wash hand basins. Disinfect underside and tops of toilet seats. Mop restroom floors with germicidal solution. Dust all ledges. Refill soap, towel, tissue containers and seat cover dispensers.	5 times a week
City Hall, Sheriff Sub-Station and Public Works Yard		
Monthly Services	Report any facility damage or damaged items. Turn off all the lights, leave only designated night lights on. Keep janitorial/storage rooms clean, orderly, and safe at all times. Ensure that all doors are properly secured, and any alarms are properly set before leaving the premises. Ensure that no unauthorized personnel are allowed into the building at any time. Clean the stairways.	
Miscellaneous	Perform overhead dusting in all areas, including tops of doors, partitions, and high ledges. Brush all wall and ceiling vents.	
Miscellaneous (Everyday)	Clean all door handles/lights every day. Clean windows and window seals. Dust around the area.	

Attachment 2

II. Park Maintenance		
City Parks shall have its gates open at 7am and shall close them at 8pm; They will open all five (5) parks seven (7) days a week, 365 days per year. Day to day contact shall be the Public Works Superintendent.		
Parks to be Cleaned	Service type	Frequency
Speaker Anthony Rendon Riverfront Park	Restroom - Stock towels, tissue and hand soap. Empty sanitary napkin receptacles and wipe with disinfectant. Empty trash receptacles and wipe if needed and recycling stations. Clean and polish mirrors and disinfect doorknobs/handles. Wipe towel cabinet covers. Toilets and urinals to be cleaned and sanitized inside and outside. Toilet seats to be cleaned on both sides using disinfectant and polished. Unclog toilets. Scour and sanitize all basins. Dust partitions, top of mirrors and frames. Remove splash marks from walls around basins. Mop and rinse Restroom floors with disinfectant. Disinfect restroom dividers/partitions 3 times per week. Open Speaker Anthony Rendon Riverfront Park restrooms at 8am and close at 7pm; 7 days per week/365 days per year. Daily – Empty in and around the trashcan as well replace liners in all trashcans and refill and dispose of waste at doggie disposal sites. Haul away trash to Public Works yard and any recyclable trash. All trash and recyclable trash receptacles are to be emptied including entrance containers and replace trash liner. Contractor is also to report homeless encampments to and bulky items to Public Works Superintendent. Trash receptacles are to be washed and sanitized once per month. Disposing of trash at designated area (5600 Heliotrope Avenue. Maywood CA.; City of Maywood Public Works Yard). Doggie Waste Stations (4): Park entrance on Alamo Avenue. Park entrance on 59th Place just east of the playground area. LA River entrance inside the park. Park entrance on Walker Avenue.	Daily

Maywood Park	Daily – Empty in and around the trashcan as well replace liners in all trashcans and refill and dispose of waste at doggie disposal sites. Haul away trash to the City’s Public Works yard and any recyclable trash. All trash and recyclable trash receptacles are to be emptied including entrance containers and replace trash liner. Contractor is also to report homeless encampments to and bulky items to Public Works Superintendent. Trash receptacles are to be washed and sanitized once per month. Disposing of trash at designated area (5600 Heliotrope Avenue. Maywood CA.; City of Maywood Public Works Yard). Doggie Waste Stations (3): Inside the park just west of the Aquatic Center entrance. Park entrance on Heliotrope Avenue. On the corner of Heliotrope Avenue & 58th Street.	Daily
Pixley Park	Daily – Empty in and around the trashcan as well replace liners in all trashcans and refill and dispose of waste at doggie disposal sites. Haul away trash to city yard and any recyclable trash. All trash and recyclable trash receptacles are to be emptied including entrance containers and replace trash liner. Open Pixley Park gate at 7am. Close Pixley Park gate at 8pm. Contractor is also to report homeless encampments to and bulky items to Public Works Superintendent. Trash receptacles are to be washed and sanitized once per month. Disposing of trash at designated area (5600 Heliotrope Avenue. Maywood CA.; City of Maywood Public Works Yard). Doggie Waste Stations (1): Inside the park just north of park entrance on 56th Street.	Daily
Benito Juarez	Daily – Empty in and around the trashcan as well replace liners in all trashcans. Haul away trash to city yard and any recyclable trash. All trash and recyclable trash receptacles are to be emptied including entrance containers and replace trash liner. Open Benito Juarez Park gate at 7am. Close Benito Juarez Park gate at 8pm. Contractor is also to report homeless encampments to and bulky items to Public Works Superintendent. Trash receptacles are to be washed and sanitized once per month. Disposing of trash at designated area (5600 Heliotrope Avenue.	Daily

	Maywood CA.; City of Maywood Public Works Yard).	
Pine Park	Daily – Empty in and around the trashcan as well replace liners in all trashcans and refill and dispose of waste at doggie disposal sites. Haul away trash to city yard and any recyclable trash. All trash and recyclable trash receptacles are to be emptied including entrance containers and replace trash liner. Open Pine Park gate at 7am. Close Pine Park gate at 8pm. Contractor is also to report homeless encampments to and bulky items to Public Works Superintendent. Trash receptacles are to be washed and sanitized once per month. Disposing of trash at designated area (5600 Heliotrope Avenue. Maywood CA.; City of Maywood Public Works Yard).	Daily

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 11.

DATE: December 17, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: JOHN THORNTON, COMMUNITY SERVICES SUPERVISOR

SUBJECT: CONSIDERATION OF APPROVING UPDATES TO THE MAYWOOD COMMUNITY BENEFIT FUND GUIDELINES AND PROCEDURES

RECOMMENDATION:

Staff recommends that the City Council consider approving the proposed revisions to the Community Benefit Fund Guidelines and Procedures.

BACKGROUND:

The City of Maywood's Community Benefit Fund Guidelines and Procedures were last revised in July 2024, when the funding amount was increased from \$10,000 to \$15,000. The purpose of this policy is to outline how public funds are distributed to support local programs, events, and educational activities. These funds help eligible community organizations that meet the requirements approved by the City Council carry out projects and activities that benefit the Maywood community.

DISCUSSION:

Staff has reviewed the 2024 revised Community Benefit Fund Guidelines and Procedures and is recommending several additional updates to improve clarity, accuracy, and alignment with current practices.

The proposed updates include:

- **Application Deadline Section:** Add the option for applicants to submit their application by email.
- **Post-Award Requirements:** Include "reimbursements" under Section C Update "Request for Reimbursement" responsibilities from the Finance Director to the Community Services Supervisor to align with current practice.
- **Submission Deadline:** Adjust the deadline for submitting reimbursement requests from 45 days to 30 days after the close of the City's fiscal year.

These changes are intended to streamline the process, reflect current procedures, and make the guidelines easier for applicants to follow.

Additionally, the following administrative items will be updated in the Guidelines:

- **Website Link:** Add the City's official website link to direct applicants to the Community Benefit Fund webpage.
- **Updated Contact Information:** Replace the application email address to reflect the current Community Services Supervisor.

LEGAL REVIEW:

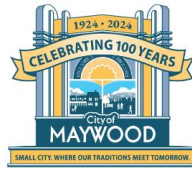
The City Attorney has reviewed this report.

FISCAL IMPACT:

No fiscal impact to this agenda item.

ATTACHMENT(S)

1. CBF_Guidelines_Revised 2025 Final PDF



COMMUNITY BENEFIT FUND GUIDELINES AND PROCEDURES

I. BACKGROUND

The City of Maywood has established a “Community Benefit Fund” to support community-based programs and activities.

II. PURPOSE

The purpose of this policy is to provide guidelines and procedures for the distribution of public funds, which will in turn fund community programs, activities and educational activities conducted by Eligible Organizations that meet the requirements and guidelines set forth by the City Council in this policy.

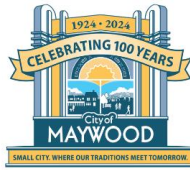
III. ELIGIBILITY AND POLICY

A. Eligible Organizations. The requested organization must be: (1) a non-profit agency as defined by the Internal revenue Service (IRS) with a tax-exempt status of 501(c)(3) and in good standing in the State of California; based in the City or provide programs or services to residents of the city; a school or school-based/affiliated organization located in the city; or other City-based organization such as athletic organizations or community groups (collectively called “Eligible Organizations”); (2) must be in existence prior to submittal of an application; and (3) must have a record of successfully providing the type of service, activity or program for which funding is requested.

B. Eligible Services and Activities: To apply for a grant under the City Community Benefit Fund, the Eligible Organization must provide a program, service, activity, event or other similar activities that have a benefit to the residents of the City of Maywood or a specified target group within the City by: (i) enhancing the quality of life or the delivery of services in the City; or (ii) providing educational opportunities for residents or students of the City. Categories of services and activities eligible for grants include but are not limited to educational programs, cultural activities (i.e. music, art, dance, recreation), youth athletics, civic projects, health and safety programs, services sponsored by Maywood community organizations and public services (i.e. senior services, youth programs, health services). If the request relates to a community event, the event must be advertised and open to the public. Grants will be awarded in maximum amounts of \$15,000.

C. Restrictions and Ineligible Organizations.

1. Grants shall not be used for religious activities or political campaigning purposes or activities.
2. A non-profit entity, a school or school-based/affiliated organization or other City-based organizations such as athletic organizations or community groups that have as a member of their board or executive leadership a City employee, a City elected or appointed official or members of their family, are not eligible to apply for a Community Benefit Fund grant. Family members include spouse or domestic partner, child, parent, grandparent, grandchild, cousin, aunt, uncle, sibling, niece, nephew, parent-in-law, brother-in-law or sister-in-law, as well as all step relationships.



COMMUNITY BENEFIT FUND GUIDELINES AND PROCEDURES

D. City Projects:

This policy does not preclude the City from undertaking and funding projects on its own initiative that would be a benefit to the community.

IV. APPLICATION PROCEDURES

A. Submittal of an Application. Applicants must use the Community Benefit Fund application form. Forms are available on the City website at www.cityofmaywood.org/Community-Benefit-Fund and at Maywood City Hall at 4319 E. Slauson Avenue, Maywood, CA 90270. Applications may be requested by email at John.thornton@cityofmaywood.org

B. Application Deadline. The City Council will have quarterly application cycles available to consider requests contingent upon monies being available under the program. The application cycles and deadlines are as follows:

	<u>Application Cycle</u>	<u>Application Deadline</u>
• Quarter 1:	July 1 - September 30	June 1
• Quarter 2:	October 1 - December 31	September 1
• Quarter 3:	January 1 - March 30	December 1
• Quarter 4:	April 1 - June 30	March 1

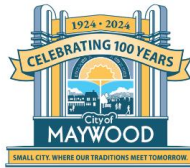
The application must be submitted by 5:00 p.m. on the applicable deadline date addressed to: City of Maywood, Attention: Community Benefit Fund via City Manager's Office, 4319 E. Slauson Avenue, Maywood, CA 90270. Application may also emailed to the Community Services Supervisor by 5:00 p.m. on the applicable deadline date.

C. General Information.

1. Applicants may apply for funds during any application cycle. Notwithstanding, funds must be requested and spent during the same fiscal year in which the award was approved by the City Council.
2. Organizations may submit only one application per fiscal year.
3. Funding to an Eligible Organization will not constitute a precedent for contributions in subsequent fiscal years.

V. EVALUATION OF APPLICATION AND SELECTION PROCESS

A. Review of Applications: Following the application deadline, City Staff will review the applications. Applicants may be contacted if further information is requested, to answer questions, clarify their application, etc. All applications will be evaluated to ensure that the applicant is an "Eligible Organization" and that the purpose for which the grant is sought is consistent with this policy. Applications and recommendations of Staff, if any,



COMMUNITY BENEFIT FUND

GUIDELINES AND PROCEDURES

will be presented to the City Council during a regular scheduled City Council meeting for the Council's consideration and approval.

B. City Council Action: The City Council will take final action on award of all grants and maintains the discretion to fund in whole or in part any request or not to fund any or all requests during the Application Cycle. Alternatively, the City Council may hold-over any application into the next Application Cycle. In the case of multiple applications that are competing for limited available funds, consideration may be given to applications based on the following criteria: (i) the number of residents who are expected to benefit, participate in or be positively impacted by the program; (ii) the performance of the applicant in prior years, including demonstrated fiscal responsibility and compliance with applicable requirements; (iv) the amount of funding previously awarded to the applicant or the program or event in prior years; and (v) the total amount of funding requested as a proportion of the total available funds for the applicable fiscal year.

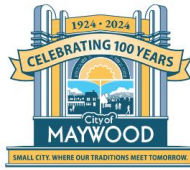
VI. POST AWARD REQUIREMENTS

A. Agreement: All Eligible Organizations elected to receive funds will be required to sign and execute an agreement with the City of Maywood.

B. Reporting: Eligible Organizations must complete a report, within 30 days after June 30, describing the use of the grant and amount expended, the number of participants in the event or program, copies of any publicity of the event or program, and a narrative regarding the benefit to the City of Maywood. The City reserves the right to conduct an audit and/or require additional back-up information to substantiate how funds received from the City were expended. Failure to submit this required report will make the Eligible Organization ineligible for allocation of future funds until the required report is submitted. These reports will be reviewed and taken into account for evaluating subsequent funding proposals from that entity.

C. Request for Reimbursement Funds: The Eligible Organization receiving the funds is responsible for submitting a funds request to the City's Community Service Supervisor and must allow the City up to 30 days to process the request. To receive reimbursement for purchased items, you must submit an invoice along with your request. All invoices must be submitted within 30 days after June 30, the close of the fiscal school year, in order to receive reimbursement. If a third-party vendor is the recipient of the funds (e.g., a bus company used for a field trip), the request must include the vendor's information, including their Tax Identification Number and a completed W-9 form and the City will issue check to that vendor. If the grant is to be used to purchase tangible goods or services, the City has the discretion to purchase the goods or services directly and pass through the goods or services to the Eligible Organization rather than provide the funding.

D. Return of Funds to the City. Unexpended funds must be returned to the City at the end of the fiscal year. Funds must also be returned to the City if the City determines that the applicant has not performed in accordance with the approved application listing the use of the funds



COMMUNITY BENEFIT FUND GUIDELINES AND PROCEDURES

D. *Failure to Abide by Policy.* The failure of an Eligible Organization to abide by this Policy may result in the Eligible Organization being denied for funding in the future.

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 12.

DATE: December 17, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: MIGUEL LEON, DEPUTY CITY CLERK/ASSISTANT TO THE CITY MANAGER

SUBJECT: CONSIDERATION OF APPROVAL OF AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH ADVANCED MICROCOMPUTING CONCEPTS (AMC) MODERN IT

RECOMMENDATION:

Staff recommends that the City Council: approve Amendment No. 1 with Advanced Microcomputing Concepts (AMC) Modern IT, to extend the term of the agreement for an additional year to October 13, 2026.

BACKGROUND:

On October 13, 2022, the City entered into a three-year Professional Services Agreement (PSA) with Advanced Microcomputing Concepts (AMC) Modern IT for Enterprise Architectural Review and Information Technology (IT) Support Services, with a term ending October 13, 2025. AMC was selected following a competitive Request for Proposals (RFP) process, and the City Council approved the contract award on October 12, 2022.

The City's IT needs include help desk and end-user support, network monitoring and administration, server and system maintenance, cybersecurity protection, and modernization efforts as outlined in Exhibit A of the original Agreement.

DISCUSSION:

The original PSA expired on October 13, 2025, however, AMC has continued to provide uninterrupted IT support services to maintain operational continuity, cybersecurity protection, and system reliability across all City departments pending an amendment to the PSA.

Maintaining uninterrupted IT support services is essential to ensure continuity of City operations. AMC provides daily network monitoring, cybersecurity protection, help desk assistance, and systems maintenance that staff rely on to perform their duties. Any lapse in these services could result in operational disruptions, increased cybersecurity risks, and delays in resolving technical issues. No changes are proposed to the scope of services, compensation, deliverables, or service levels established under the original PSA.

With this amendment extending the term for an additional year, the City will issue a competitive Request for Proposals (RFP) prior to the expiration of the amended term in 2026 to ensure continued IT support services and compliance with best procurement requirements. Staff will return to the City Council in 2026 with an RFP for IT services and a recommended vendor.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

There is no additional fiscal impact for approval of this item. Information Technology (IT) services are budgeted annually during budget time. IT support services for FY 2025-26 were budgeted at \$43,560, consistent with the original Agreement.

Funds are available in the General Fund, Account 6502 (Information Technology Hardware / Equipment).

ATTACHMENT(S)

1. Amendment No. 1 – AMC Modern IT
2. Professional Services Agreement (Executed October 13, 2022)
3. October 12, 2022, Agenda Report – AMC Contract Award

**AMENDMENT NO. 1 TO THE
PROFESSIONAL SERVICES AGREEMENT
WITH ADVANCED MICROCOMPUTING CONCEPTS (AMC) MODERN IT FOR FOR
ENTERPRISE ARCHITECTURAL REVIEW AND INFORMATION TECHNOLOGY
SUPPORT SERVICES**

This Amendment No. 1 ("Amendment") is entered into as of October 12, 2025, and is to that Professional Services Agreement dated October 13, 2022, by and between the City of Maywood, a California municipal corporation ("City") and Advanced Microcomputing Concepts (AMC) Modern IT ("Consultant"). City and Consultant are sometimes referred to as the "Party" and collectively as the "Parties."

RECITALS

WHEREAS, City and Consultant entered into a Professional Services Agreement on October 12, 2022, for Enterprise Architectural Review and ongoing Information Technology Support Services ("Agreement"); and

WHEREAS, the Parties desire to amend the Agreement to amend the termination date of the Agreement;

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, the Parties agree as follows:

Section 1. Term of Agreement.

Section 2 of the Agreement is hereby amended to read as follows:

"The term of this Agreement shall be from the Effective Date through October 13, 2026, unless sooner terminated as provided in Section 12 of this Agreement or extended."

Section 2. Agreement in Full Force and Effect.

Except as expressly modified by this Amendment, all other provisions of the Agreement shall remain in full force and effect. In the event of a conflict between the provisions of this Amendment and the provisions of the Agreement, the provisions of this Amendment shall control.

TO EFFECTUATE THIS AMENDMENT, the Parties have caused their duly authorized representatives to execute this Amendment to the Agreement as of the date written above.

City: City of Maywood

**Consultant: Advanced Microcomputing
Concepts (AMC) Modern IT**

By: _____
Jennifer Vasquez, City Manager

By: _____
Anthony Chiappetta, CEO/President

ATTEST:

Miguel Leon, Deputy City Clerk

APPROVED AS FORM:

Roxanne Diaz, City Attorney

PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement ("Agreement") is dated October 13, 2022 ("Effective Date") and is between the City of Maywood, a California municipal corporation ("City") and Advanced Microcomputing Concepts (AMC) Modern IT ("Consultant"). City and Consultant are sometimes referred to herein as the "Parties", and individually as a "Party".

RECITALS

A. City desires to utilize the services of Consultant as an independent Contractor to perform an Enterprise Architectural Review and Information Technology Support Services set forth in the Agreement.

B. Consultant represents that it is fully qualified to perform such services by virtue of its experience and the training, education and expertise of its principals and employees.

C. City desires to retain Consultant and Consultant desires to serve City to perform these services in accordance with the terms and conditions of this Agreement.

The Parties therefore agree as follows:

1. Consultant's Services.

A. Scope of Services. Consultant shall perform the services described in the Scope of Services (the "Services"), attached as **Exhibit A**. City may request, in writing, changes in the Scope of Services to be performed. Any changes mutually agreed upon by the Parties, and any increase or decrease in compensation, shall be incorporated by written amendments to this Agreement.

B. Party Representatives. For the purposes of this Agreement, the City Representative shall be the City Manager, or such other person designated in writing by the City Manager (the "City Representative"). For the purposes of this Agreement, the Consultant Representative shall be Tony Chiappetta (the "Consultant Representative"). The Consultant Representative shall directly manage Consultant's Services under this Agreement. Consultant shall not change the Consultant Representative without City's prior written consent.

C. Time for Performance. Consultant shall commence the Services on the Effective Date and shall perform all Services by the deadline established by the City Representative or, if no deadline is established, with reasonable diligence.

D. Standard of Performance. Consultant shall perform all Services under this Agreement in accordance with the standard of care generally exercised by like

professionals under similar circumstances and in a manner reasonably satisfactory to City.

E. Personnel. Consultant has, or will secure at its own expense, all personnel required to perform the Services required under this Agreement. All of the Services required under this Agreement shall be performed by Consultant or under its supervision, and all personnel engaged in the work shall be qualified to perform such Services.

F. Compliance with Laws. Consultant shall comply with all applicable federal, state and local laws, ordinances, codes, regulations and requirements.

G. Permits and Licenses. Consultant shall obtain and maintain during the Agreement term all necessary licenses, permits and certificates required by law for the provision of Services under this Agreement, including a business license.

2. Term of Agreement. The term of this Agreement shall be from the Effective Date through October 13, 2025, unless sooner terminated as provided in Section 12 of this Agreement or extended.

3. Compensation.

A. Compensation. As full compensation for Scope of Services satisfactorily rendered, City agrees to compensate Consultant, and Consultant agrees to accept in full satisfaction for the services required by this Agreement, an amount not exceed \$43,560.00 annually for Services described as IT Management and Support related services and \$3,630 for the Services described as an Enterprise Architectural Review, as more particularly described in **Exhibit B** ("Compensation"). Said Compensation shall constitute reimbursement of Consultant's fee for the services as well as the actual cost of any staff time, other direct or indirect costs or fees, including the work of employees, consultants and subcontractors, equipment, materials, and supplies necessary to provide the service (including all labor, materials, delivery, tax, assembly, and installation, as applicable). In no event shall the Consultant be paid more than \$ 134,310.00, which includes expenses and additional services (if any) during the term of this Agreement ("Maximum Compensation").

B. Expenses. The City will not reimburse Consultant for any expenses, unless expenses are agreed upon in advance in writing by both parties and/or set forth in **Exhibit B**.

C. Unauthorized Services and Expenses. City will not pay for any services not specified in the Scope of Services, unless the City Council or the City Representative, if applicable, and the Consultant Representative authorize such services in writing prior to Consultant's performance of those services or incurrence of additional expenses. Any additional services or expenses authorized by the City Council, or the City Representative shall be compensated at the rates set forth in

Exhibit B, or, if not specified, at a rate mutually agreed to by the Parties. City shall make payment for additional services and expenses in accordance with Section 4 of this Agreement.

4. Method of Payment.

A. Invoices. Consultant shall submit to City an invoice, on a monthly basis, for the Services performed pursuant to this Agreement. Each invoice shall itemize the Services rendered during the billing period, hourly rates charged, if applicable, and the amount due. City shall review each invoice and notify Consultant in writing within ten Business days of receipt of any disputed invoice amounts.

B. Payment. City shall pay all undisputed invoice amounts within 30 calendar days after receipt up to the Maximum Compensation set forth in Section 3 of this Agreement or within such other reasonable time dependent on the City's warrant run procedures. City does not pay interest on past due amounts. City shall not withhold federal payroll, state payroll or other taxes, or other similar deductions, from payments made to Consultant. Notwithstanding the preceding sentence, if Consultant is a nonresident of California, City will withhold the amount required by the Franchise Tax Board pursuant to Revenue and Taxation Code Section 18662 and applicable regulations.

C. Audit of Records. Consultant shall make all records, invoices, time cards, cost control sheets and other records maintained by Consultant in connection with this Agreement available during Consultant's regular working hours to City for review and audit by City.

5. Independent Contractor. Consultant is, and shall at all times remain as to City, a wholly independent Contractor. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its officers, agents or employees are in any manner employees of City.

6. Information and Documents.

A. Consultant covenants that all data, reports, documents, discussion, or other information (collectively "Data") developed or received by Consultant or provided for performance of this Agreement are deemed confidential and shall not be disclosed or released by Consultant without prior written authorization by City. City shall grant such authorization if applicable law requires disclosure. Consultant, its officers, employees, agents, or subconsultants shall not without written authorization from the City Manager or unless requested in writing by the City Attorney, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the work performed under this Agreement or relating to

any project or property located within the City. Response to a subpoena or court order shall not be considered "voluntary," provided Consultant gives City notice of such court order or subpoena.

B. Consultant shall promptly notify City should Consultant, its officers, employees, agents or subconsultants be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the work performed thereunder or with respect to any project or property located within the City. City may, but has no obligation to, represent Consultant or be present at any deposition, hearing or similar proceeding. Consultant agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Consultant. However, City's right to review any such response does not imply or mean the right by City to control, direct or rewrite the response.

C. All Data required to be furnished to City in connection with this Agreement shall become City's property, and City may use all or any portion of the Data submitted by Consultant as City deems appropriate. Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, designs, drawings, maps, models, computer files containing data generated for the Services, surveys, notes, and other documents prepared in the course of providing the Services shall become City's sole property and may be used, reused or otherwise disposed of by City without Consultant's permission. Consultant may take and retain copies of the written products as desired, but the written products shall not be the subject of a copyright application by Consultant.

D. Consultant's covenants under this Section shall survive the expiration or termination of this Agreement.

7. Conflicts of Interest. Consultant and its officers, employees, associates and subconsultants, if any, shall comply with all conflict of interest statutes of the State of California applicable to Consultant's Services under this Agreement, including the Political Reform Act (Gov. Code § 81000, *et seq.*) and Government Code Section 1090. During the term of this Agreement, Consultant may perform similar Services for other clients, but Consultant and its officers, employees, associates and subconsultants shall not, without the City Representative's prior written approval, perform work for another person or entity for whom Consultant is not currently performing work that would require Consultant or one of its officers, employees, associates or subconsultants to abstain from a decision under this Agreement pursuant to a conflict of interest statute. Consultant shall incorporate a clause substantially similar to this Section into any subcontract that Consultant executes in connection with the performance of this Agreement.

8. Indemnification, Hold Harmless, and Duty to Defend.

A. Indemnities.

1) To the fullest extent permitted by law, Consultant shall, at its sole cost and expense, defend, hold harmless and indemnify City and its elected officials, officers, attorneys, agents, employees, designated volunteers, successors, assigns and those City agents serving as independent Consultants in the role of City officials (collectively "Indemnitees"), from and against any and all damages, costs, expenses, liabilities, claims, demands, causes of action, proceedings, expenses, judgments, penalties, liens, and losses of any nature whatsoever, including fees of accountants, attorneys, or other professionals and all costs associated therewith and the payment of all consequential damages (collectively "Liabilities"), in law or equity, whether actual, alleged or threatened, which arise out of, are claimed to arise out of, pertain to, or relate to the acts or omissions of Consultant, its officers, agents, servants, employees, subconsultants, materialmen, consultants or their officers, agents, servants or employees (or any entity or individual that Consultant shall bear the legal liability thereof) in the performance of this Agreement, including the Indemnitees' active or passive negligence, except for Liabilities arising from the sole negligence or willful misconduct of the Indemnitees as determined by court decision or by the agreement of the Parties. Consultant shall defend the Indemnitees in any action or actions filed in connection with any Liabilities with counsel of the Indemnitees' choice, and shall pay all costs and expenses, including all attorneys' fees and experts' costs actually incurred in connection with such defense. Consultant shall reimburse the Indemnitees for any and all legal expenses and costs incurred by Indemnitees in connection therewith.

2) Consultant shall pay all required taxes on amounts paid to Consultant under this Agreement, and indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent Consultant relationship created by this Agreement. Consultant shall fully comply with the workers' compensation law regarding Consultant and Consultant's employees. Consultant shall indemnify and hold City harmless from any failure of Consultant to comply with applicable workers' compensation laws. City may offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this subparagraph A.2).

3) Consultant shall obtain executed indemnity agreements with provisions identical to those in this Section from each and every subconsultant or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. If Consultant fails to obtain such indemnity obligations, Consultant shall be fully responsible and indemnify, hold harmless and defend the Indemnitees from and against any and all Liabilities at law or in equity, whether actual,

alleged or threatened, which arise out of, are claimed to arise out of, pertain to, or relate to the acts or omissions of Consultant's subconsultant, its officers, agents, servants, employees, subconsultants, materialmen, consultants or their officers, agents, servants or employees (or any entity or individual that Consultant's subconsultant shall bear the legal liability thereof) in the performance of this Agreement, including the Indemnitees' active or passive negligence, except for Liabilities arising from the sole negligence or willful misconduct of the Indemnitees as determined by court decision or by the agreement of the Parties.

B. Workers' Compensation Acts not Limiting. Consultant's indemnifications and obligations under this Section, or any other provision of this Agreement, shall not be limited by the provisions of any workers' compensation act or similar act. Consultant expressly waives its statutory immunity under such statutes or laws as to City, its officers, agents, employees and volunteers.

C. Insurance Requirements not Limiting. City does not, and shall not, waive any rights that it may possess against Consultant because of the acceptance by City, or the deposit with City, of any insurance policy or certificate required pursuant to this Agreement. The indemnities in this Section shall apply regardless of whether or not any insurance policies are determined to be applicable to the Liabilities, tax, assessment, penalty or interest asserted against City.

D. Survival of Terms. Consultant's indemnifications and obligations under this Section shall survive the expiration or termination of this Agreement.

9. Insurance.

A. Minimum Scope and Limits of Insurance. Consultant shall procure and at all times during the term of this Agreement carry, maintain, and keep in full force and effect, insurance as follows:

1) Commercial General Liability Insurance with a minimum limit of \$1,000,000.00 per occurrence for bodily injury, personal injury and property damage and a general aggregate limit of \$1,000,000.00 per project or location. If Consultant is a limited liability company, the commercial general liability coverage shall be amended so that Consultant and its managers, affiliates, employees, agents and other persons necessary or incidental to its operation are insureds.

2) Automobile Liability Insurance for any owned, non-owned or hired vehicle used in connection with the performance of this Agreement with a combined single limit of \$1,000,000.00 per accident for bodily injury and property damage. If Consultant does not use any owned, non-owned or hired vehicles in the performance of Services under this Agreement, Consultant shall provide insurance in the amount required by California law.

3) Workers' Compensation Insurance as required by the State of California and Employer's Liability Insurance with a minimum limit of \$1,000,000.00 per accident for bodily injury or disease. If Consultant has no employees while performing Services under this Agreement, workers' compensation policy is not required, but Consultant shall execute a declaration that it has no employees.

4) Cyber Liability Insurance. Consultant shall procure and maintain Cyber Liability insurance with a minimum limit of \$1,000,000.00 per occurrence/loss which shall include the following coverage:

- Liability arising from theft, dissemination and/or use of confidential or personally identifiable information; including credit monitoring and regulatory fines arising from such theft, dissemination or use of confidential information.
- Network security liability arising from the unauthorized use of access to or tampering with computer systems.
- Liability arising from the failure of technology products (software) required under the contract for Consultant to properly perform the services intended.
- Electronic Media Liability arising from personal injury, plagiarism or misappropriation of ideas, domain name infringement or improper dee-linking of framing, and infringement or violation of intellectual property rights.
- Liability arising from the failure to render professional services.

B. Acceptability of Insurers. The insurance policies required under this Section shall be issued by an insurer authorized to write insurance in the State of California with a rating of A:VII or better in the latest edition of the A.M. Best Insurance Rating Guide or such other rating as approved by the City Manager. Self insurance shall not be considered to comply with the insurance requirements under this Section.

C. Additional Insured. The general liability policy shall contain an endorsement naming City and its elected and appointed officials, officers, employees, agents and volunteers as additional insureds. This provision shall also apply to any excess/umbrella liability policies.

D. Primary and Non-Contributing. The insurance policies required under this Section shall apply on a primary non-contributing basis in relation to any other insurance or self-insurance available to City. Any insurance or self-insurance maintained by City, its elected and appointed officials, officers, employees, agents or volunteers, shall be in excess of Consultant's insurance and shall not contribute with it.

E. Consultant's Waiver of Subrogation. The insurance policies required under this Section shall not prohibit Consultant and Consultant's employees, agents or

subconsultants from waiving the right of subrogation prior to a loss. Consultant hereby waives all rights of subrogation against City.

F. Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by City. At City's option, Consultant shall either reduce or eliminate the deductibles or self-insured retentions with respect to City, or Consultant shall procure a bond guaranteeing payment of losses and expenses.

G. Cancellations or Modifications to Coverage. Consultant shall not cancel, reduce or otherwise modify the insurance policies required by this Section during the term of this Agreement. The commercial general and automobile liability policies required under this Agreement shall be endorsed to state that should the issuing insurer cancel the policy before the expiration date, the issuing insurer will endeavor to mail 30 days' prior written notice to City. If any insurance policy required under this Section is canceled or reduced in coverage or limits, Consultant shall, within two Business Days of notice from the insurer, phone, fax or notify City via certified mail, return receipt requested, of the cancellation of or changes to the policy.

H. City Remedy for Noncompliance. If Consultant does not maintain the policies of insurance required under this Section in full force and effect during the term of this Agreement, or in the event any of Consultant's policies do not comply with the requirements under this Section, City may either immediately terminate this Agreement or, if insurance is available at a reasonable cost, City may, but has no duty to, take out the necessary insurance and pay, at Consultant's expense, the premium thereon. Consultant shall promptly reimburse City for any premium paid by City or City may withhold amounts sufficient to pay the premiums from payments due to Consultant.

I. Evidence of Insurance. Prior to the performance of Services under this Agreement, Consultant shall furnish City's Risk Manager or such other official designed by the City Manager with a certificate or certificates of insurance and all original endorsements evidencing and effecting the coverages required under this Section. The endorsements are subject to City's approval. Consultant may provide complete, certified copies of all required insurance policies to City. Consultant shall maintain current endorsements on file with City's Risk Manager. Consultant shall provide proof to City's Risk Manager that insurance policies expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Consultant shall furnish such proof at least two weeks prior to the expiration of the coverages.

J. Indemnity Requirements not Limiting. Procurement of insurance by Consultant shall not be construed as a limitation of Consultant's liability or as full performance of Consultant's duty to indemnify City under Section 8 of this Agreement.

K. SubConsultant Insurance Requirements. Consultant shall require each of its subconsultants that perform Services under this Agreement to maintain insurance coverage that meets all of the requirements of this Section.

10. Mutual Cooperation.

A. City's Cooperation. City shall provide Consultant with all pertinent Data, documents and other requested information as is reasonably available for Consultant's proper performance of the Services required under this Agreement.

B. Consultant's Cooperation. In the event any claim or action is brought against City relating to Consultant's performance of Services rendered under this Agreement, Consultant shall render any reasonable assistance that City requires.

11. Records and Inspections. Consultant shall maintain complete and accurate records with respect to time, costs, expenses, receipts, correspondence, and other such information required by City that relate to the performance of the Services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Consultant shall provide free access to City, its designees and representatives at reasonable times, and shall allow City to examine and audit the books and records, to make transcripts therefrom as necessary, and to inspect all work, data, documents, proceedings and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of three years after receipt of final payment.

12. Termination of Agreement.

A. Right to Terminate. City may terminate this Agreement at any time, at will, for any reason or no reason, after giving written notice to Consultant at least ten calendar days before the termination is to be effective. Consultant may terminate this Agreement at any time, at will, for any reason or no reason, after giving written notice to City at least 60 calendar days before the termination is to be effective.

B. Obligations upon Termination. Consultant shall cease all work under this Agreement on or before the effective date of termination specified in the notice of termination. In the event of City's termination of this Agreement due to no fault or failure of performance by Consultant, City shall pay Consultant based on the percentage of work satisfactorily performed up to the effective date of termination. In no event shall Consultant be entitled to receive more than the amount that would be paid to Consultant for the full performance of the Services required by this Agreement. Consultant shall have no other claim against City by reason of such termination, including any claim for compensation.

13. Force Majeure. Consultant shall not be liable for any failure to perform its obligations under this Agreement if Consultant presents acceptable evidence, in City's sole judgment, that such failure was due to acts of God, embargoes, inability to obtain labor or materials or reasonable substitutes for labor or materials, governmental restrictions, governmental regulations, governmental controls, judicial orders, enemy or hostile governmental action, civil commotion, fire or other casualty, or other causes beyond Consultant's reasonable control and not due to any act by Consultant.

14. Default.

A. Consultant's failure to comply with the provisions of this Agreement shall constitute a default. In the event that Consultant is in default for cause under the terms of this Agreement, City shall have no obligation or duty to continue compensating Consultant for any work performed after the date of default.

B. In addition to the right to terminate pursuant to Section 12, if the City Manager determines that Consultant is in default in the performance of any of the terms or conditions of this Agreement, City shall serve Consultant with written notice of the default. Consultant shall have ten calendar days after service upon it of the notice in which to cure the default by rendering a satisfactory performance. In the event that Consultant fails to cure its default within such period of time, City may, notwithstanding any other provision of this Agreement, terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement.

15. Notices. Any notice, consent, request, demand, bill, invoice, report or other communication required or permitted under this Agreement shall be in writing and conclusively deemed effective: (a) on personal delivery, (b) on confirmed delivery by courier service during Consultant's and City's regular business hours, or (c) three Business Days after deposit in the United States mail, by first class mail, postage prepaid, and addressed to the Party to be notified as set forth below:

If to City:
Attn: City Manager
City of Maywood
4319 East Slauson Ave
Maywood, California 90270

If to Consultant:
Attn: Anthony Chiappetta
AMC Modern IT
2100 Arrow Hwy
La Verne, California 91750
Telephone: (877) 715-5262

16. Non-Discrimination and Equal Employment Opportunity. In the performance of this Agreement, Consultant shall not discriminate against any employee, subconsultant or applicant for employment because of race, color, religious creed, sex, gender, gender identity, gender expression, marital status, national origin, ancestry, age, physical disability, mental disability, medical condition, genetic information, sexual orientation or other basis prohibited by law. Consultant will take affirmative action to

ensure that subconsultants and applicants are employed, and that employees are treated during employment, without regard to their race, color, religious creed, sex, gender, gender identity, gender expression, marital status, national origin, ancestry, age, physical disability, mental disability, medical condition, genetic information or sexual orientation.

17. Prohibition of Assignment and Delegation. Consultant shall not assign any of its rights or delegate any of its duties under this Agreement, either in whole or in part, without City's prior written consent. City's consent to an assignment of rights under this Agreement shall not release Consultant from any of its obligations or alter any of its primary obligations to be performed under this Agreement. Any attempted assignment or delegation in violation of this Section shall be void and of no effect and shall entitle City to terminate this Agreement. As used in this Section, "assignment" and "delegation" means any sale, gift, pledge, hypothecation, encumbrance or other transfer of all or any portion of the rights, obligations, or liabilities in or arising from this Agreement to any person or entity, whether by operation of law or otherwise, and regardless of the legal form of the transaction in which the attempted transfer occurs.

18. No Third-Party Beneficiaries Intended. This Agreement is made solely for the benefit of the Parties to this Agreement and their respective successors and assigns, and no other person or entity may have or acquire a right by virtue of this Agreement.

19. Waiver. No delay or omission to exercise any right, power or remedy accruing to City under this Agreement shall impair any right, power or remedy of City, nor shall it be construed as a waiver of, or consent to, any breach or default. No waiver of any breach, any failure of a condition, or any right or remedy under this Agreement shall be (1) effective unless it is in writing and signed by the Party making the waiver, (2) deemed to be a waiver of, or consent to, any other breach, failure of a condition, or right or remedy, or (3) deemed to constitute a continuing waiver unless the writing expressly so states.

20. Final Payment Acceptance Constitutes Release. The acceptance by Consultant of the final payment made under this Agreement shall operate as and be a release of City from all claims and liabilities for compensation to Consultant for anything done, furnished or relating to Consultant's work or services. Acceptance of payment shall be any negotiation of City's check or the failure to make a written extra compensation claim within ten calendar days of the receipt of that check. However, approval or payment by City shall not constitute, nor be deemed, a release of the responsibility and liability of Consultant, its employees, subconsultants and agents for the accuracy and competency of the information provided and/or work performed; nor shall such approval or payment be deemed to be an assumption of such responsibility or liability by City for any defect or error in the work prepared by Consultant, its employees, subconsultants and agents.

21. Corrections. In addition to the above indemnification obligations, Consultant shall correct, at its expense, all errors in the work which may be disclosed during City's review of Consultant's report or plans. Should Consultant fail to make such correction in a reasonably timely manner, such correction may be made by City, and the cost thereof shall be charged to Consultant. In addition to all other available remedies, City may deduct the cost of such correction from any retention amount held by City or may withhold payment otherwise owed Consultant under this Agreement up to the amount of the cost of correction.

22. Non-Appropriation of Funds. Payments to be made to Consultant by City for services performed within the current fiscal year are within the current fiscal budget and within an available, unexhausted fund. In the event that City does not appropriate sufficient funds for payment of Consultant's services beyond the current fiscal year, this Agreement shall cover payment for Consultant's services only to the conclusion of the last fiscal year in which City appropriates sufficient funds and shall automatically terminate at the conclusion of such fiscal year.

23. Exhibits. Exhibits A and B constitute a part of this Agreement and are incorporated into this Agreement by this reference. If any inconsistency exists or arises between a provision of this Agreement and a provision of any exhibit, or between a provision of this Agreement and a provision of Consultant's proposal, the provisions of this Agreement shall control.

24. Entire Agreement and Modification of Agreement. This Agreement and all exhibits referred to in this Agreement constitute the final, complete and exclusive statement of the terms of the agreement between the Parties pertaining to the subject matter of this Agreement and supersede all other prior or contemporaneous oral or written understandings and agreements of the Parties. No Party has been induced to enter into this Agreement by, nor is any Party relying on, any representation or warranty except those expressly set forth in this Agreement. This Agreement may not be amended, nor any provision or breach hereof waived, except in a writing signed by both Parties.

25. Headings. The headings in this Agreement are included solely for convenience of reference and shall not affect the interpretation of any provision of this Agreement or any of the rights or obligations of the Parties to this Agreement.

26. Word Usage. Unless the context clearly requires otherwise, (a) the words "shall," "will" and "agrees" are mandatory and "may" is permissive; (b) "or" is not exclusive; and (c) "includes" or "including" are not limiting.

27. Time of the Essence. Time is of the essence in respect to all provisions of this Agreement that specify a time for performance; provided, however, that the foregoing shall not be construed to limit or deprive a Party of the benefits of any grace or use period allowed in this Agreement.

28. Business Days. "Business days" means days Maywood City Hall is open for business.

29. Governing Law and Choice of Forum. This Agreement, and any dispute arising from the relationship between the Parties to this Agreement, shall be governed by and construed in accordance with the laws of the State of California, except that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not be applied in interpreting this Agreement. Any dispute that arises under or relates to this Agreement (whether contract, tort or both) shall be resolved in a superior court with geographic jurisdiction over the City of Maywood.

30. Attorneys' Fees. In any litigation or other proceeding by which a Party seeks to enforce its rights under this Agreement (whether in contract, tort or both) or seeks a declaration of any rights or obligations under this Agreement, the prevailing Party shall be entitled to recover all attorneys' fees, experts' fees, and other costs actually incurred in connection with such litigation or other proceeding, in addition to all other relief to which that Party may be entitled.

31. Severability. If a court of competent jurisdiction holds any provision of this Agreement to be illegal, invalid or unenforceable for any reason, the validity of and enforceability of the remaining provisions of this Agreement shall not be affected and continue in full force and effect.

32. Counterparts. This Agreement may be executed in multiple counterparts, all of which shall be deemed an original, and all of which will constitute one and the same instrument.

33. Corporate Authority. Each person executing this Agreement on behalf of his or her Party warrants that he or she is duly authorized to execute this Agreement on behalf of that Party and that by such execution, that Party is formally bound to the provisions of this Agreement.

[SIGNATURE PAGE FOLLOWS]

The Parties, through their duly authorized representatives are signing this Agreement on the date stated in the introductory clause.

City:

City of Maywood,
a California municipal corporation

Consultant:

Advanced Microcomputing Concepts
(AMC) Modern IT

By: _____

Heber Marquez
Mayor of the City of Maywood

By: _____

Name: Anthony Chiappetta
Title: CEO/President

ATTEST:

By: _____

Andrea Aguilar, City Clerk

APPROVED AS TO FORM:

By: _____

Roxanne Diaz, City Attorney

EXHIBIT A

SCOPE OF SERVICES

THE AMC DIRECTOR OF OPERATIONS – MARISSA CHIAPPETTA



Marissa initially began professional career as a teacher with the Charter Oak School District nearly 20 years ago. She utilizes her multiple degrees in Economics and Counseling Psychology to improve the processes, efficiencies, and team management of two Fortune 500 companies.

Marissa manages all technical resources at AMC for the best client experience and most efficient outcome.

V. ORGANIZATIONAL CHART

In an effort to protect the confidentiality of our people and intellectual property, we will gladly provide this in private as part of an interview or other more personalized discussion. Each delivery areas has multiple people in the roles and success is not tied to or dictated by a single team member.

This team approach is accomplished by our process for documentation. Our documentation is standardized so that no client data or information is the tribal knowledge of an individual, instead it is blended across our departments using or proprietary documentation framework and systems.

VI. PROOF OF REQUIRED LICENSES

The company shall furnish all necessary proof of insurance and licenses as requested by the City.

APPROACH TO SCOPE SERVICES

The first 30 days will consist of multiple AMC personnel onsite as we perform a complete discovery of the City of Maywood's IT Environment, Vendors, and Contracts. We call this the 'Modernization Process' it results in a thorough Enterprise Architectural Review and is what allows us to create a comprehensive strategy for each item requested in the City's RFP and more.

The process is part of our Onboarding and it is how we start our engagement and begins our IT Support Services.

We find that most organizations have many different vendors for different IT services. These individual vendors provide 'islands' of point solutions in IT the each have their own set of requirements, training and do not always integrate and work well with each other.

The Many Islands of Point Solutions in IT



The Challenge of Many Islands

- Complexity
 - Time Consuming to Manage
 - Little Synergy Between Systems
 - Although Islands Work Together, but are not Integrated and sometimes overlap
 - Potential for Conflict
 - Finger Pointing puts YOU in the Middle of Endless Loop
 - Difficult to train and onboard staff members to fully utilize on so many systems
- Cost
 - Individual Vendors Each Cost More
 - Human Capital Costs for Onboarding and Leveraging Disparate Systems
- Opportunity exists to Consolidate
 - Reduce complexity and costs
 - Increase stability, productivity and security with local hands-on support and partnership

So how do we go from this?

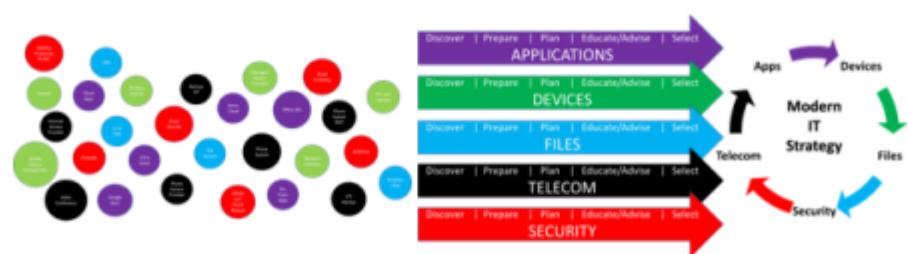


To this?

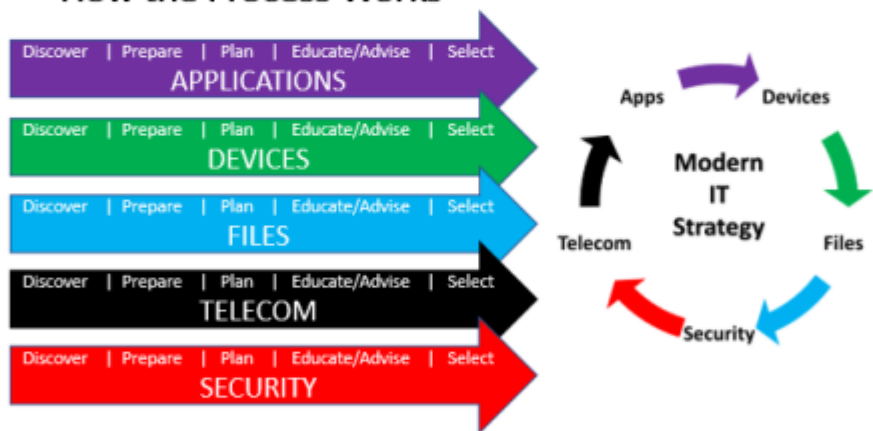


A COHESIVE STRATEGY WITH LESS VENDORS, COMPLEXITY, AND COSTS TO PROVIDE BETTER STABILITY, SECURITY, PRODUCTIVITY AND SUPPORTABILITY

With a Proven Process



How the Process Works



The AMC Modernization Process consists of these 8 components:

1. The Modern IT Cloud Strategy
2. The Modern IT Helpdesk
3. The Cloud Security System
4. The Cloud Management System
5. The Secure Onboard/Offboard Process
6. The Modern Team Enablement
7. The Technology Strategist
8. Cloud Services powered by the Microsoft Cloud

The Modern IT Strategy

1. Complete discovery of both the organization and how it uses technology – we look in every nook and cranny of your environment and typically find stuff that you don't even know is there! This discovery allows us to create the perfect plan for both execution AND communication.
2. Remove as many servers (virtual/physical/onsite/offsite) as possible from your system.
3. If you have servers hosting email and files – move them to the cloud.
4. If you have Windows apps that are not web-based – move them to the cloud (it is not hard).
5. If you have a hodge-podge of cloud services – consolidate them under a single cloud system.
6. Move your phone system to the cloud as soon as possible.
7. Update your local area network: your ISP router, firewall, switch and wireless access points older than 5 years.
8. Replace your computers older than 5 years, preferably laptops for business continuity planning.
9. Update all of your computers to the latest build of Windows 10, preferably the Enterprise edition.
10. Update Microsoft Office to the latest version.
11. Setup connect/sync/copy controls for all computers, devices and apps accessing company data.
12. Setup compliance controls for computers, devices and apps requiring a baseline security standard prior to permitting connect/copy/sync access to company data.
13. Manage company data so it doesn't leave when an employee leaves on their personal devices.
14. Quickly and continuously update your team's skills in an exciting and fun way to drive collaboration, efficiency and innovation – as they don't know what they don't know until learn.
15. Reduce emails, meetings, and stress, increase uninterrupted focus time, team collaboration and job satisfaction.

The Modern IT Helpdesk: smart support to get your users unstuck and enlightened

1. Unlimited IT on all users, on all their computers, mobile devices, mobile apps, web apps, phones (if applicable) connecting into our cloud services 365 days a year.
2. When a reboot or a quick Google search won't solve a computer problem, give all your users the ability to call computer experts who do this work all day long.
3. Stop inefficient work by having users slowly trying to solve computer problems themselves for which they have no training or little experience.
4. Stop a single computer issue from dragging two employees when one calls the other to fix a problem.
5. Give your users access to trained/certified/experienced computer support resources than can show them better more efficient way to do things – in addition to solving their computer problem.
6. Free up your full-time in-house IT professionals to work on higher-value business projects instead of constant distraction of helpdesk issues.
7. Increase security by reducing the number of internal employees that have administrative access to IT systems.

The Cloud Management System: your system is talking to you, are you listening?

1. Cloud services throw off hundreds of alerts monthly and must be monitored and reviewed with ticketed process to prevent unexpected changes which can negatively impact users and create unplanned work.
2. Cloud services require logging into many different portal dashboards (similar to logging into individual servers) and must be reviewed on a ticketed routine basis with a checklist template for each client every month.
3. Cloud service portal dashboards to manage: service health or degradation alerts, plan for changes alerts, prevent and fix alerts, device compliance failure alerts, device configuration failure alerts.
4. Dashboards are NEVER green across the board – they always have issues to tend to.
5. Alerts that simply fire off emails are useless and only create noise.
6. Experienced alert management means critical/meaningful alerts are converted to tickets and reviewed and remediated while noisy alerts are ignored.
7. Cloud service management is a two ticket process: one cloud engineer reviews the portal dashboards for items that need action and closes the ticket, while another cloud engineer remediates the issues.

The Cloud Security System: keeping your data secure, protected, private and under your control.

1. Cloud security systems are extremely advanced, have lots of options and toggles, and create lots of warning and alerts.
2. Cloud security systems must be methodically monitored and reviewed in a ticketed process to prevent or remediate security breaches which can hurt your business.
3. Many different portal dashboards must be reviewed on a routine basis with a checklist template for each client every month.
4. Cloud security services to manage: identity threat alerts, suspicious device threat alerts, suspicious device or user access alerts, suspicious data access threat alerts, device compliance failure alerts, unusual copy/delete/sharing alerts.
5. Not all alerts can be automatically turned into ticket - some systems need to be manually reviewed.
6. One cloud engineer runs the checklist review process ticket, and one cloud engineers remediate the issues.
7. Enabling and managing multi-factor authentication for all users.
8. Enabling Windows Enterprise OS upgrade if licensed to reduce dependence firewalls, antivirus, spam filters and protect that computer properly no matter where it goes.

The Secure Onboard/Offboard Process: impress new hire and keep data secure.

1. Ticketed checklist template process to smartly and securely setup new employees on a new or existing computer, with the apps they need, connected to the system they need, but only to what they need, and an orientation and training to get them working productively straight away.
2. Ticketed checklist template process to securely turn off employee's access to company IT resources and ensure no data stays with the employee on any personal devices.

The Modern Team Enablement™: technology tools without training means little will change.

1. Updating technology tools without updating user technology skills is meaningless.
2. Your users don't know what they don't know – let's change that.
3. Fun and exciting "quick-hit"/"a-ha" short video sequences to quickly increase the user's technology skills.
4. Every few short videos, users must pass a short quiz to make sure they weren't spacing out.
5. Users earn badges based on how much of the system they use, not based on videos they watch.
6. Uses are ranked on a scoreboard based on points.
7. Training managers easily identify who is taking training seriously and who needs a nag.
8. Increased skills mean increased confidence, smarter work and increased collaboration.
9. Modern collaboration increases innovation and creates a better product for customers.

The Business Technology Strategist: is IT leadership in your business strategy meetings?

1. Unlimited Virtual Chief Technology Officer for your business.
2. Meet with your leadership team at least annually.
3. Understand dangers that must be eliminated, opportunities that must be captured, strengths that must be maximized and how to align your business technology with your business goals.

Cloud Services powered by The Microsoft Cloud: the business technology leader.

1. The technology power behind the AMC Modern IT Solution is the Microsoft Cloud.
2. Microsoft is the #1 technology company and modern IT platform for businesses and municipalities in the world.
3. AMC enjoys a direct and privileged relationship with Microsoft as a Tier 1 cloud solutions partner.
4. All AMC engineers are required to pass a heavy sequence of training and certifications around Microsoft cloud technology.

As we achieve the above modernization, the City will operate on a reliable, secure, scalable foundation. When the City is running securely and reliably, it will not be spending it's time dealing with issues, downtime or security responses.

This creates the space needed for the City to then turn its attention to improving efficiency with the staff and City applications. This is where the promise of Microsoft Robotic Process Automation and PowerBI Dashboard development which will allow the City to do more for it's residents without increasing headcount by:

- **Automating processes and tasks to reduce mundane, error prone work**
- **Creating dashboards to turn City data into information that allows it to make better decisions**

By adopting the above frameworks to improve the productivity of staff, **the City will save on average 4-9 hours per person, per week.**

We welcome the opportunity to discuss interactively if afforded the opportunity to interview.

EXHIBIT B

COMPENSATION

The Business Technology Strategist: is IT leadership in your business strategy meetings?

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COST PROPOSAL

We operate only in flat fees to make our pricing model as predictable as possible.

AMC is pleased to propose a monthly flat rate of \$165 per user to cover all day to day IT Management and Support related services for the City of Maywood.

Based on 22 users at \$165 per month, the flat fee, not to exceed budget is \$3,630 monthly or \$43,560 annually.

Additionally, a flat fee equivalent to one month of service is requested for the AMC Modernization Process (\$3,630) so we may satisfy all aspect of the Enterprise Architectural Review noted in the RFP and prepare a detailed proposal for the City based on the many specifics of the City's needs.

Note: A user is deemed as any employee, elected official, intern or contractor who utilizes a City owned or leased microcomputer and/or has a City email address.

13 | Page

RFP for Enterprise Architectural Review and IT Support Services

The per user, flat rate above is based upon a minimum of 22 users and additional users can be added as necessary at a rate of \$165 per month. This flat rate incorporates all proactive management and support activity associated with day to day operations, **THERE ARE NO ADDITIONAL CHARGES FOR ANY AFTER-HOURS OR OTHERWISE NECESSARY LABOR**, unless it is agreed upon in the strategic budget.

This flat rate includes:

- **Unlimited 24/7 Onsite and Remote Reactive Support** by an entire team of IT professionals
- A full day per month of proactive service visits
- Unlimited management of daily disaster recovery and network monitoring/alerting tasks
- Quarterly and ad-hoc as desired Strategic IT Meetings with the City Department Heads

The benefit of a flat fee, user-based pricing model is many fold:

- City Staff can easily forecast the IT budget as they know how many staff members are on payroll
- A staff member can have multiple machines, laptops, workstations, phones and they are all supported without a need to adjust the agreement or services (saving on hard costs and the high administrative overhead of agreement component and pricing audits)
- Public use machines such as the library workstations or units in the police vehicles are included without having to incorporate additional charges
- An unlimited number of servers and other network devices (such as firewalls, SANs, Wireless Devices) can be supported and added without impacting monthly IT Management and Support costs to the City

Labor costs associated with the strategic budget will be in the form of flat fee projects associated with capital expenditures. These projects are required to be agreed upon via the strategic IT Budget that we will help the City of Maywood create. This budget will be built as a rolling 3-5 year plan and will be presented by the Strategist for discussion as part of the regularly scheduled Strategic Quarterly Meeting with City Staff. During these meetings, the Modern IT Manager will explain the status of any technology or policy that is outside of best practice.

Based on risk to the organization, if it makes sense for the City to align themselves into a best practice we add the agreed upon amount into the budget during a time frame that is desirable. Until that time, AMC Modern IT absorbs all technology related risks associated with the environment and will cover the City of Maywood with all labor necessary to support the IT environment as part of the flat monthly amount.

The Managed Services Onboarding project will require the effort of several staff members to be onsite for a minimum of one month. During this time, we will work to get ahead of reactive support by documenting the environment, comparing the environment against our '400+ point assessment' process, and performing the work to align the City to all tasks that are considered simple changes. Because of the labor-intensive nature of the onboarding process, there is a charge equivalent to 1 month of service associated with an onboarding project.

AMC's service delivery model has given us the ability to provide all requests and end results that the City of Maywood has outlined in the RFP for Enterprise Architectural Review and Information Technology Support Services. Through our discipline to the Modernization Process, we have been able to turn IT Management into a science that allows us to minimize and predict the average amount of reactive support that will be required per endpoint (an endpoint is defined as either a server or workstation).

ACCEPTANCE OF CONDITIONS

AMC Modern IT accepts the conditions of this RFP and the City's Professional Services Agreement. AMC Modern IT is willing and able to execute the contractual requirements of the agreement with City of Maywood.

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 7.

DATE: October 12, 2022

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: MIGUEL LEON, ADMINISTRATIVE ANALYST

SUBJECT: AWARD OF CONTRACT IN THE AMOUNT NOT-TO-EXCEED \$134,310 FOR ENTERPRISE ARCHITECTURAL REVIEW AND INFORMATION TECHNOLOGY SUPPORT SERVICES TO ADVANCED MICROCOMPUTING CONCEPTS (AMC) MODERN IT FOR A THREE YEAR TERM

RECOMMENDATION:

Staff recommends that the City Council award the attached contract to Advanced Microcomputing Concepts (AMC) Modern IT, for the City of Maywood Enterprise Architectural Review and Information Technology Support Services, for the amount not-to-exceed \$134,310 for a three-year term.

BACKGROUND:

On August 11, 2022, the City issued a Request for Proposals (RFP) for an Enterprise Architectural Review and Information Technology (IT) Support Services. The purpose of this Request for Proposals (RFP) was to select the most qualified Consultant to provide an independent comprehensive both an Enterprise Architecture Review as well as the provision of Information Technology Support Services for the City.

The City sought to obtain an Enterprise Architectural (EA) Review to design, implement, and maintain a framework to recommend a common approach for the City's integration of strategic, business and technology management through its "enterprise "architecture" (hardware; applications; infrastructure like supporting voice, data, video and mobile components; security; and data). The City also sought to improve current (IT) Support Services for operating, managing and maintaining the City's computer network and systems hardware, software, and network connectivity services under a Professional Services Agreement. The City received three proposals by September 8, 2022, and by the 4:00 pm deadline. Staff have reviewed the proposals and determined that Advance Microcomputing Concepts (AMC) meets the needs of the City.

The City's existing contract for information technology support services will expire on October 31, 2022.

DISCUSSION:

At the September 08, 2022, deadline, three proposals were received for the Enterprise Architectural Review and Information Technology Support Services, and the results of the proposals are summarized as follows:

Firm Name	Monthly Rate	Annual Cost
1. Advanced Microcomputing Concepts (AMC) Modern IT	\$3,630	\$43,560
2. LKMB Technologies	\$7,220	\$86,640
3. HB Computers	\$7,660	\$91,200

Staff thoroughly reviewed the proposals and found that Advanced Microcomputing Concepts (AMC) Modern IT submitted the lowest bid, fulfilling the specifications and providing optimal (IT) services defined by the current and evolving needs of the City. Based upon the AMC Modern IT proposal, the agency displays an understanding of supporting the City's (IT) needs in areas such as the help desk and support, modernization process, comprehensive monitoring, and the City's wireless network and security. AMC Modern IT demonstrates a clear understanding of the City's requirements to support essential services on account of relying heavily on technology, its (IT) infrastructure, cyber security, and the conditions and functionality of our network systems that have become ever-more necessary.

AMC Modern IT presents comprehensive standards and methods and has a history of assisting various organizations, which include municipalities in Southern California and private-sector and non-profit sector organizations like the Southern California Golf Association (SCGA), Rust-Oleum, Eastman Music company and the California Interscholastic Federation (CIF) Southern Section. Therefore, staff is recommending that the City enter into the agreement with AMC Modern IT for the following services called for in the RFP:

- Task 1: Assessing the "As Is" current technology environment of the City of Maywood.
- Task 2: Providing "End User Services" (EUS) such as desktop support, on-premise or cloud server administration services, network administration services, and network security services as further described in the RFP.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

The costs associated with this agreement will not exceed a) \$43,560.00 annually for information technology support services and b) \$3,630 for a one-time, flat fee for the enterprise architectural review totaling a) + b) = \$47,190 for the first year. The total cost for a three-year contract for the enterprise architectural review and information technology support services is \$134,310.00. Taking the Annual Information Technology Support Service of \$47,190 and dividing it by 12 months, yields a monthly rate of \$3,630 per month. As services will commence from October 2022 through June 2023, equaling 9 months. 8 months times \$3,630 equals \$32,670 plus an additional \$3,630 for the AMC Modernization Process (Task 1 in the Discussion section of this Agenda Item) equals \$36,300.

F.Y. 23-23 Impact: \$32,670	Current F.Y. Budget:
Fund Impacted: 100 - General	Budget adjustment requested:
Source of funds: 410- Administration	Updated Account Budget:
Account Number: 6502 - Information Technology Hardware / Equipment	For fiscal year:

ATTACHMENT(S)

1. RFP Bid Opening Sheet - Enterprise Architectural Review and Information Technology Support Services
2. AMC Modern IT (Proposal) - Enterprise Architectural Review and Information Technology Support Services
3. Professional Services Agreement - AMC Modern IT

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 13.

DATE: December 17, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: NANCY RODRIGUEZ, HR/RISK MANAGER

SUBJECT: CONSIDERATION OF ADOPTING RESOLUTION NO. 6441 APPROVING AN UPDATED COMPREHENSIVE SALARY SCHEDULE FOR FISCAL YEAR 2025-26 IN ACCORDANCE WITH TITLE 2 OF THE CALIFORNIA CODE OF REGULATIONS SECTION 570.5 AND THE CALIFORNIA EMPLOYEES RETIREMENT SYSTEM ("CALPERS")

RECOMMENDATION:

Staff recommends that the City Council adopt Resolution No. 6441 approving and adopting a Comprehensive Salary Schedule for Fiscal Year (FY) 2025-26 in accordance with Title 2 of the California Code of Regulations Section 570.5 and the California Employees Retirement System.

BACKGROUND:

The attached Resolution is being brought to the City Council for adoption to meet the California Public Employees' Retirement System ("CalPERS") financial reporting requirements. The City of Maywood belongs to CalPERS, an agency that manages pension and health benefits for more than two million California public employees, retirees, and their families.

DISCUSSION:

The City Council last adopted the comprehensive salary schedule on July 24, 2024. Since that time, several position classifications and compensation updates affecting the FY 2025–26 salary schedule have been approved individually by the City Council. These actions include the following:

- October 23, 2024: Adoption of Resolution No. 6389 establishing the Associate Planner classification and corresponding salary range.
- March 26, 2025: Adoption of Resolution No. 6408 establishing the Deputy Director of Building and Planning classification and corresponding salary range.
- July 30, 2025: Amendment to the City Manager's salary schedule in accordance with Resolution No. 6428.
- November 19, 2025: Approval of a cost-of-living adjustment (COLA) for non-represented employees, including the Finance Director, Deputy Director of Building and Planning, Deputy City Clerk/Assistant to the City Manager, and Human Resources/Risk Manager. The updated salary schedule reflects the base pay increases effective July 1, 2025, as approved in Resolution No. 6437.

In accordance with CalPERS requirements, any modification to the salary schedule for one employee group

necessitates the adoption of a new comprehensive salary schedule. The attached updated schedule incorporates all previously approved changes for FY 2025–26.

LEGAL REVIEW:

This item has been reviewed by the City Attorney.

FISCAL IMPACT:

There is no fiscal impact. All changes have been previously approved and incorporated into the Adopted FY 2025-26 Operating Budget.

ATTACHMENT(S)

1. Resolution No. 6441 - Comprehensive Pay Schedule
2. Exhibit A - Salary Schedule FY2025-26

RESOLUTION NO. 6441

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAYWOOD APPROVING AND ADOPTING AN UPDATED COMPREHENSIVE SALARY SCHEDULE FOR FISCAL YEAR 2025-26 IN ACCORDANCE WITH TITLE 2 OF THE CALIFORNIA CODE OF REGULATIONS SECTION 570.5 AND THE CALIFORNIA EMPLOYEES' RETIREMENT SYSTEM ("CALPERS").

WHEREAS, the current salary schedule was approved by the City Council on July 24, 2024; and

WHEREAS, since that time, updates to the pay schedules for Fiscal Year 2025–26 have been approved individually by the City Council as follows; and

WHEREAS, on October 23, 2024, the City Council approved Resolution No. 6389 establishing the classification plan for the Associate Planner and adopting the corresponding salary range; and

WHEREAS, on March 26, 2025, the City Council approved Resolution No. 6408 establishing the classification plan for the Deputy Director of Building and Planning and adopting the corresponding salary range; and

WHEREAS, on July 30, 2025, the City Manager's salary schedule was amended in accordance with Resolution No. 6428; and

WHEREAS, on November 19, 2025, the City Council approved a cost-of-living adjustment for non-represented employees, including the Finance Director, Deputy Director of Building and Planning, Deputy City Clerk/Assistant to the City Manager, and Human Resources/Risk Manager. The pay schedule reflects the base pay increases effective July 1, 2025, as approved by the City Council on November 19, 2025 (Resolution No. 6437); and

WHEREAS, based on CalPERS interpretation, each time there is a modification to the salary schedule for any employee group, the City Council must approve and adopt a new comprehensive salary schedule in its entirety; and

WHEREAS, based on CalPERS interpretation, each time there is a modification to the salary schedule for one employee group, the Council must approve and adopt a new salary schedule in its entirety.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MAYWOOD DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1. The recitals set forth above are true and correct and incorporated herein as if set forth in full.

Section 2. The City Council hereby establishes, approves, and adopts the salary schedules attached hereto as Exhibit A for Fiscal Year 2025-26.

Section 3. The City Clerk shall certify the passage and adoption of this Resolution and shall enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED this 17th day of December 2025.

Mayra Aguiluz, Mayor

ATTEST:

Miguel Leon, Deputy City Clerk

APPROVED AS TO FORM:

Roxanne Diaz, City Attorney

I, Miguel Leon, Deputy City Clerk of the City of Maywood, do hereby certify that the foregoing Resolution No. 6441 was adopted at a regular meeting of the City Council of the City of Maywood held on the 17th day of December 2025 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Miguel Leon, Deputy City Clerk

“Exhibit A”

COMPREHENSIVE PAY SCHEDULE



City of Maywood
Classifications and Comprehensive Pay Schedule
Executive, Management, Confidential, Hourly and Elected Officials
Fiscal Year: 2025-2026
Effective July 1, 2025

Resolution No. 6441

Exhibit A

Provisions of Ordinance No. 24-01 New Salary Updates *			
POSITION TITLE	Type		Stipend
Mayor	Elected	Annual	\$ 11,400.00
		Monthly	\$ 950.00
Mayor Pro Tem	Elected	Annual	\$ 11,400.00
		Monthly	\$ 950.00
Councilmembers	Elected	Annual	\$ 11,400.00
		Monthly	\$ 950.00

*The Monthly Base Stipend will be adjusted following the general municipal election scheduled for November 2024, as per Ordinance No. 24-01, which was passed, approved, and adopted on February 28, 2024.

POSITION TITLE	BARGAINING UNIT		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F
Accounting Specialist I	AFSCME	Annual	\$55,371.00	\$ 58,140.00	\$ 61,047.00	\$ 64,099.00	\$ 67,304.00	\$ 70,669.00
		Monthly	\$4,614.25	\$4,845.00	\$5,087.25	\$5,341.58	\$5,608.67	\$5,889.08
		Hourly		\$27.95	\$29.35	\$30.82	\$32.36	\$33.98
Accounting Specialist II	AFSCME	Annual	\$59,985.00	\$ 62,985.00	\$ 66,134.00	\$ 69,441.00	\$ 72,913.00	\$ 76,558.00
		Monthly	\$4,998.75	\$5,248.75	\$5,511.17	\$5,786.75	\$6,076.08	\$6,379.83
		Hourly	\$28.84	\$30.28	\$31.80	\$33.39	\$35.05	\$36.81
Administrative Analyst	AFSCME	Annual	\$69,214.00	\$ 72,675.00	\$ 76,308.00	\$ 80,124.00	\$ 84,130.00	\$ 88,336.00
		Monthly	\$5,767.83	\$6,056.25	\$6,359.00	\$6,677.00	\$7,010.83	\$7,361.33
		Hourly	\$33.28	\$34.94	\$36.69	\$38.52	\$40.45	\$42.47
Administrative Assistance	AFSCME	Annual	\$50,757.00	\$ 53,295.00	\$ 55,960.00	\$ 58,758.00	\$ 61,696.00	\$ 64,781.00
		Monthly	\$4,229.75	\$4,441.25	\$4,663.33	\$4,896.50	\$5,141.33	\$5,398.42
		Hourly	\$24.40	\$25.62	\$26.90	\$28.25	\$29.66	\$31.14
Assistant Planner	AFSCME	Annual	\$65,337.00	\$ 68,604.00	\$ 72,034.00	\$ 75,636.00	\$ 79,418.00	\$ 83,389.00
		Monthly	\$5,444.75	\$5,717.00	\$6,002.83	\$6,303.00	\$6,618.17	\$6,949.08
		Hourly	\$31.41	\$32.98	\$34.63	\$36.36	\$38.18	\$40.09
Associate Planner	AFSCME	Annual	\$76,212.00	\$ 80,022.60	\$ 84,023.73	\$ 88,224.92	\$ 92,636.16	\$ 97,268.00
		Monthly	\$6,351.00	\$6,668.55	\$7,001.98	\$7,352.08	\$7,719.68	\$8,105.67
		Hourly	\$36.64	\$38.47	\$40.40	\$42.42	\$44.54	\$46.76
Building Inspection/Code Compliance Supervisor	AFSCME	Annual	\$97,831.00	\$ 102,723.00	\$ 107,859.00	\$ 113,252.00	\$ 118,914.00	\$ 124,860.00
		Monthly	\$8,152.58	\$8,560.25	\$8,988.25	\$9,437.67	\$9,909.50	\$10,405.00
		Hourly	\$47.03	\$49.39	\$51.86	\$54.45	\$57.17	\$60.03
City Manager	Appointed	Annual	\$223,644.00					
		Monthly	\$18,637.00					
		Hourly	\$107.52					
Code Compliance Officer I	AFSCME	Annual	\$ 58,208.00	\$ 61,119.00	\$ 64,175.00	\$ 67,383.00	\$ 70,753.00	\$ 74,290.00
		Monthly	\$4,850.67	\$5,093.25	\$5,347.92	\$5,615.25	\$5,896.08	\$6,190.83
		Hourly	\$27.98	\$29.38	\$30.85	\$32.40	\$34.02	\$35.72
Community Development Analyst	AFSCME	Annual	\$69,214.00	\$ 72,675.00	\$ 76,308.00	\$ 80,124.00	\$ 84,130.00	\$ 88,336.00
		Monthly	\$5,767.83	\$6,056.25	\$6,359.00	\$6,677.00	\$7,010.83	\$7,361.33
		Hourly	\$33.28	\$34.94	\$36.69	\$38.52	\$40.45	\$42.47
Community Services Liaison	AFSCME	Annual	\$55,371.00	\$ 58,140.00	\$ 61,047.00	\$ 64,099.00	\$ 67,304.00	\$ 70,669.00
		Monthly	\$4,614.25	\$4,845.00	\$5,087.25	\$5,341.58	\$5,608.67	\$5,889.08
		Hourly	\$26.62	\$27.95	\$29.35	\$30.82	\$32.36	\$33.98
Community Services Supervisor	AFSCME	Annual	\$76,759.00	\$ 80,596.95	\$ 84,626.80	\$ 88,858.14	\$ 93,301.04	\$ 97,966.10
		Monthly	\$6,396.58	\$6,716.41	\$7,052.23	\$7,404.84	\$7,775.09	\$8,163.84
		Hourly	\$36.90	\$38.75	\$40.69	\$42.72	\$44.86	\$47.10



City of Maywood
Classifications and Comprehensive Pay Schedule
Executive, Management, Confidential, Hourly and Elected Officials
Fiscal Year: 2025-2026
Effective July 1, 2025

Resolution No. 6441

Exhibit A

POSITION TITLE	BARGAINING UNIT		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F
Customer Service Rep I	AFSCME	Annual	\$46,143.00	\$ 48,450.00	\$ 50,872.00	\$ 53,416.00	\$ 56,087.00	\$ 58,891.00
		Monthly	\$3,845.25	\$4,037.50	\$4,239.33	\$4,451.33	\$4,673.92	\$4,907.58
		Hourly	\$22.18	\$23.29	\$24.46	\$25.68	\$26.96	\$28.31
Customer Service Rep II	AFSCME	Annual	\$48,450.00	\$ 50,872.00	\$ 53,416.00	\$ 56,087.00	\$ 58,891.00	\$ 61,836.00
		Monthly	\$4,037.50	\$4,239.33	\$4,451.33	\$4,673.92	\$4,907.58	\$5,153.00
		Hourly	\$23.29	\$24.46	\$25.68	\$26.96	\$28.31	\$29.73
Deputy City Clerk/ Assistant to the City Manager	MGMT	Annual	\$101,152.48	\$ 106,210.10	\$ 111,520.61	\$ 117,096.64	\$ 122,951.47	\$ 129,099.05
		Monthly	\$8,429.37	\$8,850.84	\$9,293.38	\$9,758.05	\$10,245.96	\$10,758.25
		Hourly	\$48.63	\$51.06	\$53.62	\$56.30	\$59.11	\$62.07
Deputy Director of Building and Planning	EXEC	Annual	\$130,390.35	\$ 136,909.87	\$ 143,755.36	\$ 150,943.13	\$ 158,490.29	\$ 166,414.80
		Monthly	\$10,865.86	\$11,409.16	\$11,979.61	\$12,578.59	\$13,207.52	\$13,867.90
		Hourly	\$62.69	\$65.82	\$69.11	\$72.57	\$76.20	\$80.01
Director of Building and Planning	EXEC	Annual	\$150,230.00	\$ 157,741.50	\$ 165,628.58	\$ 173,910.00	\$ 182,605.50	\$ 191,735.78
		Monthly	\$12,519.17	\$13,145.13	\$13,802.38	\$14,492.50	\$15,217.13	\$15,977.98
		Hourly	\$72.23	\$75.84	\$79.63	\$83.61	\$87.79	\$92.18
Director of Finance	EXEC	Annual	\$157,314.56	\$ 165,180.29	\$ 173,439.30	\$ 182,111.27	\$ 191,216.83	\$ 200,777.67
		Monthly	\$13,109.55	\$13,765.02	\$14,453.28	\$15,175.94	\$15,934.74	\$16,731.47
		Hourly	\$75.63	\$79.41	\$83.38	\$87.55	\$91.93	\$96.53
Executive Assistant	AFSCME	Annual	\$56,271.00	\$ 57,678.00	\$ 60,562.00	\$ 63,590.00	\$ 66,770.00	\$ 70,108.00
		Monthly	\$4,689.25	\$4,806.50	\$5,046.83	\$5,299.17	\$5,564.17	\$5,842.33
		Hourly	\$27.05	\$27.73	\$29.12	\$30.57	\$32.10	\$33.71
Finance Specialist	AFSCME	Annual	\$55,371.00	\$ 58,140.00	\$ 61,047.00	\$ 64,099.00	\$ 67,304.00	\$ 70,669.00
		Monthly	\$4,614.25	\$4,845.00	\$5,087.25	\$5,341.58	\$5,608.67	\$5,889.08
		Hourly	\$26.62	\$27.95	\$29.35	\$30.82	\$32.36	\$33.98
Housing Specialist	AFSCME	Annual	\$63,800.00	\$ 66,990.00	\$ 70,340.00	\$ 73,857.00	\$ 77,549.00	\$ 81,427.00
		Monthly	\$5,316.67	\$5,582.50	\$5,861.67	\$6,154.75	\$6,462.42	\$6,785.58
		Hourly	\$30.67	\$32.21	\$33.82	\$35.51	\$37.28	\$39.15
Human Resources/ Risk Manager	MGMT	Annual	\$105,236.56	\$ 110,498.39	\$ 116,023.31	\$ 121,824.47	\$ 127,915.70	\$ 134,311.48
		Monthly	\$8,769.71	\$9,208.20	\$9,668.61	\$10,152.04	\$10,659.64	\$11,192.62
		Hourly	\$50.59	\$53.12	\$55.78	\$58.57	\$61.50	\$64.57
Parking Enforcement Officer I	AFSCME	Annual	\$33,862.40	\$ 35,555.52	\$ 37,333.30	\$ 39,199.96	\$ 41,159.96	\$ 43,217.96
		Monthly	\$2,821.87	\$2,962.96	\$3,111.11	\$3,266.66	\$3,430.00	\$3,601.50
		Hourly	\$16.28	\$17.09	\$17.95	\$18.85	\$19.79	\$20.78
Parking Enforcement Officer II	AFSCME	Annual	\$46,143.00	\$ 48,450.00	\$ 50,872.00	\$ 53,416.00	\$ 56,087.00	\$ 58,891.00
		Monthly	\$3,845.25	\$4,037.50	\$4,239.33	\$4,451.33	\$4,673.92	\$4,907.58
		Hourly	\$22.18	\$23.29	\$24.46	\$25.68	\$26.96	\$28.31
Public Works Coordinator	AFSCME	Annual	\$69,214.00	\$ 72,675.00	\$ 76,308.00	\$ 80,124.00	\$ 84,130.00	\$ 88,336.00
		Monthly	\$5,767.83	\$6,056.25	\$6,359.00	\$6,677.00	\$7,010.83	\$7,361.33
		Hourly	\$33.28	\$34.94	\$36.69	\$38.52	\$40.45	\$42.47
Public Works Maintenance Worker	AFSCME	Annual	\$33,862.40	\$ 35,555.52	\$ 37,333.30	\$ 39,199.96	\$ 41,159.96	\$ 43,217.96
		Monthly	\$2,821.87	\$2,962.96	\$3,111.11	\$3,266.66	\$3,430.00	\$3,601.50
		Hourly	\$16.28	\$17.09	\$17.95	\$18.85	\$19.79	\$20.78
Public Works Lead Maintenance Worker	AFSCME	Annual	\$59,985.00	\$ 62,985.00	\$ 66,134.00	\$ 69,441.00	\$ 72,913.00	\$ 76,558.00
		Monthly	\$4,998.75	\$5,248.75	\$5,511.17	\$5,786.75	\$6,076.08	\$6,379.83
		Hourly	\$28.84	\$30.28	\$31.80	\$33.39	\$35.05	\$36.81
Public Works Superintendent	AFSCME	Annual	\$69,214.00	\$ 72,675.00	\$ 76,308.00	\$ 80,124.00	\$ 84,130.00	\$ 88,336.00
		Monthly	\$5,767.83	\$6,056.25	\$6,359.00	\$6,677.00	\$7,010.83	\$7,361.33
		Hourly	\$33.28	\$34.94	\$36.69	\$38.52	\$40.45	\$42.47



City of Maywood
Classifications and Comprehensive Pay Schedule
Executive, Management, Confidential, Hourly and Elected Officials
Fiscal Year: 2025-2026
Effective July 1, 2025

Resolution No. 6441

Exhibit A

POSITION TITLE	BARGAINING UNIT		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F
Secretary of Building and Planning	AFSCME	Annual	\$46,143.00	\$ 48,450.00	\$ 50,872.00	\$ 53,416.00	\$ 56,087.00	\$ 58,891.00
		Monthly	\$3,845.25	\$4,037.50	\$4,239.33	\$4,451.33	\$4,673.92	\$4,907.58
		Hourly	\$22.18	\$23.29	\$24.46	\$25.68	\$26.96	\$28.31
Senior Accountant*	AFSCME	Annual	\$ 69,214.00	\$ 72,675.00	\$ 76,309.00	\$ 80,124.00	\$ 84,130.00	\$ 88,337.00
		Monthly	\$ 5,767.83	\$ 6,056.25	\$ 6,359.08	\$ 6,677.00	\$ 7,010.83	\$ 7,361.42
		Hourly	\$ 33.28	\$ 34.94	\$ 36.69	\$ 38.52	\$ 40.45	\$ 42.47
Senior Parking Enforcement Officer	AFSCME	Annual	\$ 48,450.00	\$ 50,872.00	\$ 53,416.00	\$ 56,087.00	\$ 58,891.00	\$ 61,836.00
		Monthly	\$ 4,037.50	\$ 4,239.33	\$ 4,451.33	\$ 4,673.92	\$ 4,907.58	\$ 5,153.00
		Hourly	\$ 23.29	\$ 24.46	\$ 25.68	\$ 26.96	\$ 28.31	\$ 29.73

City of Maywood Part-Time Employees Hourly Salary Ranges Effective January 1, 2025								
PT POSITION TITLE	BARGAINING UNIT		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F
Public Works Maintenance Worker (1000 hours)	n/a	Annual	\$ 18,000.00	\$ 18,900.00	\$ 19,845.00	\$ 20,837.25	\$ 21,879.11	\$ 22,973.07
		Hourly	\$ 18.00	\$ 18.90	\$ 19.85	\$ 20.84	\$ 21.88	\$ 22.97
Parking Enforcement Officer (1000 hours)	n/a	Annual	\$ 18,000.00	\$ 18,900.00	\$ 19,845.00	\$ 20,837.25	\$ 21,879.11	\$ 22,973.07
		Hourly	\$ 18.00	\$ 18.90	\$ 19.85	\$ 20.84	\$ 21.88	\$ 22.97
Community Service Officer (1000 hours)	n/a	Annual	\$ 18,000.00	\$ 18,900.00	\$ 19,845.00	\$ 20,837.25	\$ 21,879.11	\$ 22,973.07
		Hourly	\$ 18.00	\$ 18.90	\$ 19.85	\$ 20.84	\$ 21.88	\$ 22.97
Recreational Leader (1000 hours)	n/a	Annual	\$ 18,000.00	\$ 18,900.00	\$ 19,845.00	\$ 20,837.25	\$ 21,879.11	\$ 22,973.07
		Hourly	\$ 18.00	\$ 18.90	\$ 19.85	\$ 20.84	\$ 21.88	\$ 22.97

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 15.

DATE: December 17, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: JOHN THORNTON, COMMUNITY SERVICES SUPERVISOR

SUBJECT: CONSIDERATION OF APPROVING THE COMMUNITY BENEFIT FUND APPLICATION FROM RIVER IN ACTION IN THE AMOUNT OF \$15,000

RECOMMENDATION:

Staff recommends that the City Council consider the Community Benefit Fund Application from River in Action in the amount of \$15,000.

BACKGROUND:

The Application is dated November 14, 2025, and was received by email from the applicant. The City of Maywood has established a "Community Based Fund" to support community-based programs and activities. Applicant eligibility is determined by the City's Community Benefit Fund Guidelines and Procedures ("Guidelines") for the distribution of funds to eligible organizations that provide community-based programs, community activities and educational activities.

Previously, in fiscal year 2022/2023, the non-profit was awarded \$10,000 to facilitate environmental education programs at Speaker Anthony Rendon Riverfront Park. The programming included guided painting workshops, bird watching, nature walks, plant exploration and environmental engineering workshops.

DISCUSSION:

The applicant, River in Action, is requesting funding to be used to facilitate programming that will help youth understand the unique environmental challenges in their neighborhoods and learn how to best protect their watershed and the surrounding biodiversity. Community members will be receiving art and educational materials to support their engagement and ongoing learning.

Qualification Review

Per the grant guidelines, to apply for a grant under the City Community Benefit Fund, the Eligible Organization must provide a program, service, activity, event or other similar activities that have a benefit to the residents of the City of Maywood or the specified target group within the City by: (i) enhancing the quality of life or the delivery of services in the City; or (ii) providing educational opportunities for the residents of the City. Categories of services and activities eligible for grants include, but are not limited to, educational programs, cultural activities (i.e. music, art, dance, recreation), youth athletics, civic projects, health and safety programs, services sponsored by Maywood community organizations and public services (i.e. senior services, youth programs, health services). If the request relates to a community event, the event must be advertised and open to the public. In addition, per the grant guidelines, grants will be awarded for a maximum amount of no more than \$15,000. After reviewing the grant application, staff finds that the applicant qualifies for funding per the

grant guidelines based on their proposed programming.

River in Action has been in existence since September 11, 2018, and is a nonprofit organization committed to raising awareness about local water systems and fostering connections between youth and the rich biodiversity within their neighborhoods. The organization plays a key role in building community knowledge around the importance of the Los Angeles River to both environmental and public health. Through a variety of programs and services, especially in parks with direct access to the river, River in Action actively engages and supports the residents of Maywood.

Accordingly, based on the documentation provided by the applicant in support of their application, staff recommends that the City Council consider their funding request.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

The City's FY 2025-26 budget includes \$75,000 in the Community Benefit Fund. Since the beginning of the fiscal year, the City Council has approved two (2) applicants totaling \$24,960. The three (3) items presented in this agenda report total \$33,300. If all three items are approved, the remaining available balance in the Community Benefit Fund will be \$16,740.

FY 25-26 Impact: \$15,000	Current F.Y. Budget: \$75,000
Fund Impacted: 100- General Fund	Budget Adjustment Requested: \$0
Source of Funds: 302 - Community Services	Remaining Budget: \$16,740
Account Number 6301 - Community Benefit Fund	For Fiscal Year: 2025/2026

ATTACHMENT(S)

1. 501c3letter_RIA
2. CBF GuidelinesandProceduresRevised2024
3. River in Action Maywood CBF-11_14_2025_App
4. 2025 Q3 Budget JAN-MARCH 30 City of Maywood Community Benefit Fund

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: SEP 11 2018

RIVER IN ACTION DBA RIA
[REDACTED]
DOWNEY, CA 90242-2171

Employer Identification Number:
82-4383041
DLN:
26053647007148
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
August 03, 2018
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

RIVER IN ACTION DBA RIA

Sincerely,

Stephen a. martin

Director, Exempt Organizations
Rulings and Agreements

Letter 947

CITY OF MAYWOOD COMMUNITY BENEFIT FUND GUIDELINES AND PROCEDURES

I. BACKGROUND

The City of Maywood has established a “Community Benefit Fund” to support community based programs and activities.

II. PURPOSE

The purpose of this policy is to provide guidelines and procedures for the distribution of public funds, which will in turn fund community programs, activities and educational activities conduct by Eligible Organizations that meet the requirements and guidelines set forth by the City Council in this policy.

III. ELIGIBILITY AND POLICY

A. Eligible Organizations. The requesting organization must be: (1) a non-profit agency as defined by the Internal revenue Service (IRS) with a tax exempt status of 501(c)(3) and is in good standing in the State of California based in the City or provides programs or services to residents of the City; a school or school-based/affiliated organization located in the City; or other City-based organization such as athletic organizations or community groups (collectively called “Eligible Organizations”); (2) must be in existence prior to submittal of an application; and (3) must have a record of successfully providing the type of service, activity or program for which funding is requested.

B. Eligible Services and Activities. To apply for a grant under the City Community Benefit Fund, the Eligible Organization must provide a program, service, activity, event or other similar activities that have a benefit to the residents of the City of Maywood or the specified target group within the City by: (i) enhancing the quality of life or the delivery of services in the City; or (ii) providing educational opportunities for the residents or students of the City. Categories of services and activities eligible for grants include but are not limited to educational programs, cultural activities (i.e. music, art, dance, recreation), youth athletics, civic projects, health and safety programs, services sponsored by Maywood community organizations and public services (i.e. senior services, youth programs, health services). If the request relates to a community event, the event must be advertised and open to the public. **Grants will be awarded in maximum amounts of no more than \$15,000.**

C. Restrictions and Ineligible Organizations.

1. Grants shall not be used for religious activities or political campaigning purposes or activities.

2. A non-profit entity, a school or school-based/affiliated organization or other City-based organizations such as athletic organizations or community groups that have

CITY OF MAYWOOD COMMUNITY BENEFIT FUND GUIDELINES AND PROCEDURES

as a member of their board or executive leadership a City employee, a City elected or appointed official or members of their family, are not eligible to apply for a Community Benefit Fund grant. Family members include spouse or domestic partner, child, parent, grandparent, grandchild, cousin, aunt, uncle, sibling, niece, nephew, parent-in-law, brother-in-law or sister-in-law, as well as all step relationships.

D. City Projects. This policy does not preclude the City from undertaking and funding projects on its own initiative that would be a benefit to the community.

IV. APPLICATION PROCEDURES

A. Submittal of an Application. Applicants must use the Community Benefit Fund application form. Forms are available on the City website at www.cityofmaywood.org and at Maywood City Hall at 4319 E. Slauson Avenue, Maywood, CA 90270. Applications may be requested by email at claudia.zavala@cityofmaywood.org

B. Application Deadline. The City Council will have quarterly application cycles available to consider requests contingent upon monies being available under the program. The application cycles and deadlines are as follows:

	<u>Application Cycle</u>	<u>Application Deadline</u>
Quarter 1:	July 1 - September 30	June 1
Quarter 2:	October 1 - December 31	September 1
Quarter 3:	January 1 - March 30	December 1
Quarter 4:	April 1 - June 30	March 1

The application must be submitted by 5:00 p.m. on the applicable deadline date addressed to: City of Maywood, Attention: Community Benefit Fund via City Manager's Office, 4319 E. Slauson Avenue, Maywood, CA 90270.

C. General Information.

1. Applicants may apply for funds during any application cycle. Notwithstanding, funds must be requested and spent during the same fiscal year in which the award was approved by the City Council.
2. Organizations may submit only one application per fiscal year.
3. Funding to an Eligible Organization will not constitute a precedent for contributions in subsequent fiscal years.

CITY OF MAYWOOD COMMUNITY BENEFIT FUND GUIDELINES AND PROCEDURES

V. EVALUATION OF APPLICATION AND SELECTION PROCESS

A. Review of Applications. Following the application deadline, City Staff will review the applications. Applicants may be contacted if further information is requested, to answer questions, clarify their application, etc. All applications will be evaluated to ensure that the applicant is an "Eligible Organization" and that purpose for which the grant is sought is consistent with this policy. Applications and recommendations of Staff, if any, will be presented to the City Council during a regular scheduled City Council meeting for the Council's consideration and approval.

B. City Council Action. The City Council will take final action on award of all grants and maintains the discretion to fund in whole or in part any request or not to fund any or all requests during the Application Cycle. Alternatively, the City Council may hold-over any application into the next Application Cycle. In the case of multiple applications that are competing for limited available funds, consideration may be given to applications based on the following criteria: (i) the number of residents who are expected to benefit, participate in or be positively impacted by the program; (ii) the performance of the applicant in prior years, including demonstrated fiscal responsibility and compliance with applicable requirements; (iv) the amount of funding previously award to the applicant or the program or event in prior years; and (v) the total amount of funding requested as a proportion of the total available funds for the applicable fiscal year.

VI. POST AWARD REQUIREMENTS

A. Agreement. All Eligible Organizations elected to receive funds will be required to sign and execute an agreement with the City of Maywood.

B. Reporting. Eligible Organizations must complete a report, within 45 days of fund expenditure, describing the use of the grant and amount expended, the number of participants in the event or program, copies of any publicity of the event or program, and a narrative regarding the benefit to the City of Maywood. The City reserves the right to conduct an audit and/or require additional back-up information to substantiate how funds received from the City were expended. Failure to submit this required report will make the Eligible Organization ineligible for allocation of future funds until the required report is submitted. These reports will be reviewed and taken into account for evaluating subsequent funding proposals from that entity.

C. Request for Funds. The Eligible Organization receiving the funds is responsible for submitting a funds request to the City's Finance Director and must allow the City up to 30 days to process the request. To receive reimbursement for purchased items, you must submit an invoice along with your request. If a third-party vendor is the recipient of the funds (e.g., a bus company used for a field trip), the request must include the vendor's information, including their Tax Identification Number and a completed W-9 form and the City will issue check to that vendor. If the grant is to be used to purchase tangible goods or services, the City has the discretion to purchase the goods or services directly and

Rev. 7/2024

**CITY OF MAYWOOD
COMMUNITY BENEFIT FUND
GUIDELINES AND PROCEDURES**

pass-through the goods or services to the Eligible Organization rather than provide the funding.

D. Return of Funds to the City. Unexpended funds must be returned to the City at the end of the fiscal year. Funds must also be returned to the City if the City determines that the applicant has not performed in accordance with the approved application listing the use of the funds.

E. Failure to Abide by Policy. The failure of an Eligible Organization to abide by this Policy will result in the Eligible Organization being denied for funding in the future.

CITY OF MAYWOOD

COMMUNITY BENEFIT FUND APPLICATION

Please Type/Print Information
(attach additional pages as needed)

Date: 11/14/25

Application Funding Cycle

- ☐ Q1: July 1 – September 30
☐ Q2: October 1- December 31
☒ Q3: January 1 - March 30
☐ Q4: April 1 - June 30

Application Due Date

June 1
September 1
December 1
March 1

Amount Requested: 15,000.00

Organization Name: River in Action	Phone Number: 562.852.7564
Street Address: 4116 E. 14th Street	Fax Number:
City, State, Zip:	Federal EIN: [REDACTED]
Contact Person: Erica Maceda	
Contact Email Address: erica@riverinaction.org	

Provide a detailed description of your organization. For example, are you a school, school-based or affiliated entity, youth program, community based organization, etc.

RIA is a local 501(c)(3) community-based organization committed to fostering environmental literacy and understanding of local water systems through engaging public park programs.

Does your organization have non-profit status with the Internal Revenue Service?

Yes ☒ No ☐ (If yes, attach documentation)

How long has this organization been in existence (provide date)?

RIA recieved its official 501 (C)(3) status on 9/11/2018.

Is the organization located/based in Maywood or does it provide programs or services to Maywood residents? Yes ☒ No ☐ If yes, please explain.

Yes. We offer free, community-centered educational programs for Maywood residents that teach water conservation, local biodiversity and deepen understanding of the Los Angeles River.

Describe how the requested funds will be used? Attach a proposed budget.

Funds will be used to develop and provide educational materials for participants in our programs and giveaways at City of Maywood-led events.

What is the anticipated time-frame to provide the proposed program, service, event activity or goods and the expenditure of the requested funds?

The requested funds will support community programs from January through March 30, 2026 including nature walks, family painting, plant giveaways, and water education workshops.

Describe the organization's efforts in obtaining funding from other sources?

RIA is seeks funding from state and private sources for community education. RIA is currently supported by, Accelerate Resilience LA (ARLA), Rivers and Mountains Conservancy (RMC), and How will the requested funds have a benefit to Maywood residents?

The funds will help Maywood residents strengthen their environmental literacy through engaging and STEAM workshops, providing hands-on activities and actionable knowledge that deepens understanding of local watershed.

How will the requested funds enhance the quality of life or the delivery of services for Maywood residents?

The requested funds will enhance environmental literacy for Maywood residents, fostering future stewards while promoting mental health and well-being for youth and families.

How will the requested funds provide educational opportunities for Maywood residents or students?

Funding will be used to facilitate programming that helps students understand the unique environmental challenges in their neighborhoods and learn how to best protect their watershed and the surrounding. Students will receive educational materials to support their engagement and ongoing learning.

Has your organization previously received funding from the City of Maywood?

Yes ☒ No ☐ If yes, identify the use of the funds, total amount, and fiscal year in which the funds were received.

10k Q3 2022 (OCT-DEC)

Is a member of your organization's board or executive leadership a City employee, an elected or appointed City official, or a family member of a City employee or elected or appointed City official? Yes ☐ No ☒ If yes, please explain.

By my signature below, I hereby certify, under penalty of perjury, that I am qualified to sign for and bind the named organization and that the information contained within and submitted with this application is complete, true and accurate. I have received a copy of the Community Benefit Fund Guidelines and Procedures and agree to abide by its provisions. If awarded funding, an agreement will be required to be executed.

Date: 11/14/2025	Signature: 			
Print Name and Title: Erica Maceda Executive Director				
Date Received	Eligibility Verified	Date Approved	Date Denied	Amount Awarded



Below is the proposed budget for the 2025 Q3 JAN-MARCH 30 City of Maywood Community Benefit Fund

Budget Category	Description	Proposed Amount	Actual Amount
Watershed Model	Educational model demonstrating stormwater systems and groundwater	\$1,600.00	
Art Teacher	Artist will lead students through wellness and nature painting class	\$400.00	
Program Materials	Paint, brushes, tote bags for activities, binoculars, nature journals	\$300.00	
Workshop Supplies	Fold-out tables for portable events	\$136.99	
Native Plants	Giveaways and planting materials	\$600.00	
Outreach & Tabling Supplies	Materials + prize wheel for youth engagement	\$550.50	
Printing Costs	Flyers, educational handouts, signage	\$300.00	
Curriculum Development	Water and Biodiversity-themed eco-crafts	\$350.00	
Mileage	Local transportation for events	\$200.00	
Grant Management/Admin	Time for compliance, planning, reporting	\$963.01	
Indirect Cost (15%)	General operations and overhead	\$1,956.00	
Staff Time	Event planning, facilitation, and outreach	\$7,643.00	
TOTAL		\$15,000.00	

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 16.

DATE: December 17, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: JOHN THORNTON, COMMUNITY SERVICES SUPERVISOR

SUBJECT: CONSIDERATION OF APPROVING THE COMMUNITY BENEFIT FUND APPLICATION FROM MAYWOOD ACADEMY MARCHING BAND IN THE AMOUNT OF \$7,500

RECOMMENDATION:

Staff recommends that City Council consider the Community Benefit Fund (CBF) application from Maywood Academy Marching Band in the amount of \$7,500.00

BACKGROUND:

The Application is dated October 7, 2025, and was received by email from the applicant. The City of Maywood has established a "Community Based Fund" to support community-based programs and activities. Applicant eligibility is determined by the City's Community Benefit Fund Guidelines and Procedures ("Guidelines") for the distribution of funds to eligible organizations that provide community-based programs, community activities and educational activities.

Passed Community Benefit Funds Approved by City Council for Maywood Academy High School Marching Band:

- **Fiscal Year 2024/2025:** The City Council approved **\$7,000** to support bus transportation to various events, equipment repair, parade entry fees, and a special guest instructor.
- **Fiscal Year 2023/2024:** The City Council approved **\$7,000** to support bus transportation to various events, equipment repair, parade entry fees, and special guest instructors.
- **Fiscal Year 2022/2023:** The City Council approved **\$7,000** for bus transportation, instrument repairs, parade entry fees, and guest music instructors.
- **Fiscal Year 2021/2022:** The City Council approved **\$5,000** for transportation to events and equipment purchases and repairs.
- **Fiscal Year 2020/2021:** The City Council approved **\$600** to provide bus transportation for the 4th of July Celebration parade.

The City's funding has enabled the Maywood Academy Marching Band to participate in various competitions outside their community. One of the band's most notable achievements was performing at the Chinese New Year Parade in San Francisco, recognized as the tenth-largest parade in the world. At this prestigious event, the band proudly represented the City of Maywood, showcasing their talent, dedication, and community spirit.

This remarkable accomplishment not only highlights the band's commitment to musical excellence but also underscores their pride in representing Maywood on such a prominent stage. The City's support has had a lasting impact, expanding these young musicians' horizons and bringing recognition to our community.

DISCUSSION:

The applicant, Maywood Academy High School Marching Band, is requesting funds for various events, competition fees, U-Haul truck to carry equipment.

Qualification Review

Per the grant guidelines, to apply for a grant under the City Community Benefit Fund, the Eligible Organization must provide a program, service, activity, event or other similar activities that have a benefit to the residents of the City of Maywood or the specified target group within the City by: (i) enhancing the quality of life or the delivery of services in the City; or (ii) providing educational opportunities for the residents or students of the City. Categories of services and activities eligible for grants include, but are not limited to, educational programs, cultural activities (i.e. music, art, dance, recreation), youth athletics, civic projects, health and safety programs, services sponsored by Maywood community organizations and public services (i.e. senior services, youth programs, health services). If the request relates to a community event, the event must be advertised and open to the public. In addition, per the Grant guidelines, grants will be awarded in a maximum amount of no more than \$15,000.00.

The applicant, Maywood Academy High School Marching Band, has been in existence since 2019 and serves students in grades 9–12 at a school located within the City. The program meets all grant requirements and is eligible for funding.

Maywood Academy High School Marching Band is eligible as it offers cultural and educational activities through music. The program provides Maywood students with the opportunity to perform outside their community, gain valuable performance experience, and interact with individuals from other areas in Los Angeles and Southern California, helping to prepare students for college and enhancing their overall quality of life.

Accordingly, based on the documentation provided by the applicant in support of their application, staff recommends that the City Council approve their request.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

The City's FY 2025-26 budget includes \$75,000 in the Community Benefit Fund. Since the beginning of the fiscal year, the City Council has approved two (2) applicants totaling \$24,960. The three (3) items presented in this agenda report total \$33,300. If all three items are approved, the remaining available balance in the Community Benefit Fund will be \$16,740.

FY 25-26 Impact: \$7,500	Current FY Budget: \$75,000
Fund Impacted: 100-General Fund	Budget Adjustment Requested: \$0
Source of Funds: 302-Community Services	Remaining Budget: \$16,740
Account Number: 6301-Community Benefit Fund	For Fiscal Year: 2025/2026

ATTACHMENT(S)

1. Maywood Marching Band Application 2025 with Budget

CITY OF MAYWOOD
COMMUNITY BENEFIT FUND APPLICATION

Please Type/Print Information
(attach additional pages as needed)

Date: 10/7/2025

Application Funding Cycle

- ☐ Q1: July 1 – September 30
☐ Q2: October 1- December 31
☒ Q3: January 1 - March 30
☐ Q4: April 1 - June 30

Application Due Date

- June 1
September 1
December 1
March 1

Amount Requested: 7,500

Organization Name: <u>Maywood Academy H.S. Marching Nighthawks</u>	Phone Number: <u>818633-0656</u>
Street Address: <u>6125 Pine Ave.</u>	Fax Number:
City, State, Zip: <u>Maywood CA 90270</u>	Federal EIN:
Contact Person: <u>Reginald A. Smith</u>	
Contact Email Address: <u>ras9950@LAUSD.Net</u>	

Provide a detailed description of your organization. For example, are you a school, school-based or affiliated entity, youth program, community-based organization, etc.

We are a Marching Musical entertainment organization of Maywood Academy High School known as the Marching Nighthawks

Does your organization have non-profit status with the Internal Revenue Service?

Yes ☐ No ☒ (If yes, attach documentation) — We are working on the

Federal Non-profit status — we have a corporate EIN

How long has this organization been in existence (provide date)?

We have been in existence as a State of California Corporate as of 7/2020

Is the organization located/based in Maywood or does it provide programs or services to Maywood residents? Yes ☒ No ☐ If yes, please explain.

The sole purpose of the Booster Club is to support the Band and Colorguard Students in the activities and equipment needs. We represent our community to different parts of Southern California

Describe how the requested funds will be used? Attach a proposed budget.

Funds will be used for Transportation cost, Competition entry Fees to Compete, Uniform Cleaning cost, Hotel for staff & Student cost, Instrumental Repair cost, Music cost, Colorguard equipment cost, Etc. Reimburse MR. Smith

What is the anticipated timeframe to provide the proposed program, service, event activity or goods and the expenditure of the requested funds?

If we are granted and approved the funds will be need in January 2026. We have three different groups that will be competing all over Southern California - Transportation, Describe the organization's efforts in obtaining funding from other sources? cost. We have done i.v. taping, Car washes, Parent Donation and Food Sales.

How will the requested funds have a benefit to Maywood residents?

We take pride in being the City of Maywood's Marching Band - it's our desire that our parents and other community members feel the same pride in our beautiful City as we do. MAYWOOD PRIDE!

How will the requested funds enhance the quality of life or the delivery of services for Maywood residents?

We provide a quality Musical experience for our community - we perform for the elementary schools near our campus. We perform at our the two Middle Schools near us. We promote "live music"

How will the requested funds provide educational opportunities for Maywood residents or students?

If approved, the funds will allow our students the opportunity to perform outside of their Maywood community, will gain experience opportunity to meet others from different schools and areas in Los Angeles County and beyond

Has your organization previously received funding from the City of Maywood?

Yes ☒ No ☐ If yes, identify the use of the funds, total amount, and fiscal year in which the funds were received.

We received 7,000 in 2024 - the total amount was used to provide payment for the overnight stay in San Francisco

Is a member of your organization's board or executive leadership a City employee, an elected or appointed City official, or a family member of a City employee or elected or appointed City official? Yes ☐ No ☒ If yes, please explain.

By my signature below, I hereby certify, under penalty of perjury, that I am qualified to sign for and bind the named organization and that the information contained within and submitted with this application is complete, true and accurate. I have received a copy of the Community Benefit Fund Guidelines and Procedures and agree to abide by its provisions. If awarded funding, an agreement will be required to be executed.

Date: 10/7/2025	Signature: [Redacted]			
Print Name and Title: Reginald A. Smith Director of Band Maywood Academy H.S.				
Date Received	Eligibility Verified	Date Approved	Date Denied	Amount Awarded

**MAYWOOD ACADEMY HIGH SCHOOL
2025-2026 MARCHING NIGHTHAWKS BAND,
DRUMLINE, AND COLORGUARD**

- 1. COMPETITION ENTRE FEE FOR
WINTERGUARD: \$775.00**
- 2. COMPETITION ENTRE FEE FOR CONCERT
STAND STILL PERCUSSION: \$775.00**
- 3. COMPETITION ENTRE FEE FOR INDOOR
WINDS: \$775**
- 4. COMPETITION FLOOR FOR WINTERGUARD:
\$2,000.00**
- 5. COMPETITION FLOOR FOR INDOOR WINDS:
\$1,000.00 TO \$2,000.00**
- 6. U-HAUL TRUCK FOR THE SEASON \$1,000**

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 17.

DATE: December 17, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: JOHN THORNTON, COMMUNITY SERVICES SUPERVISOR

SUBJECT: CONSIDERATION OF APPROVING THE COMMUNITY BENEFIT FUND APPLICATION FROM CAL STATE LA UNIVERSITY AUXILIARY SERVICES INC IN THE AMOUNT OF \$10,800

RECOMMENDATION:

Staff recommends that the City Council consider the Community Benefit Fund Application from Cal State LA University Auxiliary Services Inc in the amount of \$10,800.

BACKGROUND:

The Application is dated November 21, 2025, and was received by email from the applicant. The City of Maywood has established a "Community Based Fund" to support community-based programs and activities. Applicant eligibility is determined by the City's Community Benefit Fund Guidelines and Procedures ("Guidelines") for the distribution of funds to eligible organizations that provide community-based programs, community activities and educational activities.

Since 2009, CSU Fullerton partnered with the City to host the annual Maywood Education Fair. The fair was coordinated by master's students in the Educational Leadership Program through C-REAL, a research center on the CSUF campus. These students worked through the CSUF Philanthropic Foundation to promote and develop a "college-going" culture within the community. CSUF is no longer continuing its involvement in this program and moving forward, Cal State LA will be leading the program this year. While the event is typically held in October, Cal State LA proposes that in the interim it will host a spring scholarship celebration to recognize outstanding students with the event to take place in March 2026. Concurrently, the Cal State LA team will have additional time to plan and seek funding for the larger Maywood Education Fair for the fall of 2026.

DISCUSSION:

Only an "Eligible Organization" may apply for this grant. Per the grant guidelines, this includes non-profit agencies that provide programs or services to residents of the city, a school or school-based/affiliated organization in the city or other city-based organizations. The Eligible Organization must also be in existence prior to submitting an application and have a record of successfully providing the services for which funding is requested. The City Council is authorized under the Guidelines to award grants up to \$15,000 under certain circumstances.

According to the requester’s application, the Foundation has been in existence since 1947 and is a nonprofit organization based at Cal State LA. This organization will provided scholarships to students within the City of Maywood and fits into a category that makes them eligible to receive funds.

The Guidelines also require that an Eligible Organization provide an eligible service or activity defined as a program, service, activity, event, or other similar activity that has a benefit to the residents of the City or a specified target group by: (i) enhancing the quality of life or the delivery of services in the City; or (ii) providing educational opportunities for the residents of the City.

The applicant states that the Foundation is requesting funds to be used for the spring scholarship event in March as follows:

- Through a competitive process, they will offer eight (9) \$1000 college scholarships to qualified students at MaCES and Maywood Academy, which total \$9,000. Scholarships are provided for students that attend high schools in Maywood and/or live in Maywood.
- \$1,800 of these funds will be used to assist in paying for the reception including giveaways, prizes, gift certificates and food.

Accordingly, based on the documentation provided by the applicant in support of their application, the staff recommends that the City Council approve their request.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

The City's FY 2025-26 budget includes \$75,000 in the Community Benefit Fund. Since the beginning of the fiscal year, the City Council has approved two (2) applicants totaling \$24,960. The three (3) items presented in this agenda report total \$33,300. If all three items are approved, the remaining available balance in the Community Benefit Fund will be \$16,740.

FY 25-26 Impact: \$10,800	Current FY Budget: \$75,000
Fund Impacted: 100-General Fund	Budget Adjustment Requested: \$0
Source of Funds: 302-Community Services	Remaining Budget: \$16,740
Account Number 6301—Community Benefit Fund	For Fiscal Year: 2025/2026

ATTACHMENT(S)

1. Cal State LA 2025

CITY OF MAYWOOD

COMMUNITY BENEFIT FUND APPLICATION

Please Type/Print Information
(attach additional pages as needed)

Date: _____

Application Funding Cycle

- ☐ Q1: July 1 – September 30
- ☐ Q2: October 1- December 31
- ☒ Q3: January 1 - March 30
- ☐ Q4: April 1 - June 30

Application Due Date

June 1

September 1

December 1

March 1

Amount Requested: \$10,000

Organization Name: Cal State LA University Auxiliary Services, Inc.	Phone Number: 323-343-3846
Street Address: 5151 State University Drive,	Fax Number:
City, State, Zip: Los Angeles, CA 90032	Federal EIN: [REDACTED]
Contact Person: Andre Ellis	
Contact Email Address: aellis3@calstatela.edu	

Provide a detailed description of your organization. For example, are you a school, school-based or affiliated entity, youth program, community based organization, etc.

California State University, Los Angeles (Cal State LA) is a premier public comprehensive university serving the greater Los Angeles area and is ranked number one for upward mobility. The university is dedicated to engagement, service, and the public good. As part of our commitment to community engagement, Cal State LA faculty and staff collaborate with local partners to expand educational opportunities for students.

Does your organization have non-profit status with the Internal Revenue Service?

Yes ☒ No ☐ (If yes, attach documentation)

How long has this organization been in existence (provide date)?

California State University, Los Angeles, was founded in 1947 and has been in existence since then.

Is the organization located/based in Maywood or does it provide programs or services to Maywood residents? Yes ☒ No ☐ If yes, please explain.

For over a decade, the Maywood Education Fair and Scholarship Celebration has offered resources, workshops, and scholarships to Maywood families. By assuming responsibility for this event, Cal State LA ensures that Maywood residents continue to benefit from a strong university partnership that sustains college-going pathways. This direct partnership will resume the legacy of this impactful event. Cal State LA also creates programming and events for the Maywood community, including Gear Up, application clinics, & the Verizon Innovative Learning STEM Achievers.

Describe how the requested funds will be used? Attach a proposed budget.

The requested funds will be used to support the continuation of the Maywood Scholarship Initiative. While the full education fair has been postponed until next year to allow for additional planning and funding alignment, this year's efforts will focus on hosting a spring scholarship celebration to recognize outstanding local students. Funds will event logistics, materials, and scholarship awards for student recipients.

What is the anticipated time-frame to provide the proposed program, service, event activity or goods and the expenditure of the requested funds?

In January, we will focus on planning and logistics of the event. In early February, we will release the call for scholarship applications and review them. Recipients will be notified at the end of February. The event will take place at MaCES on March 7, 2026.

Describe the organization's efforts in obtaining funding from other sources?

Cal State LA is actively pursuing additional funding to expand and sustain the Education Fair and Scholarship Initiative. Cal State LA has committed to providing matching support through financial contributions and in-kind resources, such as food and staffing for planning and even implementation. We will also engage Maywood Education Scholarship alumni to establish additional scholarship money for local students.

How will the requested funds have a benefit to Maywood residents?

The requested funds will directly benefit Maywood residents by increasing access to higher education resources and scholarship opportunities for local high school students. Scholarships funded through this initiative will help ease financial barriers for Maywood youth pursuing postsecondary education. A panel of scholarship alumni will also help families learn how to navigate the college transition and success.

How will the requested funds enhance the quality of life or the delivery of services for Maywood residents?

By reducing the financial burden of college via scholarships, Maywood families' quality of life will benefit from social economic returns. By funding the spring scholarship celebration, the program will highlight student achievement and reinforce a college-going culture within the community. Overall, this effort will be an investment in the academic success and future workforce of the Maywood community.

How will the requested funds provide educational opportunities for Maywood residents or students?

The requested funds will provide educational opportunities for Maywood students by supporting scholarships and access to college and career readiness resources. Through the spring scholarship celebration, local youth will be recognized for their academic achievements, ensuring that Maywood students have greater opportunities to pursue higher education and build brighter futures.

Has your organization previously received funding from the City of Maywood?

Yes ☐ No ☒ If yes, identify the use of the funds, total amount, and fiscal year in which the funds were received.

The previous host campus of the Maywood Education Fair and Scholarships, California State University, Fullerton did receive funding in previous years of approximately

\$10,000 per year to assist with scholarships and programming.

Is a member of your organization's board or executive leadership a City employee, an elected or appointed City official, or a family member of a City employee or elected or appointed City official? Yes ☐ No ☒ If yes, please explain.

By my signature below, I hereby certify, under penalty of perjury, that I am qualified to sign for and bind the named organization and that the information contained within and submitted with this application is complete, true and accurate. I have received a copy of the Community Benefit Fund Guidelines and Procedures and agree to abide by its provisions. If awarded funding, an agreement will be required to be executed.

Date:	Signature:			
Print Name and Title:				
Date Received	Eligibility Verified	Date Approved	Date Denied	Amount Awarded

Proposed Budget

TITLE: Cal State LA University Auxiliary Services, Inc. - Maywood Scholarship Event

Proposed Budget

Item	Description	Cost
Scholarships	9 Scholarships at \$1,000 each	\$9,000.00
Reception and administrativ e costs.	Reception and administrative costs and supplies (i.e., food, refreshments, and other)	\$1,800.00
TOTAL		\$10,800.00

Internal Revenue Service

Date: April 14, 2004

C.S.U.L.A. Auxiliary Services, Inc.
% Henry Wisniewski
5151 State University Dr.
Los Angeles, CA 90032-4226

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:

Tracy Garrigus #31-07307

Customer Service Representative

Toll Free Telephone Number:

8:00 a.m. to 6:30 p.m. EST

877-829-5500

Fax Number:

513-263-3756

Federal Identification Number:

[REDACTED]

U.S. STATE L.A.
CAL STATE L.A.
04 APR 19 11:58

Dear Sir or Madam:

This is in response to your request of April 14, 2004, regarding your organization's tax-exempt status.

In August 1986 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in section 509(a)(3).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

C.S.U.L.A. Auxiliary Services, Inc.
95-4016653

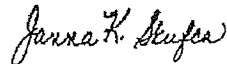
Your organization is not required to file federal income tax returns unless it is subject to the tax on unrelated business income under section 511 of the Code. If your organization is subject to this tax, it must file an income tax return on the Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your organization's present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

Section 6104 of the Internal Revenue Code requires you to make your organization's annual return available for public inspection without charge for three years after the due date of the return. The law also requires organizations that received recognition of exemption on July 15, 1987, or later, to make available for public inspection a copy of the exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. Organizations that received recognition of exemption before July 15, 1987, and had a copy of their exemption application on July 15, 1987, are also required to make available for public inspection a copy of the exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. For additional information on disclosure requirements, please refer to Internal Revenue Bulletin 1999 - 17.

Because this letter could help resolve any questions about your organization's exempt status and foundation status, you should keep it with the organization's permanent records.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,



Janna K. Skufca, Director, TE/GE
Customer Account Services

**Request for Taxpayer
Identification Number and Certification**

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the
requester. Do not
send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) Cal State LA University Auxiliary Services, Inc.		
	2 Business name/disregarded entity name, if different from above.		
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. ☒ Individual/sole proprietor ☒ C corporation ☒ S corporation ☒ Partnership ☒ Trust/estate ☒ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) _____ Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. ☒ Other (see instructions) <u>Non-profit</u>	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ (Applies to accounts maintained outside the United States.)	
	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions _____ ☐		
	5 Address (number, street, and apt. or suite no.). See instructions. 5151 State University Drive, GE 314	Requester's name and address (optional)	
6 City, state, and ZIP code Los Angeles, CA 90032-4226			
7 List account number(s) here (optional)			

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
				-				-	
or									
Employer identification number									

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person _____
9, 2025 67-37-18 PDF

Date **08/29/2025**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 18.

DATE: December 17, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: JOHN THORNTON, COMMUNITY SERVICES SUPERVISOR

SUBJECT: CONSIDERATION OF THE PROPOSED CITY EVENTS AND PROGRAMMING SCHEDULE FOR CALENDAR YEAR 2026

RECOMMENDATION:

Staff recommends that the City Council review and provide direction to staff on City events and programming schedule for calendar year 2026.

BACKGROUND:

Community special events and programs play a key role in bringing people together, strengthening our community, and building a strong sense of pride. These activities give residents meaningful opportunities to connect, celebrate, learn, and support one another. They also help create positive relationships between the City and the people we serve.

The City has been organizing community events for many years, continuing a long-standing tradition of providing activities that bring residents closer and reflect the spirit of our community. We remain committed to offering events and programs that are welcoming, meaningful, and accessible to all. By hosting a variety of activities throughout the year, we aim to encourage involvement, foster togetherness, and create shared experiences that benefit the entire community.

DISCUSSION:

The City of Maywood has a tradition of hosting events and programs that bring residents together. Over the years, the Community Services Department has organized popular city-wide events like Family Fun Day, Trunk-or-Treat, Toy Giveaway, and the Tree Lighting, and so much more, all of which have grown significantly.

Each year, the Community Services Department reviews all city events and activities to plan for the upcoming calendar year. Staff has completed the review and prepared a draft event calendar for 2026. The goal is to continue offering the events our community enjoys while also adding new opportunities to bring residents together. Below is the proposed schedule of events for 2026, including dates, times, and locations. Please note that details may change if unexpected issues arise, such as weather or other circumstances.

JANUARY			
EVENT	DATE	TIME	LOCATION
Mobile Food Pantry	Monday, January 12	9:00 A.M. – 11:00 A.M.	YMCA
FEBRUARY			
EVENT	DATE	TIME	LOCATION
Mobile Food Pantry	Monday, February 9	9:00 A.M. – 11:00 A.M.	YMCA
MARCH			
EVENT	DATE	TIME	LOCATION
Mobile Food Pantry	Monday, March 16	9:00 A.M. – 11:00 A.M.	YMCA
APRIL			
EVENT	DATE	TIME	LOCATION
Mobile Food Pantry	Monday, April 18	9:00 A.M. – 11:00 A.M.	YMCA
Earth Day Celebration	Wednesday, April 22	5:00 P.M. – 7:00 P.M.	MAYWOOD PARK
MAY			
EVENT	DATE	TIME	LOCATION
Maywood High School Seniors Celebration	Friday, May 8	5:30 P.M. - 7:30 P.M.	City Hall
Mobile Food Pantry	Monday , May 18	9:00 A.M. – 11:00 A.M.	YMCA
Memorial Day Wreath Video	Thursday, May 23	10:00 A.M. - 11:00 A.M.	Social Media
JUNE			
EVENT	DATE	TIME	LOCATION
Dodgers Academy/Mayors Play Ball	Saturday, June 22	10:00 A.M. - 12:00 P.M.	Maywood Park
Mobile Food Pantry	Monday, June 16	9:00 A.M. – 11:00 A.M.	YMCA
JULY			
EVENT	DATE	TIME	LOCATION
Mobile Food Pantry	Monday, July 20	9:00 A.M. – 11:00 A.M.	YMCA
Family Fun Night	Friday, July 17	4:00 P.M. - 8:00 P.M.	Maywood Park
Movies at the Park	Thursday, July 30	5:00 P.M. - 9:00 P.M.	Pixley Park
AUGUST			
EVENT	DATE	TIME	LOCATION
National Night Out	Thursday, August 6	5:00 P.M. - 7:00 P. M.	City Hall
Mobile Food Pantry	Monday, August 17	9:00 A.M. – 11:00 A.M.	YMCA
Taste of Maywood	Thursday, August 22	4:30 P.M. - 6:30 P. M.	YMCA

SEPTEMBER			
EVENT	DATE	TIME	LOCATION
Mobile Food Pantry	Monday, September 21	9:00 A.M. – 11:00 A.M.	YMCA
OCTOBER			
EVENT	DATE	TIME	LOCATION
Mobile Food Pantry	Monday, October 19	9:00 A.M. – 11:00 A.M.	YMCA
Trunk-or-Treat	Thursday, October 29	5:00 PM – 7:30 PM	City Hall Parking Lot
NOVEMBER			
EVENT	DATE	TIME	LOCATION
Veterans Day Wreath Video	Thursday, November 7	10:00 A.M. - 11:00 A.M.	Social Media
Turkey Giveaway	Thursday, November 19	5 P.M. - 7 P. M.	City Hall
Mobile Food Pantry	Monday, November 23	9:00 A.M. – 11:00 A.M.	YMCA
DECEMBER			
EVENT	DATE	TIME	LOCATION
Tree Lighting Ceremony	Thursday, December 3	5:00 P.M. – 8:00 P.M.	City Hall Parking Lot
Toy Giveaway	Monday, December 14 Tuesday, December 15	5:00 P.M. - 8:00 P.M.	City Hall
Mobile Food Pantry	Wednesday, December	9:00 A.M. – 11:00 A.M.	YMCA

Looking ahead to calendar year 2026, staff is seeking Council direction on the event and program calendar to ensure alignment with community needs and priorities.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

There is no fiscal impact associated with this item. Expenditures will be considered at a future City Council meeting.

ATTACHMENT(S)

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 19.

DATE: December 17, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: DAISY GUERRERO, DEPUTY DIRECTORY OF BUILDING AND PLANNING

SUBJECT: DISCUSSION AND DIRECTION REGARDING AMENDMENTS TO DESIGN REVIEW REQUIREMENTS IN ZONING CODE SECTION 5130

RECOMMENDATION:

Staff recommends that the City Council receive and file this report and direct staff to prepare a Zone Text Amendment to modernize Zoning Code Section 5130 by removing the inactive Design Review Board, revising subsections 5130.20 and 5130.50, and establishing an administrative staff-level design review led by the Director of Building and Planning (or designee), the City Engineer, and the Building Official.

BACKGROUND:

The City of Maywood's Zoning Ordinance establishes a Design Review Board (DRB) as the advisory body responsible for evaluating exterior design elements of development projects, including building elevations, landscaping, signage, compatibility with surrounding development, and overall aesthetic appearance. The intent of the DRB is to promote cohesive design, ensure aesthetic compatibility throughout the community, and encourage high-quality development. Under the Ordinance, the Board may impose reasonable conditions of approval as long as they do not conflict with other City regulations.

Although the DRB was formally codified, staff has no recent records indicating that DRB members were appointed, nor are there adopted design standards, guidelines, or objective criteria to inform or support the Board's decision-making. Without appointed members or established review standards, the DRB cannot function as intended and cannot operate in a manner consistent with the Zoning Ordinance.

Under the existing provisions, the DRB would consist of five members: one City Council representative, one Planning Commission representative, one community member, the City Engineer, and the Director of Building & Planning (or designee). This structure necessitates public meetings, formal agendas, and coordination among appointed members, creating a discretionary process that could be seen as more resource-intensive than necessary for a city with Maywood's development profile. The design review is required for any project undergoing Site Plan or Conditional Use Permit review.

Over the past several months, staff has identified multiple operational challenges with maintaining a discretionary DRB framework, including:

- Lack of documented appointments or historical membership;
- Absence of adopted design standards or guidelines;
- Delays for applicants due to meeting schedules and staffing availability;
- Limited applicability of discretionary design review given that most Maywood projects are small-scale residential improvements, tenant improvements, or minor commercial alterations.

An alternative to the DRB, which is seeing in municipalities, is a shift toward administrative design review, especially in jurisdictions with minimal development activity. Administrative review relies on clear, objective standards that trained planning staff can apply directly, resulting in predictable, efficient, and transparent project processing while preserving design quality.

DISCUSSION:

The proposed amendment is intended to modernize and improve the City's development review process. Transitioning from a discretionary DRB to an administrative, staff-level design review would streamline project approvals, reduce processing times, and provide applicants with greater predictability and efficiency. This approach reflects best practices used in many jurisdictions, where staff-led design review allows projects to move forward more quickly while still ensuring high-quality design and compliance with adopted standards.

If the City Council supports staff's recommendation to shift to an administrative model, staff further recommends that the administrative Design Review team consist of the Director of Building and Planning (or designee), the City Engineer, and the Building Official. This structure maintains technical oversight and accountability while eliminating the challenges associated with convening a multi-member appointed board.

In addition, to implementing the administrative review process, staff recommends that the Council consider and adopt formal design guidelines to guide design review decisions. These guidelines will be drafted and brought forward for Council consideration at a future meeting. Establishing clear, objective guidelines will ensure that design review remains thorough, consistent, and aligned with community goals, without the delays associated with public hearings and quorum requirements.

Overall, the proposed amendment is designed to enhance customer service, modernize internal procedures, and reduce unnecessary costs and delays for applicants. Staff recommends that the City Council amend the Zoning Ordinance to replace the discretionary DRB model with an administrative design review process that better supports residents, businesses, and the broader community while maintaining strong design standards.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

There is no impact to the General Fund for the discussion for amending the Zoning Code.

ATTACHMENT(S)

1. Maywood Zoning Ordinance - 5130 Design Review

5130 DESIGN REVIEW

5130.10 Intent and Purpose

Design Review is intended to promote aesthetic compatibility throughout the community and to provide a method to encourage and implement development of high aesthetic quality.

5130.20 Design Review Board Established

- A. The Design Review Board is hereby established for the purpose of reviewing and making recommendations upon design review applications.
- B. The Design Review Board shall consist of five members as follows: One member from the City Council, one from the Planning Commission, one from the community at large, the City Engineer, and the Director of Building and Planning or his designee.
- C. Members of the Board shall be appointed by majority vote of the City Council.
- D. The tenure of each member of the Design Review Board shall be two years. The first year shall be the counting year for two members and the second year shall be the counting year for the remaining three members. Therefore, the two members of the first year will have short terms.

5130.30 Jurisdiction

The Design Review Board is authorized to consider only the following aspects of a development proposal: exterior elevations, landscaping, signs, relationship to surrounding development, and general overall aesthetic appearance. The Board shall adopt guidelines to assist with its review. The Board may impose conditions as it sees reasonable and necessary, provided the conditions do not conflict with the provision of this Ordinance or any other City ordinance.

5130.40 When Design Review is Required

Any project undergoing Site Plan or Conditional Use Permit review shall be subject to Design Review.

5130.50 Hearing Procedure

- A. The Director of Planning and Building shall forward to the Board architectural plans, landscape plans, sign plans, and the site plan to enable the board to perform its review.
- B. The Design Review Board shall conduct a public meeting to consider the design aspects of a project no less than one month prior to the scheduled date of Site Plan Review or other hearings required for discretionary actions. Notice of the meeting shall be given to the applicant no less than 10 days prior to the hearing; no other notice shall be required.
- C. The Board shall transmit its recommendation to the Director of Planning and Building within 10 days of the final Board hearing on the project. The Board's recommendation shall indicate either approval or specific recommendations for design changes. Recommendations shall stress positive and implementable design changes. The recommendation shall be considered by the hearing body with jurisdiction over any discretionary aspects of the application and shall be incorporated as recommended, or as modified by the hearing body, into the project conditions of approval.

5130.60 Referral Back to Board

Any hearing body may refer a recommendation back to the Board to solicit clarification or additional changes. Referral shall occur only once by a hearing body for a specific project.

5130.70 Appeal of Board's Recommendation

Appeals of the Board's recommendation shall be made to the hearing body with jurisdiction over the related discretionary application.

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 20.

DATE: December 17, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: DAISY GUERRERO, DEPUTY DIRECTORY OF BUILDING AND PLANNING

SUBJECT: CONSIDERATION OF THE RENEWAL OF A COMMERCIAL CANNABIS MICROBUSINESS LICENSE FOR CHRON MAYWOOD, LLC.

RECOMMENDATION:

Staff recommends that the City Council approve the commercial cannabis microbusiness license renewal application for Chron Maywood (Chron), LLC, located at 5415 Maywood Avenue, for a one-year term which expired on December 8, 2025.

BACKGROUND:

On August 28, 2019, the Maywood City Council adopted ordinance 19-03 that changed the status of commercial cannabis uses and businesses in the City. Most significantly, the ordinance banned the issuance of any new commercial cannabis licenses. Applications that were in the process had to have received their license and conditional use permit prior to the effective date of the Ordinance. The adoption of this ordinance also made any existing commercial cannabis business a non-conforming use subject to the provisions of section 16.2 of Appendix C of the Zoning Code.

Ordinance 19-03 ("Ordinance") also created a process for the renewal of existing licenses. The ordinance details requirements used to determine if an application can be renewed or denied. These requirements serve as a guide for the City Council to determine whether a license should be renewed, or if there are grounds for denial.

This process requires that the City Council determines if the cannabis entities operate lawfully. The information necessary to make this determination is provided by Hinderliter, de Llamas & Associates ("HdL"). Every year, the business is inspected quarterly to determine if the business is operating in compliance with State law and the City's Ordinance. The inspections also ensure that the business operates in a safe manner to protect both employees and customers at each business. Staff accompanies HdL on these inspections to verify compliance with the approved Conditions of Approval for the Conditional Use Permit. These inspections and any suggested remedial actions help to ensure proper operation prior to license renewal.

As part of this renewal process, HdL conducts criminal background checks on all owners, managers, employees, contractors and volunteers employed in Maywood's commercial cannabis industry. All who are found to have disqualifying factors will not be permitted to work, own, manage or volunteer for a cannabis business in Maywood. HdL also conducts a financial audit annually, which includes the verification of the tracking and tracing of the product and matching the product with its respective transaction. This measure will detect illegal diversion or the sale of an unlicensed (illegal) product, which is central to the verification of lawful and complete remittance of the local cannabis tax.

DISCUSSION:

Chron's Conditional Use Permit (CUP) was approved on June 19, 2018. Chron operates as a cannabis microbusiness, which is defined as a business holding at least four cannabis-related licenses. Chron meets this definition as a licensed manufacturer, distributor, cultivator, and non-storefront delivery operator. They are licensed by the State of California Department of Cannabis Control (License No. C12-0000187-LIC), and their microbusiness license is valid through July 15, 2026.

During the most recent inspection conducted on September 10, 2025 (Third Quarter), three areas of noncompliance were identified: (1) an outdated premises diagram was posted, (2) general record-retention practices were insufficient, and (3) weighing devices were not functioning properly. Following the inspection, the Licensee submitted corrective actions and attestations addressing each finding. All issues have since been resolved, and Chron is now deemed compliant.

Chron began operations in October 2022, and the City conducted the first annual audit after one year of operation. That audit revealed that Chron had been paying the incorrect tax rate, specifically, the rate applicable to non-microbusinesses. Upon discovery, Chron collaborated with City staff to establish a payment plan to reconcile past-due taxes.

Based on all inspections, investigations, and audits summarized in this report, staff has determined that Chron is currently in regulatory compliance. The fourth-quarter inspection occurred in the first week of December, and staff expects to receive the formal compliance report in January 2026. Staff will continue ongoing monitoring and inspections to ensure the Licensee maintains full compliance with all applicable regulations.

LEGAL REVIEW:

City Attorney has reviewed this report.

FISCAL IMPACT:

Chron is taxed as a microbusiness for purposes of Cannabis Tax. As such, they will be taxed at a 10% Cannabis Sales Tax. Tax payments will be made directly to the City on a quarterly basis. Taxes collected help support the City and the services provided for the residents.

ATTACHMENT(S)

1. Chron Maywood_Maywood_Supplement Compliance Inspection Report 09-10-2025

REGULATORY COMPLIANCE

Supplemental Report



Initial Inspection Date: 09/10/2025	Supplemental Date: 11/18/2025	Inspected By: Michelle Shaw	Client: City of Maywood
Legal Business Name / DBA: Chron Maywood, LLC	State License #: [REDACTED]		
Business Address: 5415 Maywood Ave., Maywood, CA 90270	Local License #: [REDACTED]		
Inspection Status: COMPLIANT	Additional Information Required: NO	Report Status: No further action required	
Supplemental Information Attached: N/A ☐ Addendum ☐ Exhibits ☐ Other			

OBSERVATIONS AND CORRECTIVE ACTIONS

NARRATIVE:

On September 10, 2025, officials conducted a quarterly compliance inspection (Q3-2025) of Chron Maywood, LLC, a Microbusiness Type 12 (Retailer Type 9 (Non-Storefront), Distributor Type 11, Manufacturer Type 6 (Non-volatile), and Cultivator) facility. On September 25, 2025, HdL delivered a compliance inspection report via regular email to the City Attn: Daisy Guerrero. On October 1, 2025, a "Results of Inspection" notice was emailed to the Licensee Attn: Jon Pingle (Manager). The Licensee addressed the corrective action outlined within the notice and is deemed COMPLIANT with all State regulations and local ordinances examined at the time of the initial inspection.

§15006 PREMISES DIAGRAM

CORRECTIVE ACTION: On November 5, 2025, the Licensee provide the City with a revised Premises Diagram meeting the requirements of this section, including, identify the locations of all interior and exterior cameras installed on the licensed premises, and describe the activity conducted in each space. No further action is required.

§15037 GENERAL RECORD RETENTION

CORRECTIVE ACTION: On November 11, 2025, the Licensee provided to the City an attestation via email that all records are maintained and retained for at least 7 years from the date of creation, and these records are available in hard copy or electronic format upon request. No further action is required.

§17221 WEIGHING DEVICES AND WEIGHMASTERS

CORRECTIVE ACTION: On October 11, 2025, the Licensee provided the City digital photograph showing all weighing devices (scales) used on the licensed premises have been approved, tested, and sealed by the County Sealer. No further action is required.



AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 21.

DATE: December 17, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: MIGUEL LEON, DEPUTY CITY CLERK/ASSISTANT TO THE CITY MANAGER

SUBJECT: DISCUSSION AND ACTION ON CITY COUNCIL APPOINTMENTS TO EXTERNAL BOARDS AND COMMITTEES

RECOMMENDATION:

Staff recommends that the City Council review the 2025 External Board and Committee List, provide direction to staff regarding any necessary changes for appointments on the list and select the term (two or four years) for the Greater Los Angeles County Vector Control District appointment.

BACKGROUND:

City Council members are appointed to serve on various governmental agency committees, boards, or commissions of a public agency, special district, and joint powers agency or authority. These appointments relate to local, regional, and state affairs.

Each year, the City Council appoints a delegate and an alternate to represent the City and attend the respective agency's meetings. As part of the annual appointment cycle, it is appropriate for the City Council to review the list of agencies and make appointments as desired.

A list of the various agencies and a description of each is included in Attachment 3. The City Council may make appointments to each entity by nomination.

Most external committees have a one-year term, except the Greater Los Angeles County Vector Control District, which may be appointed for a two- or four-year term. The current appointment cycle terms on December 31, 2025. This was a two-year appointment.

DISCUSSION:

Annually, the City Council reviews the designated members on the City Council External Board and Committee List and makes revisions as appropriate.

When appointments are made, the City must comply with Fair Political Practices Commission (FPPC) Regulation 18702.5, which mandates that a Form 806 be filed to report any additional compensation received by officials who serve on committees, boards, or commissions of a public agency, special district, or joint powers authority.

As shown in the 2025 appointment list, several outside agencies provide compensation or stipends to their board members. Form 806 identifies:

Each appointed position that receives compensation

The salary or stipend amount

The appointed official

The alternate (if applicable)

The term of the appointment

Regulation 18702.5 allows a public official to participate in discussion and vote on his or her appointment to a compensated governmental position, provided that Form 806 is completed and posted on the City's website.

Following City Council action, staff will finalize, format, and publish the updated Form 806.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

There is no fiscal impact associated with this action.

ATTACHMENT(S)

1. City of Maywood - FPPC Form 806
2. 2025 External Board and Committee Appointments List
3. 2025 External Board and Committee Descriptions

Agency Report of: Public Official Appointments

A Public Document

1. Agency Name City of Maywood			California Form 806 For Official Use Only
Division, Department, or Region (If Applicable) Deputy City Clerk / Assistant to the City Manager			
Designated Agency Contact (Name, Title) Daisy Guerrero			
Area Code/Phone Number (323) 562-5714	E-mail daisy.guerrero@cityofmaywood.org	Page 1 of 2	Date Posted: 12/18/2024 (Month, Day, Year)

2. Appointments

Agency Boards and Commissions	Name of Appointed Person	Appt Date and Length of Term	Per Meeting/Annual Salary/Stipend
California Contract Cities Association	▶ Name <u>Aguiluz, Mayra</u> (Last, First) Alternate, if any <u>Flores, Jaime</u> (Last, First)	▶ <u>12/17/2024</u> Appt Date ▶ <u>Until Replaced</u> Length of Term	▶ Per Meeting: \$ <u>0.00</u> ▶ Estimated Annual: ☐ \$0-\$1,000 ☐ \$2,001-\$3,000 ☐ \$1,001-\$2,000 ☐ <u>Other</u>
Gateway Cities Council of Governments	▶ Name <u>Garcia, Frank</u> (Last, First) Alternate, if any <u>Mayra, Aguiluz</u> (Last, First)	▶ <u>12/17/2024</u> Appt Date ▶ <u>Until Replaced</u> Length of Term	▶ Per Meeting: \$ <u>125.00</u> ▶ Estimated Annual: ☐ \$0-\$1,000 ☐ \$2,001-\$3,000 ☐ \$1,001-\$2,000 ☐ <u>Other</u>
Greater Los Angeles Vector Control District	▶ Name <u>Marquez, Heber</u> (Last, First) Alternate, if any <u>N/A</u> (Last, First)	▶ <u>12/13/2023</u> Appt Date ▶ <u>12/31/2025</u> Length of Term	▶ Per Meeting: \$ <u>100.00</u> ▶ Estimated Annual: ☐ \$0-\$1,000 ☐ \$2,001-\$3,000 ☐ \$1,001-\$2,000 ☐ <u>Other</u>
Hub Cities Board of Directors	▶ Name <u>De La Riva, Eddie</u> (Last, First) Alternate, if any <u>Garcia, Frank</u> (Last, First)	▶ <u>1/8/2020</u> Appt Date ▶ <u>Until Replaced</u> Length of Term	▶ Per Meeting: \$ <u>250.00</u> ▶ Estimated Annual: ☐ \$0-\$1,000 ☐ \$2,001-\$3,000 ☐ \$1,001-\$2,000 ☐ <u>Other</u>

3. Verification

I have read and understand FPPC Regulation 18702.5. I have verified that the appointment and information identified above is true to the best of my information and belief.

Signature of Agency Head or Designee	<u>Daisy Guerrero</u>	ATTCM / Deputy City Clerk	<u>12/18/2024</u>
	Print Name	Title	(Month, Day, Year)

Comment: _____

Print

Clear

FPPC Form 806 (1/18)
FPPC Toll-Free Helpline: 866/ASK-FPPC (866/275-3772)

Agency Report of: Public Official Appointments

Background

This form is used to report additional compensation that officials receive when appointing themselves to positions on committees, boards, or commissions of another public agency or to a committee or position of the agency of which the public official is a member.

This form is required pursuant to FPPC Regulation 18702.5. Each agency must post on its website a single Form 806 which lists all the paid appointed positions to which an official will vote to appoint themselves. When there is a change in compensation or a new appointment, the Form 806 is updated to reflect the change. The form must be updated promptly as changes occur.

Instructions

This form must be posted prior to a vote (or consent item) to appoint a governing board member if the appointee will participate in the decision and the appointment results in additional compensation to the appointee.

FPPC Regulation 18702.5 provides that as long as the public is informed prior to a vote, an official may vote to hold another position even when the vote results in additional compensation.

Part 1. Agency Identification

Identify the agency name and information on who should be contacted for information.

Part 2. Appointments

Identify the name of the other agency, board or commission. List the name of the official, and an alternate, if any.

List the appointment date and the length of term the agency official will serve. Disclose the stipend provided per meeting and the estimated annual payment. The annual salary is an estimate as it will likely vary depending upon the number of meetings. It is not necessary to revise the estimate at the end of the calendar year.

Part 3. Verification

The agency head or his/her designee must sign the verification.

Frequently Asked Questions (FAQs)

1. When does an agency need to complete the Form 806?

A Form 806 is required when an agency's board members vote to appoint a board member to serve on another governmental agency or position of the agency of which the official is a member and will receive additional compensation.

2. The city council votes to serve as the city's housing authority, a separate entity. Will the Form 806 be required?

If the council members receive additional compensation for serving on the housing authority, the Form 806 is required.

3. Are appointments made by a governing board to appoint one of its members to serve as an officer of that board for additional pay (e.g., mayor) required to be disclosed on Form 806?

No. FPPC Regulation 18702.5(b)(6) exempts from this requirement decisions to fill a position on the body of which the official is a member (such as a councilmember being appointed as mayor) despite an increase in compensation.

4. In determining the income, must the agency include mileage reimbursements, travel payments, health benefits, and other compensation?

No. FPPC Regulation 18702.5 requires only the amount of the stipend or salary to be reported.

5. Which agency must post the Form 806?

The agency that is voting to appoint a public official must post the Form 806 on its website. The agency that the official will serve as a member is not required to post the Form 806. The form is not sent to the FPPC.

6. When must the Form 806 be updated?

The Form 806 should be amended promptly upon any of the following circumstances: (1) the number of scheduled meetings is changed, (2) there is a change in the compensation paid to the members, (3) there is a change in membership on the board or commission, or (4) there is a new appointment to a new agency.

7. If officials choose to recuse themselves from the decision and leave the room when a vote is taken to make an appointment, must the Form 806 be completed?

No. The Form 806 is only required to identify those officials that will vote on an appointment in which the official will also receive additional compensation.

Privacy Information Notice

Information requested by the FPPC is used to administer and enforce the Political Reform Act. Failure to provide information may be a violation subject to penalties. All reports are public records available for inspection and reproduction. Direct questions to FPPC's General Counsel, Fair Political Practices Commission, 1102 Q Street, Suite 3050, Sacramento, CA 95811.

**Agency Report of:
Public Official Appointments
Continuation Sheet**

California
Form **806**
A Public Document

Page 2 of 2

1. Agency Name City of Maywood	Date Posted: <u>12/18/2025</u> (Month, Day, Year)
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2. Appointments

Agency Boards and Commissions	Name of Appointed Person	Appt Date and Length of Term	Per Meeting/Annual Salary/Stipend
League of California Cities - Los Angeles Division	▶ Name <u>Flores, Jaime</u> (Last, First) Alternate, if any <u>Aguiluz, Mayra</u> (Last, First)	▶ <u> </u> Appt Date ▶ <u>Until Replaced</u> Length of Term	▶ Per Meeting: \$ <u>0.00</u> ▶ Estimated Annual: ☐ \$0-\$1,000 ☐ \$2,001-\$3,000 ☐ \$1,001-\$2,000 ☐ <u> </u> Other
Los Angeles County City Selection Committee	▶ Name <u>Aguiluz, Mayra</u> (Last, First) Alternate, if any <u>N/A</u> (Last, First)	▶ <u>12/17/2024</u> Appt Date ▶ <u>Until Replaced</u> Length of Term	▶ Per Meeting: \$ <u>0.00</u> ▶ Estimated Annual: ☐ \$0-\$1,000 ☐ \$2,001-\$3,000 ☐ \$1,001-\$2,000 ☐ <u> </u> Other
Sanitation Districts of Los Angeles County	▶ Name <u>Aguiluz, Mayra</u> (Last, First) Alternate, if any <u>Garcia, Frank</u> (Last, First)	▶ <u>12/17/2024</u> Appt Date ▶ <u>Until Replaced</u> Length of Term	▶ Per Meeting: \$ <u>125.00</u> ▶ Estimated Annual: ☐ \$0-\$1,000 ☐ \$2,001-\$3,000 ☐ \$1,001-\$2,000 ☐ <u> </u> Other
Southern California Association of Governments (SCAG)	▶ Name <u>Marquez, Heber</u> (Last, First) Alternate, if any <u>Jaime, Flores</u> (Last, First)	▶ <u>12/17/2024</u> Appt Date ▶ <u>Until Replaced</u> Length of Term	▶ Per Meeting: \$ <u>0.00</u> ▶ Estimated Annual: ☐ \$0-\$1,000 ☐ \$2,001-\$3,000 ☐ \$1,001-\$2,000 ☐ <u> </u> Other
	▶ Name <u> </u> (Last, First) Alternate, if any <u> </u> (Last, First)	▶ <u> </u> Appt Date ▶ <u> </u> Length of Term	▶ Per Meeting: \$ <u> </u> ▶ Estimated Annual: ☐ \$0-\$1,000 ☐ \$2,001-\$3,000 ☐ \$1,001-\$2,000 ☐ <u> </u> Other
	▶ Name <u> </u> (Last, First) Alternate, if any <u> </u> (Last, First)	▶ <u> </u> Appt Date ▶ <u> </u> Length of Term	▶ Per Meeting: \$ <u> </u> ▶ Estimated Annual: ☐ \$0-\$1,000 ☐ \$2,001-\$3,000 ☐ \$1,001-\$2,000 ☐ <u> </u> Other

Print

Clear

FPPC Form 806 (1/18)
FPPC Toll-Free Helpline: 866/ASK-FPPC (866/275-3772)



**CITY OF MAYWOOD
CITY COUNCIL APPOINTMENTS TO BOARDS/COMMITTEES
AS OF DECEMBER 17, 2024**

Committee	Delegate	Alternate	Date/Time	Stipend
<u>California Contract Cities Board of Directors</u> 17315 Studebaker Road #210 Cerritos, CA 90703 (562) 622-5533 staff@contractcities.org	Aguiluz	Flores	3 rd Wednesday of the month 6:00 p.m.	Voluntary
<u>Gateway Cities Council of Governments</u> 16401 Paramount Boulevard Paramount, CA 90723 (562) 663-6850	Garcia	Marquez	1 st Wednesday of the month 6:00 p.m.	Stipend \$125
<u>Greater LA County Vector Control District (GLACVCD)</u> 12545 Florence Avenue Santa Fe, CA 90670 (562) 944-9656 kmiddleton@glacvcd.org	Marquez	N/A	2 nd Thursday of the month 7:00 p.m.	Stipend \$100
<u>HUB Cities Board of Directors</u> 2677 Zoe Avenue Huntington Park, A 90255 323-586-4700	De La Riva	Aguiluz	3 rd Thursday of the month 5:15 p.m.	Stipend \$250
<u>League of California Cities Los Angeles Division</u> 700 N. Alameda, Los Angeles, CA 90012 (626) 716-0076 kguerrero@cacities.org	Flores	De La Riva	1 st Thursday of the month 6:00 p.m.	Voluntary
<u>Los Angeles County City Selection Committee</u> MWD Building 700 N. Alameda Street, Los Angeles, CA 90012	Mayor Automatic Appointment	-	Meets three to four times a year	Voluntary
<u>Sanitation Districts of LA County</u> 1955 Workman Mill Road District 2 Whittier, CA 90607 (562) 908-4288 x 1500 RAsperin@lacsdc.org	Aguiluz	Garcia	2 nd Wednesday of the month 1:30 p.m.	Stipend \$125
<u>Southern California Association of Governments (SCAG)</u> 900 Wilshire Blvd. Ste 1700 Los Angeles, CA 90017 (213) 236-1800 Maywood – District 27	Marquez	Flores	Annual General Assembly Business Meeting (May)	Voluntary



CITY OF MAYWOOD CITY COUNCIL EXTERNAL BOARDS AND COMMITTEE APPOINTMENTS

This list offers a brief description of each of the external committees and their regular meeting dates, times, and locations.

California Contract Cities Association

DELEGATE: [MAYRA AGUILUZ](#)

ALTERNATE: [JAIME FLORES](#)

Meetings: 3rd Wednesday of each month, 6:00 p.m.

17315 Studebaker Rd., Suite 210, Cerritos, CA 90703

AB1234 FILING REQUIRED

California Contract Cities Association (CCCA) is a collection of member cities united for a common cause. CCCA has grown from eight contracting or member cities to 67 member cities today with more than ten million residents. The general purpose of CCCA is to serve as a rallying point for cities contracting for municipal services so that we ensure our constituents the best service at the minimum cost. Through municipal seminars, education, and the exchange of ideas and information, our association combines resources to influence policy decisions affecting our member cities.

Gateway Council of Governments

DELEGATE: [FRANK GARCIA](#)

ALTERNATE: [HEBER MARQUEZ](#)

Meetings: Board of Directors – 1st Wednesday of each month, 6:00 p.m.

17315 Studebaker Rd., Suite 210, Cerritos, CA 90703

AB1234 FILING REQUIRED

The Gateway COG consists of 27 cities in Southeast Los Angeles County and numerous unincorporated communities of the County. The County of Los Angeles and the Port of Long Beach are also member agencies. The core mission is improving the region's transportation, air quality, housing, and economic health.

Greater Los Angeles County Vector Control District

DELEGATE: [HEBER MARQUEZ](#)

ALTERNATE: [VACANT](#)

Meetings: 2nd Thursday of each month, 7:00 p.m.

12545 Florence Ave., Santa Fe Springs, CA 90670

FORM 700 & AB1234 FILING

REQUIRED

A California governmental agency committed to promoting community health, comfort, and welfare through effective and responsive vector control. The staff of California-certified vector control professionals are experts in mosquito abatement operations, disease surveillance, and public health outreach. Protecting the health of the public in the 34 cities and areas of Los Angeles County served is our number one priority. We strive to accomplish our mission with care, courtesy, and professionalism.

HUB Cities Board of Directors

DELEGATE: [EDDIE DE LA RIVA](#)

ALTERNATE: [MAYRA AGUILUZ](#)

Meetings: 3rd Thursday of each month, 5:15 p.m.

2677 Zoe Ave. 2nd Floor, Huntington Park, CA 90201

FORM 700 & AB1234 FILING

REQUIRED

A California governmental agency committed to promoting community health, comfort, and welfare through effective and responsive vector control. The staff of California-certified vector control professionals are experts in mosquito abatement operations, disease surveillance, and public health outreach. Protecting the health of the public in the 34 cities and areas of Los Angeles County served is our number one priority. We strive to accomplish our mission with care, courtesy, and professionalism.

League of California Cities: LA Division

DELEGATE: JAIME FLORES

ALTERNATE: EDDIE DE LA RIVA

Meetings: 1st Thursday of each month, 6:00 p.m. (Los Angeles County Division)

Annual Conference

1400 "K" St., Suite 400, Sacramento, CA 95814 (Sacramento)

P.O. Box 1444 Monrovia, CA 91017 (Los Angeles County Division)

The League of California Cities is an association of California city officials who work together to enhance their knowledge and skills, exchange information, and combine resources so that they may influence policy decisions that affect cities. The Los Angeles County Division is the largest of 16 regional divisions of the League of California Cities and is comprised of 86 cities in Los Angeles County, from the smallest in population (City of Vernon) to the largest (City of Los Angeles) of the state's 480 cities.

Los Angeles County City Selection Committee

DELEGATE: MAYOR AUTOMATIC APPOINTMENT

ALTERNATE: -

Meetings: Meets three or four times a year

MWD Building, 700 N. Alameda Street, Los Angeles, CA 90012

Their duties are to appoint City representatives to such Boards, Commissions, and Agencies as may be required by law, i.e., LAFCO, South Coast Air Quality Management District, Los Angeles County Metropolitan Transportation Authority, Los Angeles County Hazardous Waste Management Advisory Committee; and to nominate for appointment Members to the California Coastal Commission. Members of the LA County City Selection Committee include the Mayor of each city within Los Angeles County. Each city appoints an elected official as a delegate to the City Selection Committee; it usually is the Mayor. The term of office for each Member of the LA County City Selection Committee coincides with City Mayor terms, and the Committee meets three or four times a year, at the call of the Chairman.

Sanitation Districts of LA County

DELEGATE: MAYRA AGUILUZ

ALTERNATE: FRANK GARCIA

Meetings: 2ND Wednesday of each month, 1:30 p.m.

1955 Workman Mill Rd., Whittier, CA 90607

FORM 700 & AB1234 FILING REQUIRED

The Sanitation Districts protect public health and the environment through innovative and cost-effective wastewater and solid waste management, and in doing so convert waste into resources such as reclaimed water, energy, and recycled materials. To maximize efficiency and reduce costs, the 23 Districts work cooperatively under a Joint Administration Agreement with one administrative staff headquartered near the City of Whittier. Each Sanitation District has a Board of Directors consisting of the mayor of each city, and the Chair of the Board of Supervisors for unincorporated territory within the District. Each District pays its proportionate share of joint administrative costs.

Southern California Association of Governments

DELEGATE: HEBER MARQUEZ

ALTERNATE: JAIME FLORES

Meetings: Executive Board and subcommittee meetings are called as necessary. The General Assembly is held once a year on the first Thursday and Friday in May.

900 Wilshire Blvd., Ste. 1700, Los Angeles, CA 90017

FORM 700 REQUIRED

SCAG is the nation's largest metropolitan planning organization, representing six counties, 189 cities, and more than 19 million residents. SCAG undertakes a variety of planning and policy initiatives to encourage a more sustainable Southern California now and in the future. Under the guidance of the Regional Council and in collaboration with its partners, SCAG's mission is to facilitate a forum to develop and foster the realization of regional plans that improve the quality of life for Southern Californians.

AGENDA REPORT
CITY OF MAYWOOD



AGENDA ITEM NO. 22.

DATE: December 17, 2025

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: ROXANNE DIAZ, CITY ATTORNEY

SUBJECT: URGENCY ORDINANCE 25-05 OF THE CITY OF MAYWOOD, CALIFORNIA ADOPTING BY REFERENCE THE 2025 CALIFORNIA BUILDING CODE; THE 2025 CALIFORNIA RESIDENTIAL CODE; THE 2025 CALIFORNIA ELECTRICAL CODE; THE 2025 CALIFORNIA MECHANICAL CODE; THE 2025 CALIFORNIA PLUMBING CODE; THE 2025 CALIFORNIA ENERGY CODE; THE 2025 CALIFORNIA FIRE CODE; THE 2025 CALIFORNIA GREEN BUILDING STANDARDS CODE; THE 2025 CALIFORNIA HISTORICAL BUILDING CODE; THE 2025 CALIFORNIA EXISTING BUILDING CODE; THE 2025 CALIFORNIA REFERENCED STANDARDS CODE; THE 2025 CALIFORNIA ADMINISTRATIVE CODE; THE 1997 UNIFORM HOUSING CODE; THE UNIFORM CODE FOR THE ABATEMENT OF DANGEROUS BUILDINGS; AND THE 2024 INTERNATIONAL PROPERTY MAINTENANCE CODE, INCLUDING CERTAIN AMENDMENTS; AMENDING TITLE 8 OF THE MAYWOOD MUNICIPAL CODE; FINDING THE ACTION EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO THE COMMON SENSE EXEMPTION OF CEQA GUIDELINES SECTION 15061(b)(3); AND DECLARING THE URGENCY THEREOF

RECOMMENDATION:

Move to waive full reading and adopt Urgency Ordinance No. 25-05 of the city of Maywood, California adopting by reference the 2025 California Building Code; the 2025 California Residential Code; the 2025 California Electrical Code; the 2025 California Mechanical Code; the 2025 California Plumbing Code; the 2025 California Energy Code; the 2025 California Fire Code; the 2025 California Green Building Standards Code; The 2025 California Historical Building Code; the 2025 California Existing Building Code; the 2025 California Referenced Standards Code; the Uniform Code for the Abatement of Dangerous Buildings; and the 2024 International Property Maintenance Code, including certain amendments; Amending Title 8 of the Maywood Municipal Code; Finding the action exempt from the California Environmental Quality Act (CEQA) pursuant to the common sense exemption of CEQA guidelines section 15061(b)(3); and Declaring the Urgency thereof

BACKGROUND:

The California Building Standards Commission has released the 2025 Edition of the California Building Standards Codes on July 1, 2025. State law requires all cities to adopt the updated codes by reference within 180 days of publication, with an effective date of January 1, 2026. Adoption of the 2025 California Building Standards Code ensures that the City of Maywood remains compliant with state-mandated safety, energy, and accessibility standards that protect public health and welfare. The proposed ordinance adopts by reference the California Building Standards Code, which establishes minimum requirements for building safety. Local administrative amendments are included to align enforcement procedures and maintain continuity with existing

municipal regulations.

DISCUSSION:

Every three years, the California Building Standards Commission adopts a new version of the California Building Standards Code, codified in Title 24 of the California Code of Regulations (CCR). On July 1, 2025, the commission published the 2025 edition of the code. The proposed Ordinance adopts by reference the 2025 California Building Standards Code (CCR Title 24) and the 2024 International Property Maintenance Code, including certain city amendments. To ensure that these local amendments, because of the climatic and geological conditions of the City, take effect without delay, an urgency ordinance is presented for City Council consideration so that this will be in effect on January 1, 2026. The City has previously adopted amendments to the code and Staff is proposing that those amendments continue. The required findings for those amendments are set forth in Exhibit A to the ordinance. The urgency ordinance is necessary to protect the public health and safety by avoiding any regulatory gaps during the transition to the new code cycle. It allows for the timely implementation of local standards. The urgency ordinance, if adopted, will ensure that the Building Standards Code and any local amendments take effect on January 1, 2026. An urgency ordinance requires an affirmative 4 votes from the City Council and urgency findings are set forth in the ordinance.

In January, staff will bring forward the same ordinance to be adopted through the regular process, which includes first reading and a public hearing on second reading.

LEGAL REVIEW:

This agenda report was written by the City Attorney.

FISCAL IMPACT:

F.Y. 24-25 Impact:	Current F.Y. Budget:
Fund Impacted:	Budget adjustment requested:
Source of funds:	Updated Account Budget:
Account Number	For fiscal year:

ATTACHMENT(S)

1. Urgency Ordinance No. 25-05

URGENCY ORDINANCE NO. 25-05

AN URGENCY ORDINANCE OF THE CITY OF MAYWOOD, CALIFORNIA ADOPTING BY REFERENCE THE 2025 CALIFORNIA BUILDING CODE; THE 2025 CALIFORNIA RESIDENTIAL CODE; THE 2025 CALIFORNIA ELECTRICAL CODE; THE 2025 CALIFORNIA MECHANICAL CODE; THE 2025 CALIFORNIA PLUMBING CODE; THE 2025 CALIFORNIA ENERGY CODE; THE 2025 CALIFORNIA FIRE CODE; THE 2025 CALIFORNIA GREEN BUILDING STANDARDS CODE; THE 2025 CALIFORNIA HISTORICAL BUILDING CODE; THE 2025 CALIFORNIA EXISTING BUILDING CODE; THE 2025 CALIFORNIA REFERENCED STANDARDS CODE; THE 2025 CALIFORNIA ADMINISTRATIVE CODE; THE 1997 UNIFORM HOUSING CODE; THE UNIFORM CODE FOR THE ABATEMENT OF DANGEROUS BUILDINGS; AND THE 2024 INTERNATIONAL PROPERTY MAINTENANCE CODE, INCLUDING CERTAIN AMENDMENTS; AMENDING TITLE 8 OF THE MAYWOOD MUNICIPAL CODE; FINDING THE ACTION EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO THE COMMON SENSE EXEMPTION OF CEQA GUIDELINES SECTION 15061(b)(3); AND DECLARING THE URGENCY THEREOF

WHEREAS, in July 2025, the California Building Standards Commission adopted the 2025 Edition of the California Building Standards Code ("CBSC"), effective January 1, 2026 and codified in Title 24 of the California Code of Regulations; and

WHEREAS, pursuant to California Government Code Section 50022.2, the City of Maywood ("City") may adopt the 2022 Edition of the CBSC by reference; and

WHEREAS, pursuant to sections 17958.7 and 18941.5 of the California Health & Safety Code, the City may adopt local amendments to the CBSC determined by the City Council to be reasonably necessary because of local climatic, geological, or topographical conditions; and

WHEREAS, the City desires to adopt the 2025 edition of the CBSC with local amendments to provide for the issuance of permits and the collection of fees, to provide adequate remedies for code violations, to establish administrative procedures consistent with City protocols, and to ensure that the state standards are reasonably tailored to local conditions; and

WHEREAS, based on the foregoing, the City Council of the City of Maywood does hereby find that except as otherwise provided in Exhibit A, the proposed amendments to the 2022 Edition of the CBSC are limited to administrative or procedural clarifications of the CBSC and the other codes adopted by this Ordinance ("Codes") and concern themselves with subjects that either are not covered by the Codes or are reasonably

necessary to effectively implement the Codes. Therefore, for those provisions, express findings of unique local conditions are not required.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MAYWOOD
DOES ORDAIN AS FOLLOWS:**

SECTION 1. Chapter 1 (Building Code) of Title 8 (Building Regulations) of the Maywood Municipal Code is hereby amended in its entirety to read as follows:

“8-1.01 California Building Code Adopted by Reference.

A. Except as hereinafter provided, the 2025 edition of the California Building Code (Part 2 of Title 24 of the California Code of Regulations) is hereby adopted by reference as the Building Code for the City of Maywood (“Building Code”).

B. Not less than one copy of said 2025 California Building Code together with any and all amendments thereto proposed by the City of Maywood, shall be maintained in the office of the City Clerk, and shall be made available for public inspection while the Building Code is in force.

8-1.02 - Amendments: Section 109.2 Schedule of permit fees.

Section 109.2 of the Building Code is hereby amended to read as follows:

109.2 Schedule of permit fees. On buildings, structures, electrical, gas, mechanical, and plumbing systems or alterations requiring a permit, a fee for each permit shall be paid as required, in accordance with the schedule as established by the City Council. The fee schedules adopted by the City Council shall apply to fees arising under the building code, except where a different fee has been adopted by resolution of the city council.

109.2.1 Plan Checking Fees. A plan-checking fee, as established by resolution adopted or amended by the City Council, shall be paid to the City at the time of submitting plans and specifications for plan checking. Where plans are incomplete or changed so as to require additional plan checking, an additional plan-checking fee shall be charged at a rate established by the Building Official.

8-1.03 - Amendments: Section 109.4 Work Commencing Before Permit Issuance.

Section 109.4 of the Building Code is hereby amended to read as follows:

Sec. 109.4 Work Commencing Before Permit Issuance. When work for which a permit is required by this Chapter of said Building Code is started or proceeded prior to obtaining such permit, an investigation fee equal to the fees specified in Section 1.04 of this Chapter shall be charged as an investigation fee but in no case shall be less than One Hundred and no/100ths (\$100.00) Dollars. The payment of such an investigation

fee shall not relieve any person from fully complying with the requirements of this Chapter or said Building Code in the execution of the work not from any other penalties in this section.

8-1.04 - Violations

A. Any person who violates a provision of this Building Code or fails to comply with any of the requirements thereof, or who erects, constructs, alters or repairs a building or structure in violation of the approved construction documents or directive of the building official, or of a permit or certificate issued under the provisions of this Building Code, is guilty of a misdemeanor, and each such person shall be deemed guilty of a separate offense for each and every day, or portion thereof, during which any violation of any provision of the Building Code is committed. Each person shall be punishable by a fine not to exceed one thousand dollars or imprisonment not to exceed six months, or by both a fine and imprisonment. The imposition of such penalty for any violation shall not excuse the violation or permit it to continue.

B. For every violation determined to be an infraction under the Building Code, such violation is punishable in such manner and to such extent as is provided by Section 1-2.01(b) of the Maywood Municipal Code.

C. Violations Including Aiding, Abetting, and Concealing. Every person who causes, aids, abets or conceals the fact of a violation of this Building Code is guilty of violating this code.

D. Enforcement by Civil Action. In addition to the penalties provided herein, the said code may be enforced by civil action. Any condition existing in violation of this code is a public nuisance and may be summarily abated by the City.”

SECTION 2. Chapter 2 (Building Moving) of Title 8 (Building Regulations) of the Maywood Municipal Code is hereby amended in its entirety to read as follows:

“Chapter 2 - Existing Building Code.

“8-2.01 California Existing Building Code Adopted by Reference.

A. Except as hereinafter provided, the 2025 edition of the California Existing Building Code (Part 10 of Title 24 of the California Code of Regulations) is hereby adopted by reference as the Existing Building Code for the City of Maywood (“Existing Building Code”).

B. Not less than one copy of said 2025 California Existing Building Code together with any and all amendments thereto proposed by the City of Maywood, shall be maintained in the office of the City Clerk, and shall be made available for public inspection while the Existing Building Code is in force.

8-2.02 - Violations

A. Any person who violates a provision of this Existing Building Code or fails to comply with any of the requirements thereof, or who erects, constructs, alters or repairs a building or structure in violation of the approved construction documents or directive of the building official, or of a permit or certificate issued under the provisions of this Existing Building Code, is guilty of a misdemeanor, and each such person shall be deemed guilty of a separate offense for each and every day, or portion thereof, during which any violation of any provision of the Existing Building Code is committed. Each person shall be punishable by a fine not to exceed one thousand dollars or imprisonment not to exceed six months, or by both a fine and imprisonment. The imposition of such penalty for any violation shall not excuse the violation or permit it to continue.

B. For every violation determined to be an infraction under the Existing Building Code, such violation is punishable in such manner and to such extent as is provided by Section 1-2.01(b) of the Maywood Municipal Code.

C. Violations Including Aiding, Abetting, and Concealing. Every person who causes, aids, abets or conceals the fact of a violation of this Existing Building Code is guilty of violating this code.

D. Enforcement by Civil Action. In addition to the penalties provided herein, the said code may be enforced by civil action. Any condition existing in violation of this code is a public nuisance and may be summarily abated by the City."

SECTION 3. Chapter 3 (Electrical Code) of Title 8 (Building Regulations) of the Maywood Municipal Code is hereby amended in its entirety to read as follows:

"8-3.01. California Electrical Code Adopted by Reference.

A. Except as hereinafter provided, the 2025 California Electrical Code (Part 3 of Title 24 of the California Code of Regulations), together with any amendments and appendices thereof is hereby adopted by reference as the Electrical Code of the City of Maywood ("Electrical Code")

B. Not less than one copy of said 2025 California Electrical Code together with any and all amendments thereto proposed by the City of Maywood shall be maintained in the office of the City Clerk, and shall be made available for public inspection while the Electrical Code is in force.

8-3.02. Amendments: Article 230 Installation.

Article 230.30 of the 2025 California Electrical Code is hereby amended by adding the additional paragraphs to read as follows:

(C) Underground service laterals required for new construction.

All new buildings and structures in the City shall provide underground electrical and communications service laterals on the premises to be served as hereinafter required. This provision shall not apply to utility lines that do not provide service in the area being developed.

(D) Underground utilities for new buildings.

All electrical, telephone, community antenna television system (CATV), and similar service wires or cables which provide direct service to new buildings and structures shall be installed underground in compliance with all applicable building and electrical codes, safety regulations and orders, and the rules of the Public Utilities Commission of the State of California.

(E) Underground utilities for existing buildings.

Existing overhead wires and/or new utility service shall be placed underground when one or more new dwelling units are created in an existing building and one or both of the following apply:

1. The expansion exceeds fifty (50) percent of the existing gross floor area; or
2. The cost of remodeling, expansion or improvement exceeds fifty (50) percent of the value of the existing structure as determined by the building official.

Exception: Undergrounding shall not be required if Southern California Edison deems in writing that such underground installation is infeasible based upon its service requirements or to the unavailability of necessary easements.

(F) Responsibility for compliance.

The developer and owner are jointly and severally responsible for complying with the requirements of this chapter and shall make the necessary arrangements with the utility companies for the installation of such facilities.

(G) Existing underground areas.

On streets where electrical and communications lines have been placed underground or where no overhead lines presently exist on or before July 1, 1977, said lines shall remain permanently underground and no additional electric or communications service facilities shall be added on said streets unless they are placed underground.

8-3.03. Permits.

1. No alteration or addition shall be made to any existing wiring, or shall any wiring for the placing or installation of any electric light, power, or heating device, or any apparatus which generates, transmits, transforms, or utilizes electricity, operating at a voltage exceeding twenty-five (25) volts between conductors or capable of supplying more than fifty (50) watts, be made without first obtaining a permit therefor from the Building Official, excepting minor repair work, such as repairing flush and snap switches, replacing fuses, changing lamp sockets and receptacles, taping bare joints, repairing drop cords, and the like.

2. The application, plan, and specifications filed as required by this chapter shall be checked by the Building Official, and, if found to be in conformity with the requirements of this Code and all other laws or ordinances applicable thereto, the Building Official, upon the receipt of the required fee, shall issue a permit therefor. Every permit issued shall be valid only for the location described on the application therefor.

8-3.04. Permission to cover work.

It shall be unlawful for any person to lath over, seal, cover, or conceal any electrical wiring or other electrical equipment, for the installation of which a permit is provided for in this chapter, until such electrical wiring or other electrical equipment shall have been inspected and approved by the Building Official, The Building Official, shall have the power to remove, or to require the removal of, any obstruction which prevents the proper inspection of any electrical equipment.

8-3.05 - Connections.

It shall be unlawful to energize, or cause or permit to be energized, any electrical wiring coming under the provisions of this chapter until such electrical wiring shall have been inspected and approved by the Building Official; provided, however, the Building Official, may give written temporary permission to furnish electric current to, or the use of electric current through, any electrical wiring for a length of time not exceeding thirty (30) days if it appears to the Building Official, that such electrical wiring may be used safely for such purposes and that there exists an urgent necessity for such use.

8-3.06. Reinspections.

1. The Building Official is hereby authorized and empowered to make, at such times and as often as in his discretion it may seem necessary, a thorough reinspection of the installation in or on any building, structure, or premises of all electrical wiring, electrical devices, and electrical material now installed or that may hereafter be installed within the City. When the installation

of any such wiring device or material is found to be in a dangerous or unsafe condition, the person, firm, corporation, or governmental agency owning, using, or operating the same shall be notified in writing and shall make the necessary repairs or changes required to place such wiring, device, or material in a safe condition and to have such work completed within a period of ten (10) days after such notice, or within such other reasonable period specified by the Building Official in such notice, and shall pay such fees as are required by the provisions of this chapter.

2. The Building Official is hereby empowered to disconnect, or to order the discontinuance of, electrical service to wiring, devices, or materials found to be defective until the installation of such wiring, devices, or materials has been made safe as directed by the Building Official, and any person, firm, corporation, political subdivision, or governmental agency ordered to discontinue such electrical service shall do so within twenty-four (24) hours after the receipt of such notice and shall not reconnect such service or allow the service to be reconnected until notified so to do by the Building Official.

8-3.07. Plans and specifications.

Plans and specifications, when required, shall be filed with the Building Official, and approved prior to applying for an electrical permit and installing any wiring. When a plan check is required, a plan-check fee as specified by resolution adopted or amended by the City Council may be charged.

8-3.08. Violations

A. Any person who violates a provision of this Electrical Code or fails to comply with any of the requirements thereof, or of a permit or certificate issued under the provisions of this Electrical Code, is guilty of a misdemeanor, and each such person shall be deemed guilty of a separate offense for each and every day, or portion thereof, during which any violation of any provision of the Electrical Code is committed. Each person shall be punishable by a fine not to exceed one thousand dollars or imprisonment not to exceed six months, or by both a fine and imprisonment. The imposition of such penalty for any violation shall not excuse the violation or permit it to continue.

B. For every violation determined to be an infraction under the Electrical Code, such violation is punishable in such manner and to such extent as is provided by Section 1-2.01(b) of the Maywood Municipal Code.

C. Violations Including Aiding, Abetting, and Concealing. Every person who causes, aids, abets or conceals the fact of a violation of this Electrical Code is guilty of violating this code.

D. Enforcement by Civil Action. In addition to the penalties provided herein, the said code may be enforced by civil action. Any condition existing in violation of this code is a public nuisance and may be summarily abated by the City.”

SECTION 4. Chapter 5 (Fire Code) of Title 8 (Building Regulations) of the Maywood Municipal Code is hereby amended in its entirety to read as follows:

“8-5.01 - California Fire Code Adopted by Reference.

A. Except as hereinafter provided, the 2025 California Fire Code (Part 9 of Title 24 of the California Code of Regulations) is hereby adopted by reference as the Fire Code for the City of Maywood (“Fire Code”).

B. Not less than one copy of said of 2025 California Fire Code together shall be maintained in the office of the City Clerk, and shall be made available for public inspection while the Fire Code is in force.

8-5.02 - Violation; Penalties.

A. Any person who violates a provision of this Fire Code or fails to comply with any of the requirements thereof, or of a permit or certificate issued under the provisions of this Fire Code, is guilty of a misdemeanor, and each such person shall be deemed guilty of a separate offense for each and every day, or portion thereof, during which any violation of any provision of the Fire Code is committed. Each person shall be punishable by a fine not to exceed one thousand dollars or imprisonment not to exceed six months, or by both a fine and imprisonment. The imposition of such penalty for any violation shall not excuse the violation or permit it to continue.

B. For every violation determined to be an infraction under the Fire Code, such violation is punishable in such manner and to such extent as is provided by Section 1-2.01(b) of the Maywood Municipal Code.

C. Violations Including Aiding, Abetting, and Concealing. Every person who causes, aids, abets or conceals the fact of a violation of this Fire Code is guilty of violating this code.

D. Enforcement by Civil Action. In addition to the penalties provided herein, the said code may be enforced by civil action. Any condition existing in violation of this code is a public nuisance and may be summarily abated by the City.”

SECTION 5. Chapter 6 (Plumbing Code) of Title 8 (Building Regulations) of the Maywood Municipal Code is hereby amended in its entirety to read as follows:

“8-6.01 - California Plumbing Code Adopted by Reference.

A. Except as hereinafter provided, the 2025 California Plumbing Code (Part 5 of Title 24 of the California Code of Regulations) is hereby adopted by reference as the Plumbing Code for the City of Maywood (“Plumbing Code”).

B. Not less than one copy of said of 2025 California Plumbing Code together shall be maintained in the office of the City Clerk, and shall be made available for public inspection while the Plumbing Code is in force.

8-6.02 - Violation; Penalties.

A. Any person who violates a provision of this Plumbing Code or fails to comply with any of the requirements thereof, or of a permit or certificate issued under the provisions of this Plumbing Code, is guilty of a misdemeanor, and each such person shall be deemed guilty of a separate offense for each and every day, or portion thereof, during which any violation of any provision of the Plumbing Code is committed. Each person shall be punishable by a fine not to exceed one thousand dollars or imprisonment not to exceed six months, or by both a fine and imprisonment. The imposition of such penalty for any violation shall not excuse the violation or permit it to continue.

B. For every violation determined to be an infraction under the Plumbing Code, such violation is punishable in such manner and to such extent as is provided by Section 1-2.01(b) of the Maywood Municipal Code.

C. Violations Including Aiding, Abetting, and Concealing. Every person who causes, aids, abets or conceals the fact of a violation of this Plumbing Code is guilty of violating this code.

D. Enforcement by Civil Action. In addition to the penalties provided herein, the said code may be enforced by civil action. Any condition existing in violation of this code is a public nuisance and may be summarily abated by the City.”

SECTION 6. Chapter 8 (Uniform Sign Code) of Title 8 (Building Regulations) of the Maywood Municipal Code is hereby amended in its entirety to read as follows:

“Chapter 8 - Referenced Standards Code

8-9.01 - California Referenced Standards Code Adopted by Reference.

A. The 2025 California Referenced Standards Code (Part 12 of Title 24 of the California Code of Regulations) is hereby adopted by reference as the Referenced Standards Code for the City of Maywood (“Referenced Standards Code”).

B. Not less than one copy of said of 2025 California Referenced Standards Code shall be maintained in the office of the City Clerk, and shall be made available for public inspection while the Referenced Standards Code is in force.”

SECTION 7. Chapter 9 (Unsafe, Dangerous, and Substandard Buildings and Premises) of Title 8 (Building Regulations) of the Maywood Municipal Code is hereby amended in its entirety to read as follows:

“8-9.01 - Uniform Code for the Abatement of Dangerous Buildings Adopted by Reference.

A. For the purpose of regulating buildings or structures which are dilapidated, unsafe, dangerous, unsanitary, or a menace to the life, limb, health, morals, property, safety, and general welfare of the people of the City, or which are a likely resort for vagrant or dissolute persons, the Uniform Code for the Abatement of Dangerous Buildings, 1997 Edition, is hereby adopted by reference as the Abatement of Dangerous Buildings Code for the City of Maywood (“Abatement of Dangerous Buildings Code”).

B. Not less than one copy of said of the Uniform Code for the Abatement of Dangerous Buildings, 1997 Edition, shall be maintained in the office of the City Clerk, and shall be made available for public inspection while the Abatement of Dangerous Buildings Code is in force.

8-9.02 - Violation; Penalties.

A. Any person who violates a provision of this Abatement of Dangerous Buildings Code or fails to comply with any of the requirements thereof, or of a permit or certificate issued under the provisions of this Abatement of Dangerous Buildings Code, is guilty of a misdemeanor, and each such person shall be deemed guilty of a separate offense for each and every day, or portion thereof, during which any violation of any provision of the Abatement of Dangerous Buildings Code, is committed. Each person shall be punishable by a fine not to exceed one thousand dollars or imprisonment not to exceed six months, or by both a fine and imprisonment. The

imposition of such penalty for any violation shall not excuse the violation or permit it to continue.

B. For every violation determined to be an infraction under the Abatement of Dangerous Buildings Code, such violation is punishable in such manner and to such extent as is provided by Section 1-2.01(b) of the Maywood Municipal Code.

C. Violations Including Aiding, Abetting, and Concealing. Every person who causes, aids, abets or conceals the fact of a violation of this Abatement of Dangerous Buildings Code is guilty of violating this code.

D. Enforcement by Civil Action. In addition to the penalties provided herein, the said code may be enforced by civil action. Any condition existing in violation of this code is a public nuisance and may be summarily abated by the City."

SECTION 8. Chapter 11 (Uniform Housing Code) of Title 8 (Building Regulations) of the Maywood Municipal Code is hereby amended in its entirety to read as follows:

"8-11.01 - Uniform Housing Code Adopted by Reference.

A. For the purpose of providing minimum requirements for the protection of life, limb, health, property, safety, and welfare of the general public and the owners and occupants of residential buildings, the Uniform Housing Code, 1997 Edition, is hereby adopted by reference as the Housing Code for the City of Maywood ("Housing Code").

B. Not less than one copy of said of the Uniform Housing Code, 1997 Edition, shall be maintained in the office of the City Clerk, and shall be made available for public inspection while the Housing Code is in force.

8-11.02 - Violation; Penalties.

A. Any person who violates a provision of this Housing Code or fails to comply with any of the requirements thereof, or of a permit or certificate issued under the provisions of this Housing Code, is guilty of a misdemeanor, and each such person shall be deemed guilty of a separate offense for each and every day, or portion thereof, during which any violation of any provision of the Housing Code, is committed. Each person shall be punishable by a fine not to exceed one thousand dollars or imprisonment not to exceed six months, or by both a fine and imprisonment. In addition, the conviction of any such offense shall be cause for the immediate suspension or revocation of any permit, license, or certificate of qualification or registration issued to the person so convicted. The imposition of such penalty for any violation shall not excuse the violation or permit it to continue.

B. For every violation determined to be an infraction under the Housing Code, such violation is punishable in such manner and to such extent as is provided by Section 1-2.01(b) of the Maywood Municipal Code.

C. Violations Including Aiding, Abetting, and Concealing. Every person who causes, aids, abets or conceals the fact of a violation of this Abatement of Dangerous Buildings Code is guilty of violating this code.

D. Enforcement by Civil Action. In addition to the penalties provided herein, the said code may be enforced by civil action. Any condition existing in violation of this code is a public nuisance and may be summarily abated by the City.”

SECTION 9. Chapter 12 (Mechanical Code) of Title 8 (Building Regulations) of the Maywood Municipal Code is hereby amended in its entirety to read as follows:

“8-12.01 - California Mechanical Code Adopted by Reference.

A. Except as provided herein, the 2025 California Mechanical Code (Part 4 of Title 24 of the California Code of Regulations) including all appendices is hereby adopted by reference as the Mechanical Code for the City of Maywood (“Mechanical Code”).

B. Not less than one copy of said of 2022 California Mechanical Code shall be maintained in the office of the City Clerk, and shall be made available for public inspection while the Mechanical Code is in force.

8-12.02 - Violations.

A. Any person who violates a provision of this Mechanical Code or fails to comply with any of the requirements thereof, or of a permit or certificate issued under the provisions of this Mechanical Code, is guilty of a misdemeanor, and each such person shall be deemed guilty of a separate offense for each and every day, or portion thereof, during which any violation of any provision of the Mechanical Code is committed. Each person shall be punishable by a fine not to exceed one thousand dollars or imprisonment not to exceed six months, or by both a fine and imprisonment. The imposition of such penalty for any violation shall not excuse the violation or permit it to continue.

B. For every violation determined to be an infraction under the Mechanical Code, such violation is punishable in such manner and to such extent as is provided by Section 1-2.01(b) of the Maywood Municipal Code.

C. Violations Including Aiding, Abetting, and Concealing. Every person who

causes, aids, abets or conceals the fact of a violation of this Mechanical Code is guilty of violating this code.

D. Enforcement by Civil Action. In addition to the penalties provided herein, the said code may be enforced by civil action. Any condition existing in violation of this code is a public nuisance and may be summarily abated by the City.”

SECTION 10. Chapter 13 (Energy Conservation Regulations) of Title 8 (Building Regulations) of the Maywood Municipal Code is hereby amended in its entirety to read as follows:

“Chapter 13 - California Energy Code.

8-13.01 - California Energy Code Adopted by Reference.

A. The 2025 edition of the California Energy Code (Part 6 of Title 24 of the California Code of Regulations) is hereby adopted by reference as the Energy Code for the City of Maywood (“Energy Code”).

B. Not less than one copy of said of 2025 California Energy Code shall be maintained in the office of the City Clerk, and shall be made available for public inspection while the Energy Code is in force.

8-13.02. Violations.

A. Any person who violates a provision of this Energy Code or fails to comply with any of the requirements thereof, or of a permit or certificate issued under the provisions of this Energy Code, is guilty of a misdemeanor, and each such person shall be deemed guilty of a separate offense for each and every day, or portion thereof, during which any violation of any provision of the Energy Code is committed. Each person shall be punishable by a fine not to exceed one thousand dollars or imprisonment not to exceed six months, or by both a fine and imprisonment. The imposition of such penalty for any violation shall not excuse the violation or permit it to continue.

B. For every violation determined to be an infraction under the Energy Code, such violation is punishable in such manner and to such extent as is provided by Section 1-2.01(b) of the Maywood Municipal Code.

C. Violations Including Aiding, Abetting, and Concealing. Every person who causes, aids, abets or conceals the fact of a violation of this Energy Code is guilty of violating this code.

D. Enforcement by Civil Action. In addition to the penalties provided herein, the said code may be enforced by civil action. Any condition existing in violation of this

code is a public nuisance and may be summarily abated by the City.”

SECTION 11. Chapter 18 (Residential Code) of Title 8 (Building Regulations) of the Maywood Municipal Code is hereby amended in its entirety to read as follows:

“Chapter 18 - RESIDENTIAL CODE

8-18.01 - California Residential Code adopted by reference.

A. Except as hereinafter provided, the 2025 California Residential Code (Part 2.5 of Title 24 of the California Code of Regulations) is hereby adopted by reference as the Residential Code for the City of Maywood (“Residential Code”).

B. Not less than one copy of said 2025 California Residential Code shall be maintained in the office of the City Clerk, and shall be made available for public inspection while the Residential Code is in force.

8-18.02 - Penalty—Violations.

A. Any person who violates a provision of this Residential Code or fails to comply with any of the requirements thereof, or of a permit or certificate issued under the provisions of this Residential Code, is guilty of a misdemeanor, and each such person shall be deemed guilty of a separate offense for each and every day, or portion thereof, during which any violation of any provision of the Residential Code is committed. Each person shall be punishable by a fine not to exceed one thousand dollars or imprisonment not to exceed six months, or by both a fine and imprisonment. The imposition of such penalty for any violation shall not excuse the violation or permit it to continue.

B. For every violation determined to be an infraction under the Residential Code, such violation is punishable in such manner and to such extent as is provided by Section 1-2.01(b) of the Maywood Municipal Code.

C. Violations Including Aiding, Abetting, and Concealing. Every person who causes, aids, abets or conceals the fact of a violation of this Residential Code is guilty of violating this code.

D. Enforcement by Civil Action. In addition to the penalties provided herein, the said code may be enforced by civil action. Any condition existing in violation of this code is a public nuisance and may be summarily abated by the City.”

SECTION 12. Chapter 19 (Green Building Standards Code) of Title 8 (Building Regulations) of the Maywood Municipal Code is hereby amended in its entirety to read as follows:

“8-19.01 - California Green Building Standards Code Adopted by Reference.

A. The 2025 edition of the California Green Building Standards Code (Part 11 of Title 24 of the California Code of Regulations) is hereby adopted by reference as the Green Building Standards Code for the City of Maywood (“Green Building Code”).

B. Not less than one copy of said 2025 Green Building Standards Code shall be maintained in the office of the City Clerk, and shall be made available for public inspection while the Green Building Code is in force.

8-19.02 - Violations: Penalties.

A. Any person who violates a provision of this Green Building Code or fails to comply with any of the requirements thereof, or of a permit or certificate issued under the provisions of this Green Building Code, is guilty of a misdemeanor, and each such person shall be deemed guilty of a separate offense for each and every day, or portion thereof, during which any violation of any provision of the Green Building Code is committed. Each person shall be punishable by a fine not to exceed one thousand dollars or imprisonment not to exceed six months, or by both a fine and imprisonment. The imposition of such penalty for any violation shall not excuse the violation or permit it to continue.

B. For every violation determined to be an infraction under the Green Building Code, such violation is punishable in such manner and to such extent as is provided by Section 1-2.01(b) of the Maywood Municipal Code.

C. Violations Including Aiding, Abetting, and Concealing. Every person who causes, aids, abets or conceals the fact of a violation of this Green Building Code is guilty of violating this code.

D. Enforcement by Civil Action. In addition to the penalties provided herein, the said code may be enforced by civil action. Any condition existing in violation of this code is a public nuisance and may be summarily abated by the city.”

SECTION 13. Chapter 22 (International Property Maintenance Code) of Title 8 (Building Regulations) of the Maywood Municipal Code is hereby amended to read as follows:

“8-22.01 - Adoption of the International Property Maintenance Code.

A. Except as hereinafter provided, the 2024 edition of the International Property Maintenance Code, is hereby adopted by reference as the Property Maintenance Code of the City of Maywood.

B. A copy of the 2024 International Property Maintenance Code shall be maintained in the office of the City Clerk of the City of Maywood and shall be made available for public inspection while this Code is in force.

8-22.02. Violations.

A. Any person who violates a provision of this Property Maintenance Code or fails to comply with any of the requirements thereof, or of a permit or certificate issued under the provisions of this Property Maintenance Code, is guilty of a misdemeanor, and each such person shall be deemed guilty of a separate offense for each and every day, or portion thereof, during which any violation of any provision of the Property Maintenance Code is committed. Each person shall be punishable by a fine not to exceed one thousand dollars or imprisonment not to exceed six months, or by both a fine and imprisonment. The imposition of such penalty for any violation shall not excuse the violation or permit it to continue.

B. For every violation determined to be an infraction under the Property Maintenance Code, such violation is punishable in such manner and to such extent as is provided by Section 1-2.01(b) of the Maywood Municipal Code.

C. Violations Including Aiding, Abetting, and Concealing. Every person who causes, aids, abets or conceals the fact of a violation of this Property Maintenance Code is guilty of violating this code.

D. Enforcement by Civil Action. In addition to the penalties provided herein, the said code may be enforced by civil action. Any condition existing in violation of this code is a public nuisance and may be summarily abated by the city.”

SECTION 14. A new Chapter 23 (Administrative Code) is hereby added to Title 8 (Building Regulations) of the Maywood Municipal Code to read as follows:

“Chapter 23 - Administrative Code

8-23.01 - California Administrative Code Adopted by Reference.

A. The 2025 California Administrative Code (Part 1 of Title 24 of the California Code of Regulations) is hereby adopted by reference as the Administrative Code for the City of Maywood (“Administrative Code”).

B. Not less than one copy of said of 2025 California Administrative Code shall be maintained in the office of the City Clerk, and shall be made available for public inspection while the Administrative Code is in force.”

SECTION 15. A new Chapter 24 (Historical Building Code) is hereby added to Title 8 (Building Regulations) of the Maywood Municipal Code to read as follows:

“Chapter 24 - Historical Building Code

8-24.01 - California Historical Building Code Adopted by Reference.

A. The 2025 California Historical Building Code (Part 8 of Title 24 of the California Code of Regulations) is hereby adopted by reference as the Historical Building Code for the City of Maywood (“Historical Building Code”).

B. Not less than one copy of said of 2025 California Historical Building Code shall be maintained in the office of the City Clerk, and shall be made available for public inspection while the Historical Code is in force.”

SECTION 16. CEQA. This proposed ordinance is not subject to CEQA because the adoption of this ordinance is not a “project” pursuant to Section 15061(b)(3). Specifically, this ordinance is to adopt the California Building Code and additional codes by reference and will not result in a direct or reasonably foreseeable indirect physical change in the environment.

SECTION 17. Continuing Actions and Pending Matters. The adoption of the City Building Code, Electrical Code, Plumbing Code, Mechanical Code, Residential Code, Energy Code, Green Building Standards Code, Historical Building Code, Existing Building Code, Referenced Standards Code, Administrative Code, Housing Code, Abatement of Dangerous Building Code, International Property Maintenance Code and the repeal, addition or amendment of ordinances by this Ordinance shall not affect the following matters:

- A. Actions and proceedings which began the effective date of this Ordinance.
- B. Prosecution for ordinance violations committed before the effective date of this Ordinance.
- C. Licenses and penalties due and unpaid at the effective date of this Ordinance, and the collection of these licenses and penalties.
- D. Bonds and cash deposits required to be posted, filed or deposited pursuant to any ordinance.

E. Matters of record which refer to or are connected with codes the substances of which are included in this ordinance; these references shall be construed to apply to the corresponding provisions of the code.

SECTION 18. Severability. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance for any reason is held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance, and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, without regard to whether any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

SECTION 19. Urgency Findings. The City Council finds that it is necessary, for the immediate preservation of the public health, safety and welfare, that this Ordinance take effect immediately and become operative on January 1, 2026. In the absence of effectiveness, the California Building Standards Code will take effect on January 1, 2026, while the City's building standards and related amendments adopted herein and providing greater protection to the public health, safety and welfare, will not become effective until after said date. Therefore, the City's building standards and related amendments must be adopted by urgency ordinance. Otherwise, the resulting delay, would constitute an immediate threat to the public health, safety and welfare and, until the new standards take effect, would result in less protective building standards being operative within the City. Based thereon, the City Council adopts this Ordinance as an urgency ordinance, effective immediately and operative on January 1, 2026.

SECTION 18. Effective Date of Ordinance. This ordinance shall go into effect and be in full force and operation on January 1, 2026.

PASSED, APPROVED, AND ADOPTED, this 17th day of December 2025.

Mayra Aguiluz, Mayor

ATTEST:

Miguel Leon, Deputy City Clerk

APPROVED AS TO FORM:

Roxanne Diaz, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES)
CITY OF MAYWOOD)

I, Miguel Leon, Deputy City Clerk of the City of Maywood, do hereby certify that the foregoing Urgency Ordinance No. 25-05 was adopted at a regular meeting of the City Council of the City of Maywood held on the 17th day of December, 2025 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Miguel Leon, Deputy City Clerk

EXHIBIT A

FINDINGS

Except as otherwise stated herein, the amendments being proposed to the California Building Standards Code and the other codes set forth in Ordinance No. 25-05 (“Codes”), are limited to administrative or procedural clarifications of the various Codes and concern themselves with subjects that either are not covered by the Codes or are reasonably necessary to effectively implement the Codes. Except as otherwise stated herein, none of the proposed amendments make changes to the building standards set forth in the Codes and, therefore, express findings of unique local conditions are not required.

As it relates to Section 8-3.02 related to the California Electrical Code, amendments were made related to the undergrounding of service laterals and utilities for new construction, new buildings and existing buildings and existing underground areas. Pursuant to the requirements of Health and Safety Code Section 17958.7, the City Council finds that there are local geographical and climatic conditions justifying the amendments. Specifically, the local climate is characterized by periods of high temperatures accompanied by low humidity and high winds each year (i.e. “Santa Ana winds”). These conditions could create an environment in which the fire department may have great difficulty in controlling fires. Recent fires in the region have been caused or associated with utility equipment (including overhead electrical lines) being ignited or being the source of the fire. Maywood is highly dense both in structures and people and ensuring new construction or certain existing building do not exacerbate such issues is paramount caused by the local geographical climatic conditions.