



AGENDA

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

Maywood City Council Chambers
4319 E. Slauson Avenue, Maywood, CA 90270
Wednesday, February 27, 2019 at 7:00 p.m.

Rules of Decorum

*"Members of the Public are advised that all **ELECTRONIC DEVICES, CELLULAR TELEPHONES and any OTHER COMMUNICATION DEVICES** are to be turned off upon entering the City Council Chambers." If you need to have a discussion with someone in the audience, kindly step out into the lobby.*

Reglas de Comportamiento

"Al público en general se le avisa que todos los teléfonos celulares, pagers y demás aparatos de comunicación deben ser apagados al entrar a la sala de audiencias del Consejo Municipal de la Ciudad." Si usted necesita tener una conversación con alguien que está en la audiencia, amablemente le pedimos que salga del recinto y tenga su conversación en el vestíbulo de la sala de audiencias.

ROLL CALL:

Eduardo De La Riva, Mayor
Ricardo Lara, Mayor Pro Tem
Ramon Medina, Councilmember
Carlos Alvarez, Councilmember
Heber Marquez, Councilmember
Gloria Viramontes, City Treasurer
Gerardo Mayagoitia, City Clerk
Donald J. Wagner, Interim City Manager
David Mango, Director of Building and Planning
Ofelia Mancera, Finance Director
Roxanne Diaz, City Attorney

*In order to address the Council, please complete a Public Comment Card.
No Public Comment Cards will be accepted after 7:15 p.m. Time allotted per speaker: 3 minutes.
No agenda item may be taken after 9:00 p.m. without a motion to extend time by the majority of Council present.*

INVOCATION* AND PLEDGE OF ALLEGIANCE

**In permitting a nonsectarian invocation, the City does not intend to proselytize, advance, or disparage any faith or belief. Neither the City nor the City Council endorses any particular belief or form of invocation.*

COUNCIL MEMBERS' COMMENTS (3 MINUTES EACH)

PUBLIC PARTICIPATION (Agenda Items Only)

At this time speakers wishing to address the City Council on items on the agenda will be called upon in the order that the speaker card is received. The maximum time allotted for individuals to speak shall not exceed three (3) minutes.

PRESENTATION(S)

PUBLIC HEARING

CONSENT CALENDAR

1. Minutes for 01/17/19 Special Meeting.
2. Minutes for 02/13/19 Council Meeting.
3. Minutes for 02/13/19 Special Meeting.
4. Resolution No. 6014 of the City Council of the City of Maywood and Successor Agency to the Maywood Community Redevelopment Agency Approving Prepaid Warrants and Payroll.

DISCUSSION/ACTION ITEMS

5. Terminating the appointment of three members of the Planning Commission and appointing five members to the Planning Commission.
6. Obtain approval for change orders in the amount of \$61,968.76, accept the project, and direct staff to file a Notice of Completion for the Slurry Seal Project FY 2018-19.
7. Discussion and approval of the Community Benefit Fund Guidelines and Procedures.
8. Consideration to approve a lease agreement extension between the City of Maywood and the Baldwin Park Unified School District for the use of classroom space in the Maywood Park Multipurpose Building.

9. Authorization to issue a Notice Inviting Bids (NIB) for the installation of three bus shelters on Slauson Avenue.
10. Consider approval of a Resolution of the City Council of the City of Maywood, California for FY 2019-20 budgeted revenue and expenses for the Road Repair and Accountability Act of 2017 – Local Streets and Roads, Road Maintenance and Rehabilitation Account, Senate Bill 1.
11. Direct staff to file a Notice of Completion for the Pavement Rehabilitation Project FY 2018.
12. Authorize the temporary use of Maywood Riverfront Park by the Los Angeles County Bicycle Coalition for the Los Angeles River Ride on June 9th, 2019.

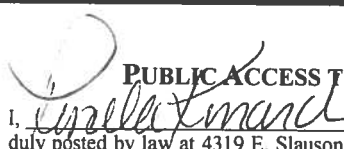
CLOSED SESSION

PUBLIC PARTICIPATION (Non-Agenda Items)

At this time speakers wishing to address the City Council on an item not on the agenda will be called upon in the order that the speaker card is received. The maximum time allotted for individuals to speak shall not exceed three (3) minutes.

ADJOURNMENT - The next Regular Meeting of the Maywood City Council is on March 13, 2019.

PUBLIC ACCESS TO CITY COUNCIL MEETING AGENDA AND AGENDA PACKETS

I,  Gerardo Mayagoitia, City Clerk or Priscilla Kinnard, 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 raising 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) 562-5714 within 72 hours prior to the meeting so the City can make reasonable arrangements to ensure accessibility.





January 17, 2019

**MINUTES OF THE SPECIAL MEETING
OF THE MAYWOOD CITY COUNCIL HELD IN THE COUNCIL CHAMBERS,
4319 EAST SLAUSON AVENUE, MAYWOOD, CALIFORNIA**

Mayor opened the meeting at approximately 7:00 p.m.

ROLL CALL:

Eduardo De La Riva, Mayor
Ricardo Lara, Mayor Pro Tem
Carlos Alvarez, Councilmember
Heber Marquez, Councilmember
Ramon Medina, Councilmember
Interim City Administrator, Donald J. Wagner
Director of Building and Planning, David Mango
Director of Finance, Ofelia Mancera
Interim City Attorney, Roxanne Diaz
City Clerk, Gerardo Mayagoitia (Excused Absence)
Deputy City Clerk, Guillermo Padilla
Gloria Viramontes, City Treasurer (Absent)

COUNCIL MEMBERS' COMMENTS (3 MINUTES EACH)

PUBLIC PARTICIPATION (Agenda Items Only)

At this time speakers wishing to address the City Council on items on the agenda will be called upon in the order that the speaker card is received. The maximum time allotted for individuals to speak shall not exceed three (3) minutes.

PUBLIC HEARING

CONSENT CALENDAR

DISCUSSION/ACTION ITEMS

1. Appointments to Boards and Committees. Motion by Alvarez. Second by Marquez. AYES: Alvarez, De La Riva, Marquez, Medina and Lara. PASSES

CLOSED SESSION

1. Conference with Legal Counsel, Anticipated Litigation, Pursuant to Gov. Code Section 59456.9(d)(4); Based on existing facts and circumstances, the agency is seeking legal advice on whether to protect the City's rights and interests by initiating litigation. Number of potential cases: 1.
2. Conference with Legal Counsel, Existing Litigation, Government Code Section 54956.9(d)(1); Gustavo Pantoja et al. vs. Consolidated Disposal Services LLC, Los Angeles County Superior Court Case No. BC697244 and City of Maywood vs. Consolidated Disposal Services LLC, et al., Los Angeles County Superior Court Case No. BC697218

The Interim City Attorney announced that there was no reportable action for items 1 and 2.

ADJOURNMENT Meeting adjourned at approximately 9:11p.m. Next Regular Meeting of the Maywood City Council is on January 23, 2019 at 7:00pm


Eduardo De La Riva, Mayor

ATTEST:


Gerardo Mayagoitia, City Clerk

**CITY OF MAYWOOD
CITY COUNCIL APPOINTMENTS TO BOARDS/COMMITTEES
AS OF JANUARY 17, 2019**

Committee	Delegate	Alternate	Date/Time	Stipend/ Voluntary
California Contract Cities Board of Directors 17315 Studebaker Road #210 Cerritos, CA 90703 (562) 622-5533 staff@contractcities.org	Heber Marquez	Ricardo Lara	3 rd Wednesday of the month 6:00 p.m.	Voluntary
Eco-Rapid Transit Board of Directors 16401 Paramount Blvd. Paramount, CA 90273 (562) 663-6850	*TBD* Planning Commissioner		2 nd Wednesday of the month 6:00 p.m.	Stipend \$100
Gateway Cities Council of Governments 16401 Paramount Boulevard Paramount, CA 90723 (562) 663-6850	Ricardo Lara	Heber Marquez	1 st Wednesday of the month 6:00 p.m.	Stipend \$125
Greater LA County Vector Control District (GLACVCD) 12545 Florence Avenue Santa Fe, CA 90670 (562) 944-9656 kmiddleton@glacvcd.org	Ricardo Lara		2 nd Thursday of the month 6:00 p.m.	Stipend \$100
HUB Cities Board of Directors 2677 Zoe Avenue Huntington Park, A 90255 323-586-4700	Eddie De La Riva	Ramon Medina	3 rd Thursday of the month 5:30 p.m.	Stipend \$200
League of California Cities; Los Angeles Division 700 N. Alameda, Los Angeles, CA 90012 (626) 716-0076 kguerrero@cacities.org	Ricardo Lara	Eddie De La Riva	1 st Thursday of the month 6:00 p.m.	Voluntary
Sanitation Districts of LA County 1955 Workman Mill Road District 2 Whittier, CA 90607 (562) 908-4288 x 1500 RASperin@lacsds.org	Eddie De La Riva	Ramon Medina	2 nd Wednesday of the month 1:30 p.m.	Stipend \$125
Oversight Board 4319 E. Slauson Avenue Maywood, CA 90270	Eddie De La Riva		2 nd Wednesday of the month 9:30 a.m.	Voluntary



February 13, 2019

**MINUTES OF THE REGULAR MEETING
OF THE MAYWOOD CITY COUNCIL HELD IN THE COUNCIL CHAMBERS,
4319 EAST SLAUSON AVENUE, MAYWOOD, CALIFORNIA**

Mayor opened the meeting at approximately 7:00 p.m.

ROLL CALL:

Eduardo De La Riva, Mayor
Ricardo Lara, Mayor Pro Tem
Carlos Alvarez, Councilmember
Heber Marquez, Councilmember
Ramon Medina, Councilmember
Interim City Manager, Donald J. Wagner
Director of Building and Planning, David Mango
Director of Finance, Ofelia Mancera
Interim City Attorney, Roxanne Diaz
City Clerk, Gerardo Mayagoitia (Excused Absence)
Deputy City Clerk, Guillermo Padilla
Gloria Viramontes, City Treasurer (Absent)

COUNCIL MEMBERS' COMMENTS (3 MINUTES EACH)

PUBLIC PARTICIPATION (Agenda Items Only)

At this time speakers wishing to address the City Council on items on the agenda will be called upon in the order that the speaker card is received. The maximum time allotted for individuals to speak shall not exceed three (3) minutes.

The following spoke on Agenda Items only:

1. Heather Wilson
2. Amber Anaim
3. Maria Villatoro
4. Raquel Toscano
5. Celina Aguirre
6. Ofelia Marting
7. Mary Mariscal
8. Veronica Guardado
9. Mirna Burges
10. Maria Iniguez
11. David Perez

PRESENTATION(S)

1. Maywood Sewer System informational update

PUBLIC HEARING

CONSENT CALENDAR

2. Minutes for 01/23/19 Council Meeting. **Motion by Alvarez. Second by Lara. AYES: Alvarez, De La Riva, Marquez, Medina and Lara. PASSES**
3. Minutes for 01/23/19 Special Meeting. **Motion by Alvarez. Second by Lara. AYES: Alvarez, De La Riva, Marquez, Medina and Lara. PASSES**
4. Resolution No. 6011 of the City Council of the City of Maywood and Successor Agency to the Maywood Community Redevelopment Agency Approving Prepaid Warrants and Payroll. **Motion to approve Prepaid Warrants and Payroll except check #085720 by Alvarez. Second by Lara. AYES: Alvarez, De La Riva, Marquez, Medina and Lara. PASSES**

Motion to extend time past 9. Motion by De La Riva. Second by Alvarez. AYES: Alvarez, De La Riva, Marquez, Medina and Lara. PASSES

DISCUSSION/ACTION ITEMS

5. Consideration of Professional Services Agreement between Municipal Waste Solutions and the City of Maywood. **Motion by De La Riva. Second by Alvarez. AYES: Alvarez, De La Riva, Marquez, Medina and Lara. PASSES**
6. Resolution to repeal Resolution No. 5958 regarding the allocation of funds received from commercial cannabis production fees. **Motion by Lara. Second by Marquez. AYES: De La Riva, Marquez, and Lara NOES: Alvarez and Medina. PASSES**
7. Resolution approving a Community Benefit Funding Policy designating that \$50,000 each Fiscal Year be placed in a Community Benefit Fund as amended with the language recited by the City Attorney. **Motion by De La Riva. Second by Lara. AYES: De La Riva, Marquez, and Lara. NOES: Alvarez and Medina. PASSES**

Motion to approve with corrections.

8. Authorize disbursement from the Maywood Community Benefit Fund for maintenance and enhancement of the Maywood Park Baseball Field to benefit the Maywood Academy High School and Maywood Center for Enriched Studies Baseball teams. **Motion by Lara. Second by Marquez. AYES: De La Riva, and Lara NOES: Alvarez and Medina. FAILS**

Councilmember Marquez and City Attorney discussed whether Councilmember Marquez needed to recuse himself because he is a teacher at one of the schools. It was decided that he would recuse himself even though his salary as a teacher is not a source of income under the FPPC regulations.

9. Discussion of the City of Maywood holding a street fair during 2019.
10. To request authorization for the issuance of a Request for Proposals for landscape maintenance services throughout the City. **Motion by Lara. Second by Alvarez. AYES: Alvarez, De La Riva, Marquez, Medina and Lara. PASSES**

CLOSED SESSION

PUBLIC PARTICIPATION (Non-Agenda Items)

At this time speakers wishing to address the City Council on an item not on the agenda will be called upon in the order that the speaker card is received. The maximum time allotted for individuals to speak shall not exceed three (3) minutes.

The following spoke on non-agenda items only:

1. Heather Wilson
2. Freddy Nava
3. Mary Mariscal
4. Veronica Guardado

ADJOURNMENT Meeting adjourned at approximately 9:59 p.m. Next Regular Meeting of the Maywood City Council is on February 27, 2019 at 7:00pm


Eduardo De La Riva, Mayor

ATTEST:


Gerardo Mayagoitia, City Clerk



February 13, 2019

**MINUTES OF THE SPECIAL MEETING
OF THE MAYWOOD CITY COUNCIL HELD IN THE COUNCIL CHAMBERS,
4319 EAST SLAUSON AVENUE, MAYWOOD, CALIFORNIA**

Mayor opened the meeting at approximately 4:38 p.m.

ROLL CALL: Eduardo De La Riva, Mayor
Ricardo Lara, Mayor Pro Tem
Carlos Alvarez, Councilmember (Absent)
Heber Marquez, Councilmember
Ramon Medina, Councilmember (Absent)
Interim City Administrator, Donald J. Wagner
Director of Building and Planning, David Mango (Absent)
Director of Finance, Ofelia Mancera (Absent)
Interim City Attorney, Roxanne Diaz (Absent)
City Clerk, Gerardo Mayagoitia (Excused Absence)
Deputy City Clerk, Guillermo Padilla
Gloria Viramontes, City Treasurer (Absent)

COUNCIL MEMBERS' COMMENTS (3 MINUTES EACH)

PUBLIC PARTICIPATION (Agenda Items Only)

At this time speakers wishing to address the City Council on items on the agenda will be called upon in the order that the speaker card is received. The maximum time allotted for individuals to speak shall not exceed three (3) minutes.

The following spoke on the Agenda Items only:

1. Heather Wilson

PRESENTATION(S)

PUBLIC HEARING

CONSENT CALENDAR

DISCUSSION/ACTION ITEMS

CLOSED SESSION

1. Public Employment pursuant to Government Code Section 54957; Title: City Attorney
2. Public Employee Appointment pursuant to Government Code Section 54957; Title: City Attorney

The City Council returned from closed session and recessed the special meeting to continue after the City Council's regular meeting.

The City Council reopened the Special City Council meeting and convened into the closed session.

The City Council returned from closed session. The Interim City Administrator announced that the City Council appointed Richards, Watson & Gershon and Roxanne Diaz as the City Attorney on a 4-0 vote. Council member Medina was absent.

ADJOURNMENT Meeting adjourned at approximately 10:18 p.m. Next Regular Meeting of the Maywood City Council is on February 27, 2019 at 7:00pm


Eduardo De La Riva, Mayor

ATTEST:


Gerardo Mayagoitia, City Clerk

COUNCIL AGENDA

ITEM No. 4

RESOLUTION NO. 6014

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

WHEREAS, the following listed demands have been audited 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/ACH
Transactions for \$757,207.53 are hereby ratified:

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

PASSED, APPROVED AND ADOPTED THIS 27th day of February, 2019.

Eduardo De La Riva, Mayor

ATTEST:

APPROVED AS TO FORM:

Gerardo Mayagoitia, City Clerk

Roxanne Diaz, City Attorney

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF MAYWOOD

)
)
)

I, Gerardo Mayagoitia, City Clerk of the City Council of the City of Maywood, do hereby certify that foregoing Resolution No. 6014 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 27th of February, 2019 by the following roll call vote, to wit:

AYES:

NAYES:

ABSENT:

ABSTAINED:

Gerardo Mayagoitia, City Clerk

City of Maywood
Summary Warrants for Payment and Wire Transfers/ACH Transactions
Council Meeting Date
Wednesday, February 27, 2019

Accounts Payable

Accounts Payable prepaid warrants for payment: Checks No. 085722 - 085728	Amount
Accounts Payable regular warrants for payment: Checks No. 085747 & 085749 - 085754	\$ 12,737.72
& 085766 - 085777 ***VOID CHECKS 085729 - 085746, 085748, 085755 - 085765	\$ 609,944.92
Sub-total	\$ 622,682.64

Wire Transfers/ACH Transactions

02/07/19	CalPERS Unfunded Liability Payment Plan - Safety & Misc. Employees	\$ 98,089.77
02/07/19	CalPERS Health Premium - Feb 2019	\$ 25,072.02
02/07/19	CalPERS for Employer Contribution - Pay Period 01/06/19-01/19/19	\$ 4,760.37
02/08/19	ADP Payroll Fees	\$ 68.46
02/13/19	CalPERS for Employer Contribution - Pay Period 01/20/19-02/02/19	\$ 4,796.43
02/13/19	CalPERS Admin Fees	\$ 600.00
02/13/19	CalPERS for Employer Contribution - Pay Period 12/23/18-01/05/19 - Remaining Bal	\$ 269.70
02/14/19	Merchant Fees	\$ 695.71
02/15/19	ADP Payroll Fees	\$ 172.43

Sub-total \$ 134,524.89

Total Demands \$ 757,207.53

City of Maywood
Detail Warrants for Payment
Warrants No. 085722 to 085777

EXHIBIT B

Check No.	Prepays	Date	Vendor Name	Check Amt	Transaction Description
085722	P	2/21/2019	Dunbar Armored Inc	346.01	February 2019 Cash Handling Service
085723	P	2/21/2019	Maywood Mutual Water No.3	1,360.60	5950 Riverfront Park 01-01-2019 to 01-31-2019
085724	P	2/21/2019	QDoxs	73.32	Copier Base Charge: 01-01-2019 - 02-28-2019
085725	P	2/21/2019	Redfire Technology Services	2,120.00	February 2019 I.T. Services
085726	P	2/21/2019	Southern California Edison	7,757.11	Various Locations 12-24-18 to 01-24-19 5317 Atlantic PED 01-15-19 to 02-14-19 5913 Mayflower PED 01-08-19 to 02-07-19 5916 King Ave PED 01-08-19 to 02-07-19
085727	P	2/21/2019	Staples Business Advantage	927.38	Office Supplies
085728	P	2/21/2019	Xerox Financial Services	153.30	Copier Lease: 01-22-2019 - 02-21-2019 Finance Department
085729 - 085746			VOID - MISPRINT COMPUTER ERROR		
085747		2/21/2019	West Coast Arborists, Inc.	1,320.00	Various Locations - Pruning & Removals 01-21-2019
085748			VOID - MISPRINT COMPUTER ERROR		
085749		2/21/2019	All American Asphalt	58,313.75	Slurry Seal Project Pine Ave/56th Street
085750		2/21/2019	American Guard Services, Inc.	6,089.58	Crossing Guard Services-January 2019
085751		2/21/2019	Arturo Sanchez dba Calmex Graphics	282.51	Business Cards: City Engineer & Public Works Coordinator
085752		2/21/2019	CoreLogic Solutions, LLC.	150.00	Property Finder January 2019
085753		2/21/2019	County of Los Angeles Department of Animal Control	5,101.92	Animal Control Services January 2019
085754		2/21/2019	Dapeer, Rosenblit & Litvak, LLP	403.80	Code Enforcement Legal Services: January 2019
085755 - 085765			VOID - MISPRINT COMPUTER ERROR		
085766		2/21/2019	Robert Half Company International / Accountemps	1,757.88	Temp Labor: Customer Service-Front Desk WE 02/08/19 & 02/15/2019
085767		2/21/2019	Diana Cho & Associates	2,890.00	CDBG Consulting January 2019 Code Enforcement Project Administration CDBG Consulting January 2019 Sewer Repair Project
085768		2/21/2019	Engineering and Environmental Construction, Inc	40,248.90	Riverfront Park Project (Progress Payment)
085769		2/21/2019	George Hill Company	4,832.66	City Claims/Adjuster Services January 2019
085770		2/21/2019	Hinderlitter, de Llamas & Associates	4,611.93	Code Enforcement Software: Annual Fee Quarterly Use Fee-Permit Tracking Software 03/01/19-05/30/19

City of Maywood
Detail Warrants for Payment
Warrants No. 085722 to 085777

Check No.	Prepays	Date	Vendor Name	Check Amt	Transaction Description
085771		2/21/2019	Interwest Consulting Group	73,626.12	City Engineering Services: January 2019 Fund 01 General Fund \$820.00 - Live Stream Webcasting Fund 04 Gas Tax \$24,585.87 -DTSC Excide Clean Up Project -City Street Signs -Encroachment Permits -Maywood Capital Improvement Program -Public Works Management -Public Works Contractor RFP Fund 10 Proposition C \$280.00 -Bus Stop Investigation Fund 12 Measure R \$2,295.00 -Slurry Seal Project Fund 16 CDBG \$15,225.25 -Sewer Grant Project -Sewer Replacement Project Fund 27 EFA Grant \$2,120.00 -I710 TAC Project Fund 29 Eco Transit Rapid \$560.00 -Eco Rapid Train Project Fund 30 SB 1 Transportation \$8,710.00 -Pavement Rehab Fund 35 Sewer Enterprise \$16,927.50 -City Council Sewer Presentation -Fats, Oils, Grease Program -Randolph & Heliotrope Emergency Sewer Overflow Project -52nd Place Sewer Replacement Project Fund 62 Street Lighting \$2,102.50 -Street Light Conversion to LED
085772		2/21/2019	Mapcon Technologies, Inc.	73.00	Mapcon Building and Planning Software Monthly Fee
085773		2/21/2019	Metro Transit Services	33,369.41	Public Transportation Services Express & Dial-A-Ride January 2019
085774		2/21/2019	Susan Contreras dba Municipal Waste Solutions	2,500.00	March 2019 Waste & Recycling Consulting
085775		2/21/2019	National Plant Services, Inc.	4,510.00	CCTV Inspection of Sewer Line Atlantic & 59th on January 4, 2019
085776		2/21/2019	Sheriffs Department	362,514.71	Public Safety Services: 01-01-2019 to 01-31-2019

City of Maywood
Detail Warrants for Payment
Warrants No. 085722 to 085777

Check No.	Prepays	Date	Vendor Name	Check Amt	Transaction Description
085777		2/21/2019	Siemens Industry, Inc	7,348.75	Street Light Response Call Out January 2019
					Traffic Signal Maintenance January 2019
					Traffic Signal Response Call Out January 2019
TOTAL:				\$622,682.64	

**AGENDA REPORT**
CITY OF MAYWOOD

DATE: FEBRUARY 13, 2019

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: DONALD WAGNER, INTERIM CITY ADMINISTRATOR

BY:  DAVID MANGO, DIRECTOR OF BUILDING AND PLANNING

SUBJECT: TERMINATING THE APPOINTMENT OF THREE MEMBERS OF THE PLANNING COMMISSION AND APPOINTING FIVE MEMBERS TO THE PLANNING COMMISSION

RECOMMENDATION

If the City Council desires to appoint five new members to the Maywood Planning Commission, the City Council shall move to terminate the appointment of the three existing members: Commissioner Hector Ramos, Commissioner Denis Sanchez and Commissioner Raymond Valencia. Once such action is taken, Staff recommends that the City Council move to appoint five new members to the Maywood Planning Commission to fill the unexpired term for the specified Planning Commission seat.

FISCAL IMPACT

The Planning Commissioner stipend is \$50.00 per meeting and the Planning Commission will convene up to two meetings per month.

LEGAL REVIEW

The City Attorney has reviewed this report.

BACKGROUND

The Planning Commission is a five-member body that reviews and acts on matters related to planning, land use development and community development in general. The

Planning Commission has an essential role in the planning process by acting as an advisory body to the City Council on all planning and development issues as well as functions as the decision-making body for a number of planning proposals.

Duties of the Planning Commission include but are not limited to: holding public hearings and meetings; reviewing the General Plan; reviewing and recommending zoning code regulations; reviewing subdivision maps; and taking action on variances, conditional use permits, special use permits. Currently the Maywood Planning Commission consists of three members as Commission Chair Ignacio Flores resigned on November 21, 2018 and Commissioner Elizabeth Yepez resigned on December 11, 2018.

On January 18, 2019, the City began to accept applications from persons who desire to serve on the Maywood Planning Commission. The Maywood Municipal Code requires that members of the Planning Commission must, at the time of their application and throughout their term, be residents of the City or otherwise be employed in the City of Maywood. The application period closed on February 15, 2019 and the City received ten (10) applications.

DISCUSSION

As stated above, the City received ten (10) applications. Staff reviewed the applications and determined that each of the applicants either lives in the City or is employed in the City. The names of the applicants in alphabetical order and a summary of why the applicant is interested in becoming a planning commissioner is summarized in the following chart:

Julia Gonzalez	To assist the community in informed land use decisions
Veronica Guardado	For the betterment of the community
Paloma Hernandez	To give back to the community
Mary Mariscal	To promote a positive environment in the City
Reyna Mendez	To assist the advancement of planning activities in the City
Maria Villatoro Montes	To serve and help the community
Alondra Olmos	To combat poor decision making & mismanagement
Carmen Perez	To be involved and to combat corruption in the City
Raul Rodriguez	To promote analysis and public input in the decision making process

Jessica Torres

To improve the City and to help restore a positive image

Each application is also attached as an exhibit to this Agenda Report for the Council's further review and study.

If the City Council desires to appoint five new members to the Planning Commission, the City Council must first terminate the appointment of the existing three members. Municipal Code Section 9-1.03 provides that notwithstanding a Planning Commissioner's term, nothing precludes "the Council from terminating appointments prior to the expiration of [that member's] term."

Once the seats are vacant, the City Council can then appoint new members to the Planning Commission. The new commissioner will fill the unexpired term of the vacant seat to which it is appointed. For ease of reference, the City's Municipal Code refers to a commissioner's seat by number (i.e. Commissioner No. 1, No. 2, etc.). Therefore, the chart below lists the unexpired term for each vacant seat.

Seat No. 1	Term Expires on April 19, 2020
Seat No. 2	Term Expires on May 16, 2021
Seat No. 3	Term Expires on February 6, 2022
Seat No. 4	Term Expires on May 15, 2022
Seat No. 5	Term Expires on June 19, 2022

Planning Commissioners are required to attend meetings held on the first and third Tuesday of each month. In addition, the Planning Commissioner must submit an annual conflict of interest statement (i.e. Form 700), are required to satisfy a biennial ethics training requirement in compliance with AB 1234 and must attend a training on the Brown Act provided by the City Attorney's office.

Staff recommends that the City Council discuss the applications and make an appointment to each of the designated numbered Planning Commissioner seats for the corresponding unexpired term.

ATTACHMENT

Attachment No. 1 - Planning Commission Applications



APPLICATION FOR PLANNING COMMISSIONER

City of Maywood

Date Stamp Received

4319 E. Slauson Ave., Maywood, CA 90270 • Telephone (323) 562-5700 • Fax (323) 773-2806

- Submittal Requirements** (Completed Application must contain the following)
- ☒ Completed, signed Application ☒ Three (3) references with contact information ☒ Resumé

Instructions (Please Type or Print Clearly)

All requested information must be furnished on the Application itself. Resumes, attachments and other supporting documentation cannot be substituted for an Application form. It is important that you answer all questions on your Application fully and accurately. If additional space is needed to answer questions, attach additional sheets.

Completed Applications should be returned to the City of Maywood, 4319 E. Slauson Ave., Maywood, CA 90270 Attention: Planning Dept.

Information Sheet

- Please confirm that you are applying for a Planning Commission seat: ☒ Yes ☐ No
- Have you ever served on the City of Maywood Planning Commission or been employed by the City? ☒ Yes ☐ No
If yes, in what capacity and when (months/years) Assistant/Senior Planner
December 1999 - September 2005
- Name: Gonzalez (Last) Julia (First) _____ (Middle)
- Residential Address: _____ E. 56th Street
- Phone Number: _____ Email: _____
- Are you a registered voter in the City of Maywood? ☒ Yes ☐ No
- Do you currently reside within the incorporated City limits? ☒ Yes ☐ No
- Do you currently work within the incorporated City limits? ☐ Yes ☒ No
- Occupation and Place of Employment: City Planner, City of Pico Rivera
- Do you have any relatives currently working for the City of Maywood? ☐ Yes ☒ No
If Yes, please list name(s) and relationship: _____
- List Community/Professional Organizations in which you hold active membership(s). In addition, please list any positions of responsibility held:

Association of Environmental Professionals
American Planning Association California Chapter

12. Please state the reasons you are interested in being a member of the Planning Commission:

To assist my community in informed land use decisions.

13. Please state your reasons as to why your background and/or experience makes you a suitable candidate for appointment to this position:

I have been working as a City Planner for the past 18 years. I have worked in all facets of planning including long and short range planning. Currently in my position at the City of Pico Rivera, I prepare Planning Commission reports.

14. Please briefly express your views regarding current and future development in Maywood:

The City is built out and mostly residential. It would be great to bring in tax generating businesses and limit those businesses that provide no community benefit to the City.

15. References (Provide the names and contact information for three (3) individuals who we can contact)

1. Steve Carmona

(Name)

Home Number: [REDACTED]

Cell Number: _____

2. Judith De La Cruz

(Name)

Home Number: [REDACTED]

Cell Number: _____

3. David Mango

(Name)

Home Number: [REDACTED]

Cell Number: _____

DISCLOSURE AND REGULATORY REQUIREMENTS

Conflict of Interest Disclosure – In compliance with state law, appointed officials may be required to file a Statement of Economic Interests upon appointment to office, and annually thereafter.

I, acknowledge, that if appointed, I am required to make information available as to any potential conflict of interest arising from my business/affiliations where that affiliation or business may be doing business with the City of Maywood, or any decisions taken by the City of Maywood that may influence that business or affiliation as well as provide other information as required by the California State Fair Political Practices Commission. The City will provide appointees with the filing form and instructions.

SM
Initials

Attendance (MMC §9-1.05) – Commission members are required to attend meetings on a regular basis, and are automatically removed if a member does not attend three regularly scheduled meetings within any calendar year.

SM
Initials

Mandatory Ethics Training (Government Code §53234) – In compliance with state law, if appointed, I agree to complete an approved AB1234 Ethics Training seminar within one year of appointment and agree to maintain my compliance throughout my entire term in office.

SM
Initials

I, the undersigned, certify that the foregoing information is true and correct and that I am sincerely interested in serving in this position for the City of Maywood. Furthermore, I, the undersigned, acknowledge that this application qualifies as a public record and that all information furnished on the application itself and any supporting documents attached hereto will be treated as a public record and I, therefore, waive any perceived rights to privacy of the information furnished.

[Signature]
Applicant's Signature

2/1/19
Date

FOR INTERNAL USE ONLY

Meets Minimum Requirements: ☒ Yes

☐ No

Residency and/or Employment Verified: ☒ Yes

☐ No

Application Active Until:

2/1/19

JULIA A. GONZALEZ

EXPERIENCE

City of Pico Rivera, Community & Economic Development Department

Deputy Director

Principal Planner, Current and Advanced Planning

Senior Planner, Current Planning

*February 2008-present
September 2007-February 2008
February 2007-September 2007*

- Assist in the supervision of the Planning, Parking Enforcement, Code Enforcement and Housing Divisions with a team of 23 employees.
- Present detailed reports at Planning Commission and City Council meetings of complex projects such as new commercial and residential developments.
- Prepare budgets for the Community and Economic Development Department and housing rehabilitation projects.
- Review and provide comments and suggestions, conditions to development plans such as future plans for the California High Speed Train Authority and Los Angeles Metropolitan Transportation Authority projects.
- Project Planner for several ongoing construction and new development projects including single family residential, large retail and office spaces; processing entitlements such as Conditional Use Permits, Variances and Precise Plan of Design applications.
- Assist public and development professionals via phone or in person answering complicated zoning ordinance development standards for preliminary development projects.

City of Orange, Community Development

Associate Planner, Advanced Planning

September 2005-February 2007

- Co-management of the \$450,000 Santa Fe Depot Specific Plan applying Smart Growth principles in a historic district navigating through the Specific Plan and conducting public, local and private outreach via interviews, studies and workshops.
- Management of the \$186,000 California Department of Federal Highway and \$232,000 California Department of Transportation, involving writing financial status reports, balancing budgets, and reimbursements request submittals.
- \$9 million Metrolink station pedestrian crossing project producing Design Review Committee and Site Plan Review Committee reports, reviewing and providing recommendations of design concepts incorporating historic design and specific plan guidelines.
- Management of Density Bonus Ordinance preparation per new government codes conducting research, surveys and conduct workshop for non profit housing developers and proposing innovative guidelines to produce feasible incentives.
- Review and provide written recommendations of City wide development applications for commercial, residential and industrial projects for consistency with General Plan goals and policies and zoning development standards.

City of Maywood, Building and Planning

Senior Planner, Advanced/Current Planning

December 1999-September 2005

- Assisted in the project management the \$30 million, 7.3 acre Maywood Riverfront Park. Responsibilities involved conversion of brownfield parcels, managed design committee, conducted several public workshops, and coordinated with several State and county agencies.
- Wrote and managed various grants such as LA County Department of Parks and Recreation, California Department of State Parks, California State Coastal Conservancy, and San Gabriel Rivers and Mountain Conservancy Grant totaling over \$10 million.
- Program Manager for \$700,000 Community Development Block Grant (CDBG) programs duties included preparation of program guidelines, execution of contractor/City/applicant agreements, budget maintenance, preparation of requests for proposals and hiring of construction contractors and final approval of project and release of payments.
- Oversaw the process of updating the City's General Plan this included creating adequate goals and policies, consultant management, coordination with staff, public officials, civic groups.

EDUCATION

University of California, Irvine

Bachelor of Arts, Environmental Analysis and Design

Minors: Urban and Regional Planning; Humanities and Law

August 1999

SKILLS/LANGUAGES

Microsoft Suite

Fluent in Spanish

REFERENCES

Available Upon Request

COPY



APPLICATION FOR PLANNING COMMISSIONER

City of Maywood

Date Stamp Received

FEB 01 2019

CITY OF MAYWOOD

4319 E. Slauson Ave., Maywood, CA 90270 • Telephone (323) 562-5700 • Fax (323) 773-2806

Submittal Requirements (Completed Application must contain the following)

- ☐ Completed, signed Application ☐ Three (3) references with contact information ☐ Resumé

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Information Sheet

- Please confirm that you are applying for a Planning Commission seat: ☒ Yes ☐ No
- Have you ever served on the City of Maywood Planning Commission or been employed by the City? ☐ Yes ☒ No
If yes, in what capacity and when (months/years) _____
Served as an elected official 2007-2015
- Name: Guardado (Last) Veronica (First) _____ (Middle)
- Residential Address: [REDACTED] E. 60TH PLACE
- Phone Number: [REDACTED] Email: [REDACTED]
- Are you a registered voter in the City of Maywood? ☒ Yes ☐ No
- Do you currently reside within the incorporated City limits? ☒ Yes ☐ No
- Do you currently work within the incorporated City limits? ☐ Yes ☒ No
- Occupation and Place of Employment: Analyst NBC UNIVERSAL
- Do you have any relatives currently working for the City of Maywood? ☐ Yes ☒ No
If Yes, please list name(s) and relationship: _____
- List Community/Professional Organizations in which you hold active membership(s). In addition, please list any positions of responsibility held:
None

12. Please state the reasons you are interested in being a member of the Planning Commission:

I am interested in the betterment of my community. In the past, I have participated in organizations that has this common goal.

13. Please state your reasons as to why your background and/or experience makes you a suitable candidate for appointment to this position:

My experience on the council provides me the background I will be able to use on the planning commission. With the experience in participating in organizations looking at improving the environment and residents in my community, I have tools to work in helping my community.

14. Please briefly express your views regarding current and future development in Maywood:

Create a thriving community for families and small businesses. In addition to this, I am assisting in creating a college culture.

15. References (Provide the names and contact information for three (3) individuals who we can contact)

1. Mary Mariscal

(Name)

Home Number: _____

Cell Number: _____

2. Eduardo De La Riva

(Name)

Home Number: _____

Cell Number: _____

3. Heber Marquez

(Name)

Home Number: _____

Cell Number: _____

DISCLOSURE AND REGULATORY REQUIREMENTS

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AS
Initials

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AS
Initials

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AS
Initials

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[Signature]
Applicant's Signature

1-31-19
Date

FOR INTERNAL USE ONLY

Meets Minimum Requirements: ☒ Yes

☐ No

Residency and/or Employment Verified: ☒ Yes

☐ No

Application Active Until: 8/1/2019

VERONICA GUARDADO

██████ E. 60th Place * Maywood * CA * 90270 * Cell Phone: ██████ * E-Mail: ██████

Planning Commissioner

COMMUNITY INVOLVEMENT

CITY OF MAYWOOD COUNCILMEMBER - (December 2007 – December 2015)

Served as Mayor and Vice-Mayor

- Represented the city on the Eco-Transit Authority Board
- Represented the city as a delegate for the League of Cities of California

Community Activities

Pemaco Superfund Site

- Participated in community meetings and provided suggestions for the treatment plant

OneLA

- A community base group with the primary goal is to education the community in voter registration and civic tasks.

St. Rose of Lima School

- Served as President of the Parent Guild for four years
- Started the school fiesta as the school's largest annual fundraiser

Assemblymember Marco Firebaugh Environmental Task Force

- The task force was to compile a list of all the contamination sites in the Southeast area.

Educational Development

Formal:

Mount St. Mary's College, B.A. – Business Administration & English
Business Management Level III Certificate, Mt. San Antonio College
Human Resource Management Level I Certificate, Mt. San Antonio College
International Business Management Level I Certificate, Mt. San Antonio College



APPLICATION FOR PLANNING COMMISSIONER

City of Maywood

Date Stamp Received

4319 E. Slauson Ave., Maywood, CA 90270 • Telephone (323) 562-5700 • Fax (323) 773-2806

Submittal Requirements (Completed Application must contain the following)

- Completed, signed Application
- Three (3) references with contact information
- Resumé

Instructions (Please Type or Print Clearly)

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Information Sheet

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- Have you ever served on the City of Maywood Planning Commission or been employed by the City? ☐ Yes ☒ No
If yes, in what capacity and when (months/years) _____
- Name: ~~Diego~~ Hernandez (Last) ~~Alejandra~~ Paloma (First) Alejandra (Middle)
- Residential Address: ~~██████████~~ E 60th Street Maywood CA 90270
- Phone Number: ~~██████████~~ Email: ~~██████████~~
- Are you a registered voter in the City of Maywood? ☒ Yes ☐ No
- Do you currently reside within the incorporated City limits? ☒ Yes ☐ No
- Do you currently work within the incorporated City limits? ☐ Yes ☒ No
- Occupation and Place of Employment: Research and Policy Associate, Strategic Concepts in Organizing and Policy Education
- Do you have any relatives currently working for the City of Maywood? ☒ Yes ☐ No
If Yes, please list name(s) and relationship: Ricardo Lara, Cousin-in-Law
- List Community/Professional Organizations in which you hold active membership(s). In addition, please list any positions of responsibility held:

12. Please state the reasons you are interested in being a member of the Planning Commission:

See attached document,

13. Please state your reasons as to why your background and/or experience makes you a suitable candidate for appointment to this position:

See attached document.

14. Please briefly express your views regarding current and future development in Maywood:

See attached document.

15. References (Provide the names and contact information for three (3) individuals who we can contact)

1. ~~Monica~~ Laura Muraida
(Name) Research and communications Director
Strategic Concepts in Organizing & Policy Education

Home Number: _____

Cell Number: _____

2. Alvaro Sanchez
(Name) Environmental Equity Director
The Greenlining Institute

Home Number: _____

Cell Number: _____

3. Sibyl Direr
(Name) Research Scientist
Department of Earth Systems Science
Stanford University

Home Number: _____

Cell Number: _____

DISCLOSURE AND REGULATORY REQUIREMENTS

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PH
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Applicant's Signature

7/28/2019
Date

FOR INTERNAL USE ONLY

Meets Minimum Requirements: ☒ Yes

☐ No

Residency and/or Employment Verified: ☒ Yes

☐ No

Application Active Until: 8/1/2019

EDUCATION

Stanford University

- B.S. in Earth Systems, Minor in Economics, Class of 2018
 - GPA: 3.955/4.300
- Candidate for M.S. in Earth Systems

PROFESSIONAL EXPERIENCE

Research and Policy Associate, Strategic Concepts in Organizing and Policy Education

- Evaluate problems and conditions in the post-recession South LA through surveys and landscape research
- Support base-building by evaluating strategies to increase reach to current and potential new members
- Support campaigns through quarterly power analyses and development of campaign options and proposals

September 2018 – Present

Environmental Equity Summer Associate, The Greenlining Institute

- Evaluate Greenlining's impact on the increased prioritization of equity in California climate legislation
- Facilitate meetings with influencers and conduct interviews with environmental policy experts
- Lead on effort to provide menstrual products in Greenlining workspace restrooms

June – August 2018

TERI Summer Policy Intern, The Energy and Resources Institute

- Major contributor to a study on the promotion of electric mobility in India
- Completed literature review on countries with notable electric vehicle markets
- Performed outreach to experts in government and academia

July – September 2017

California Air Resources Board Summer Policy Intern, Air Resources Board

- Contributed to study that assessed access to clean transportation in disadvantaged communities
- Authored technical report to be incorporated into study
- Collaborated with the grassroots organization ValleyLEAP to plan community forum

June – August 2016

Research Assistant, Bill Lane Center for the American West

- Generated informational materials for deliberative poll on clean energy and climate change
- Facilitated focus group of Stanford students to gather feedback on informational materials

February – April 2016

LEADERSHIP & COMMUNITY SERVICE

Stanford Coalition for Planning an Equitable 2035

- Created demands for Stanford and Santa Clara County in promotion of housing and labor justice
- Supported demonstrations meant to educate students and parents on housing and labor issues

March – June 2018

Environmental Justice Working Group

- Contributed to student and faculty team working to institutionalize environmental justice on campus

August 2017 – June 2018

Committee on Undergraduate Standards and Policies

Undergraduate Housing Advisory Committee

- Represented student body in discussions on undergraduate standards, policies, and housing

August 2017 – June 2018

Students for a Sustainable Stanford, Environmental Justice Project Coordinator

- Lead meetings and coordinate projects with goal of serving marginalized communities
- Lead organizer of the environmental justice celebration, Earth in Color

August 2017 – June 2018

Public Policy Institute

- Studied issues relevant to matters of race and ethnicity in American society, past and present

September 2017

Forum on Undergraduate Environmental Leadership

- Met with environmental leaders working in the public, private, and non-profit sector

January – June 2017

Sustainable Energy Deliberative Democracy Practicum: Applying Deliberative Polling

- Organized day-long deliberative poll on sustainable energy and energy policy

March – June 2016

HONORS

Earth Systems Capstone Excellence Award

June 2018

Dean's Award for Undergraduate Academic Achievement

June 2018

Julie Kennedy Public Service Scholar

March 2016

SKILLS

- Computer: STATA, Excel
- Language: Native Spanish speaker, intermediate fluency

Paloma A Hernandez

East 60th Street, Maywood CA 90270

Please state the reasons you are interested in filling this vacancy.

Upon graduation from Stanford University, I chose to defer my Masters program admission to return home to serve my community. I hoped to secure employment at an environmental justice nonprofit based in Southeast Los Angeles (SELA)—such as Communities for a Better Environment and East Yard Communities for Environmental Justice—but none were hiring for my position. Fortunately, I was hired at Strategic Concepts in Organization and Policy Education (SCOPE) based in South Los Angeles, but that meant that if I also wanted to serve my SELA community, I would have to do it on my free time. It is for these reasons that I chose to support the de La Riva, Lara, and Marquez slate for Maywood City Council: I could volunteer after work and on the weekends to encourage my neighbors to elect councilmembers that have their best interests at heart. Post-election, I have been seeking a way to become more frequently and consistently involved in my local government. I am convinced that volunteering as one of five Maywood Planning Commissioner is the perfect avenue through which I can give back to my community.

Please state your reasons as to why your background and/or experience make you a suitable candidate for appointment to this position.

My formal education and my volunteer and work experience make me an excellent candidate for this position. I graduated from Stanford University with a Bachelors of Science in Earth Systems and a minor in Economics. I am one academic quarter away from completing a Master of Science in the same major. Earth Systems is an interdisciplinary program that mixes natural and social science to prepare students to become stewards of people and the planet. My major concentrations were environmental policy, economics, and law and the focus of my Econ minor was econometrics. Thanks to my policy and economics training, I have developed hard and soft skills crucial to city development. I have experience reading and interpreting legal and legislative text, I am proficient at accessing demographic information to portray population trends, and I have a strong grasp of the social and environmental impacts that policy decisions have on communities.

During my four years at Stanford, I held policy internships at the California Air Resources Board, The Energy and Resources Institute, and The Greenlining Institute. These governmental and non-governmental organizations internships required me to analyze academic literature, international case studies, and publically available data to diagnose public policy issues and prescribe solutions. I was careful to analyze how my solutions would impact public health, social services, the environment, and the economy to ensure that they did not lead to unexpected negative impacts. My extensive experience with systems thinking makes me an excellent candidate for Planning Commissioner.

I am currently employed as the Research and Policy Associate at Strategic Concepts in Organizing and Policy Education (SCOPE). I am responsible for serving the historic South Los Angeles community through research that assesses the social, economic, and political landscape in South LA and outlines strategies for fighting for a better future. Given this expansive mandate, it is critical that I understand the structures and processes of Los Angeles County, California and the federal government. This understanding will serve me well as a Maywood Planning Commissioner because I am ready to advise Councilmembers on public funding and services that they can leverage in our community. My proficiency in Excel and STATA and my increasing experience with GIS programs like ArcGIS will also serve Maywood because I will be able to leverage public data to assess Maywood's social, economic, and political landscape and present this information in the form of graphs and maps.

Please briefly express your views regarding current and future development in Maywood.

In the briefest terms, I am disappointed with Maywood's past development but so excited about my community's future. Although I have been away from home for the past four years, I have made sure to follow my community closely. I have been horrified with the city's management of funds and frustrated to see neighboring cities develop creatively while Maywood stagnates. The 2016 State Auditor report *CITY OF MAYWOOD: Its Flawed Governance and Financial Mismanagement Could Compromise the Basic Services It Provides to Residents* is proof that Maywood has needed a drastic shift in management for years. While poor finances are troubling inherently, they also act as a distraction that prevents the city council from exploring creative policy decisions that would better serve Maywood residents. One example: Hawaiian Gardens, Downey, and Paramount have joined the Clean Power Alliance, a network of Los Angeles and Ventura County cities opting out of Southern California Edison in favor of competitively priced, renewable energy. If Maywood joined the Clean Power Alliance, residents would have smaller energy bills and cleaner energy.

Despite my many grievances, I have much hope for Maywood's future. I am confident that the newly elected council members have both the intentions and the ability to turn Maywood around. I am excited because initiatives like Southeast Los Angeles Collaborative prove that passionate and capable people are coming together to fight for a better Maywood and a better Southeast LA. In the end, it comes down to people like former Mayor Oscar Magana: people from the community that feel a strong drive to make Maywood a better place to live, despite the harsh criticism of those with less honorable intentions.

COPY

RECEIVED FEB 08 2019



APPLICATION FOR PLANNING COMMISSIONER

City of Maywood

Date Stamp Received

4319 E. Slauson Ave., Maywood, CA 90270 • Telephone (323) 562-5700 • Fax (323) 773-2806

- Submittal Requirements** (Completed Application must contain the following)
- ☐ Completed, signed Application ☐ Three (3) references with contact information ☐ Resumé

Instructions (Please Type or Print Clearly)

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Completed Applications should be returned to the City of Maywood, 4319 E. Slauson Ave., Maywood, CA 90270 Attention: Planning Dept.

Information Sheet

- Please confirm that you are applying for a Planning Commission seat: ☒ Yes ☐ No
- Have you ever served on the City of Maywood Planning Commission or been employed by the City? ☒ Yes ☐ No
If yes, in what capacity and when (months/years) as a Planning Commission
aproximately 2016
- Name: Mary (Last) Mariscal (First) _____ (Middle)
- Residential Address: [REDACTED] E. 55th St. Maywood CA 90270
- Phone Number: [REDACTED] Email: [REDACTED]
- Are you a registered voter in the City of Maywood? ☒ Yes ☐ No
- Do you currently reside within the incorporated City limits? ☒ Yes ☐ No
- Do you currently work within the incorporated City limits? ☐ Yes ☒ No
- Occupation and Place of Employment: Surgical Tech. City of Hope
- Do you have any relatives currently working for the City of Maywood? ☐ Yes ☒ No

If Yes, please list name(s) and relationship: _____

- List Community/Professional Organizations in which you hold active membership(s). In addition, please list any positions of responsibility held:

Lions Club.
Vice President. & Treasure.

12. Please state the reasons you are interested in being a member of the Planning Commission:

13. Please state your reasons as to why your background and/or experience makes you a suitable candidate for appointment to this position:

14. Please briefly express your views regarding current and future development in Maywood:

15. References (Provide the names and contact information for three (3) individuals who we can contact)

- Cell Number: [REDACTED]

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mm
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mm
Initials

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mm
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[Signature]
Applicant's Signature

2/8/19
Date

FOR INTERNAL USE ONLY

Meets Minimum Requirements: ☒ Yes ☐ No

Residency and/or Employment Verified: ☒ Yes ☐ No

Application Active Until: 8/8/19

Mary Mariscal
[REDACTED] E. 55th St. Maywood, Ca 90270
[REDACTED]
[REDACTED]

Applying to serve in the City of Maywood Planning Commission.

Experience*:

City of Maywood, Planning Commissioner 2016

Girls Scouts of America, Leader 2012-2016

Lions Club, Vice-President and Treasurer 2018 to Present

Leadership accomplishments*:

Community Organizer 2009 to Present

Food Bank volunteer 2009-2015

Educational Fair volunteer, Parent Panel member 2009-2010

National Night Out, Opening Flag Ceremony Organizer 2013-2015

City of Maywood Clean Up event, volunteer 2005 to present

City of Maywood Christmas and Easter holiday event, volunteer 2012-2015

Requesting consideration for a member position in the City of Maywood Planning Commission.

(*Please note service years are approximate.)

COPY



APPLICATION FOR PLANNING COMMISSIONER

City of Maywood

Date Stamp Received

4319 E. Slauson Ave., Maywood, CA 90270 • Telephone (323) 562-5700 • Fax (323) 773-2806

- Submission Requirements** (Completed Application must contain the following)
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Information Sheet

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- Have you ever served on the City of Maywood Planning Commission or been employed by the City? ☐ Yes ☒ No
If yes, in what capacity and when (months/years) _____
- Name: Mendez (Last) Reyna (First) E. (Middle)
- Residential Address: [REDACTED] Pine Ave., Maywood, CA, 90270
- Phone Number: [REDACTED] Email: [REDACTED]
- Are you a registered voter in the City of Maywood? ☒ Yes ☐ No
- Do you currently reside within the incorporated City limits? ☒ Yes ☐ No
- Do you currently work within the incorporated City limits? ☐ Yes ☒ No
- Occupation and Place of Employment: Accountant, Griffith Company
- Do you have any relatives currently working for the City of Maywood? ☐ Yes ☒ No
If Yes, please list name(s) and relationship: _____
- List Community/Professional Organizations in which you hold active membership(s). In addition, please list any positions of responsibility held:

I am currently a member of Latinas Lead.
I am the Treasurer at Fastbreak Academy.

12. Please state the reasons you are interested in being a member of the Planning Commission:

As a 25-year resident of the City of Maywood, I have seen many changes. Unfortunately, some of the decisions that have been made have not benefited the Community. I would like to volunteer to assist the mission of advancing the planning activities of the City of Maywood.

13. Please state your reasons as to why your background and/or experience makes you a suitable candidate for appointment to this position:

I am a suitable candidate for this position because I have a Bachelor of Science in Business Administration with an emphasis in Accounting. I have 20 years of accounting experience, 15 of those years have been in the Construction industry. I am familiar with City and State licensing requirements. My experience coupled with my education makes me a good fit for this position.

14. Please briefly express your views regarding current and future development in Maywood:

I believe that the City of Maywood is saturated in certain areas (i.e. many restaurants that serve very similar food.) A more diverse market would be beneficial to the Community because many residents drive out to neighboring cities to consume what is not available in Maywood, consequently losing revenue.

15. References (Provide the names and contact information for three (3) individuals who we can contact)

1. Erika Urbani
(Name)

Home Number: [REDACTED]

Cell Number: [REDACTED]

2. Diane Gerlach
(Name)

Home Number: N/A

Cell Number: [REDACTED]

3. Pat Sommer
(Name)

Home Number: N/A

Cell Number: [REDACTED]

DISCLOSURE AND REGULATORY REQUIREMENTS

Conflict of Interest Disclosure – In compliance with state law, appointed officials may be required to file a Statement of Economic Interests upon appointment to office, and annually thereafter.

I, acknowledge, that if appointed, I am required to make information available as to any potential conflict of interest arising from my business/affiliations where that affiliation or business may be doing business with the City of Maywood, or any decisions taken by the City of Maywood that may influence that business or affiliation as well as provide other information as required by the California State Fair Political Practices Commission. The City will provide appointees with the filing form and instructions.

BN
Initials

Attendance (MMC §9-1.05) – Commission members are required to attend meetings on a regular basis, and are automatically removed if a member does not attend three regularly scheduled meetings within any calendar year.

BN
Initials

Mandatory Ethics Training (Government Code §53234) – In compliance with state law, if appointed, I agree to complete an approved AB1234 Ethics Training seminar within one year of appointment and agree to maintain my compliance throughout my entire term in office.

BN
Initials

I, the undersigned, certify that the foregoing information is true and correct and that I am sincerely interested in serving in this position for the City of Maywood. Furthermore, I, the undersigned, acknowledge that this application qualifies as a public record and that all information furnished on the application itself and any supporting documents attached hereto will be treated as a public record and I, therefore, waive any perceived rights to privacy of the information furnished.

[Signature]
Applicant's Signature

January 10th, 2019
Date

FOR INTERNAL USE ONLY

Meets Minimum Requirements: ☒ Yes

☐ No

Residency and/or Employment Verified: ☒ Yes

☐ No

Application Active Until: 8/1/2019

Reyna E. Mendez

Maywood, CA
[REDACTED]

Accountant with over 20 years experience providing full cycle accounting, financial statement preparation and annual audit support to senior management. I am an efficient, accurate, highly organized and detail oriented individual. I enjoy working with numbers and thrive in challenging environments. I work well independently, need minimal supervision, great multi-tasker and also do well in a team setting.

SUMMARY OF QUALIFICATIONS

- Strong accounting knowledge and background.
- Detail oriented and efficient
- Strong analytical ability
- Fluent in Spanish
- Proficient in Construction Management System, Word, Excel, Microsoft Outlook, PowerPoint, Internet, Peachtree, AS400, Yardi, Great Plains, Vista (Viewpoint) and Dun and Bradstreet.

PROFESSIONAL EXPERIENCE

Griffith Company

Accountant, 2017 to Present

- Set-up and maintain Budget and Contract
- Update quantities and back charges
- Subcontract processing
- Reconcile committed cost and accruals
- Review and process change orders
- Month-end reporting
- Maintain an accurate contract and billing based on correspondence from owner
- Process Time and Material billing

Ernest Packaging Solutions

Senior Accountant, 2012 to 2017

- Prepare monthly financials for four divisions
- Formulate annual budgets
- Maintain daily cash management and reconcile monthly bank statements
- Reconcile general ledger accounts
- Maintain inventory and fixed asset schedules and perform annual audit of inventory
- Process and complete monthly and quarterly Sales and Use tax returns
- Manage and analyze daily metrics of sales, returns, deliveries and gross profit
- Prepare weekly order graphs for COO and analyze sales per day by person and purchase orders
- Maintain city and state licenses (approx. 100 licenses)

Reyna E. Mendez

Maywood, CA

R.D. Olson Construction, Development & Investments, Irvine, CA
Assistant Controller, 1999 to 2012

- Plan and evaluate all accounting procedures and policies to ensure transactions are efficient/effective, accounting is accurate and complete for seven entities.
- Manage overall accounting operations including payables, receivables, monthly reconciliation.
- Prepare and audit all financial statements including but not limited to: monthly financial statements, monthly closings and annual workpapers for Review and Audits.
- Reconcile bank statements, cash accounts, accounts receivable and payable balances on a monthly basis.
- Assist upper management with formulation of annual budgets.
- Perform financial subcontractor qualification
- Compute Multi-State Sales and Use Tax returns.
- Process and Maintain city and state contractor's license.

EDUCATION

Bachelor of Science in Business Administration
Emphasis: Accounting, Graduated December 2008
California State University Long Beach



APPLICATION FOR PLANNING COMMISSIONER
City of Maywood

Date Stamp Received

4319 E. Slauson Ave., Maywood, CA 90270 • Telephone (323) 562-5700 • Fax (323) 773-2806

Submittal Requirements (Completed Application must contain the following)

- ☐ Completed, signed Application ☐ Three (3) references with contact information ☐ Resumé

Instructions (Please Type or Print Clearly)

All requested information must be furnished on the Application itself. Resumes, attachments and other supporting documentation cannot be substituted for an Application form. It is important that you answer all questions on your Application fully and accurately. If additional space is needed to answer questions, attach additional sheets.

Completed Applications should be returned to the City of Maywood, 4319 E. Slauson Ave., Maywood, CA 90270 Attention: Planning Dept.

Information Sheet

1. Please confirm that you are applying for a Planning Commission seat: ☒ Yes ☐ No
2. Have you ever served on the City of Maywood Planning Commission or been employed by the City? ☐ Yes ☒ No
If yes, in what capacity and when (months/years) _____
3. Name: Maria R Villatoro Montes (Last) (FI)
4. Residential Address: ██████ E 53 ST #A Maywood CA 90270
5. Phone Number: ████████████████████ Email: _____
6. Are you a registered voter in the City of Maywood? ☒ Yes ☐ No
7. Do you currently reside within the incorporated City limits? ☒ Yes ☐ No
8. Do you currently work within the incorporated City limits? ☒ Yes ☐ No
9. Occupation and Place of Employment: LAUSD Fishburn Ave Elementary
10. Do you have any relatives currently working for the City of Maywood? ☐ Yes ☒ No
If Yes, please list name(s) and relationship: _____
11. List Community/Professional Organizations in which you hold active membership(s). In addition, please list any positions of responsibility held:

SEIU local 99, EKS HP, I am an active community member and I been involved and helped in different community events at YMCA, with different individuals like assembly member Anthony Rendon, Maywood Lions club events, I enjoy serving my community and my people.

12. Please state the reasons you are interested in being a member of the Planning Commission:

13. Please state your reasons as to why your background and/or experience makes you a suitable candidate for appointment to this position:

The main reason is To Served and help my Maywood Community. I had professional experience in holding bussines events, managements, marketing, wholesale Merchandise Advisor, collections, I do understand The bussines views, Politics Involved and mostly I understand The need and demans from my community. Working AT LAUSD had giving me The opportunity to served The parents and students I am sure that if you give me This opportunity I can served my people.

14. Please briefly express your views regarding current and future development in Maywood:

Maywood has a lot of potential, To be a profitable city, a city on Demand Like many cities in California like Downey, Montebello etc. With the right directions I believe we can attract Mayor business To make our city one of The best performance cities from The bussines activity Sector. but There is a lot to be done in The commune and finance sectors in maywood.

15. References (Provide the names and contact information for three (3) individuals who we can contact)

1. Elizabeth Martinez
(Name)

Home Number: _____

Cell Number: _____

2. Martha Aldang
(Name)

Home Number: _____

Cell Number: _____

3. Xiomara Cruz
(Name)

Home Number: _____

Cell Number: _____

Ricardo Vazquez

previous Employer -

DISCLOSURE AND REGULATORY REQUIREMENTS

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MV
Initials

Attendance (MMC §9-1.05) – Commission members are required to attend meetings on a regular basis, and are automatically removed if a member does not attend three regularly scheduled meetings within any calendar year.

MV
Initials

Mandatory Ethics Training (Government Code §53234) – In compliance with state law, if appointed, I agree to complete an approved AB1234 Ethics Training seminar within one year of appointment and agree to maintain my compliance throughout my entire term in office.

MV
Initials

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Maria Victoria Montes
Applicant's Signature

1-28-19
Date

FOR INTERNAL USE ONLY

Meets Minimum Requirements: ☒ Yes

☐ No

Residency and/or Employment Verified: ☒ Yes

☐ No

Application Active Until: 8/1/19

Maria R. Villatoro Montes

• c 53 st apt A • Maywood, Ca, 90270

• Phone: [REDACTED] • E-Mail: [REDACTED]

Maria R Villatoro Montes

• c. 53 st #A Maywood, Ca. 90270

Objective

Seeking a position where my skills and work experience in many different fields can be use to be a value to the company /organization offering the job.

Experience

Administrative Executive Assistant

1997-2017

Company Name: Carico of California INC.

- Administrative Executive: Assisted the president of the company handling scheduling meeting, coordinating staff, I worked for this company and have over 10 years experience in the following areas: Managing business, customer services, collections department, human resources, recruiting, credit management services, wholesale merchandise, payroll systems.
-

LAUSD-Fishburn Ave Elementary (current)

2017-2019

- Parent and Community Rep Coordinator: In charge of increasing parental involvement at the school site, management and coordinating parent workshops, schools events and other parents activities. Worked hand to hand with principal, teachers and school staffs directing school committee: SSC, ELAC, Safety, etc..
- As a community and parent rep I am able to work with different people at all level, I am comfortable presenting diverse information in front of small and large audiences.
- Networking with different organizations, lauds board members, activists, people from the community and politicians to obtain resources for the school and students.

Skills

- Motivated- Teamwork
- Self oriented and responsible
- Great communications skills
- Computer savvy
- Bilingual (english/spanish)

Additional Information available upon request.

COPY



APPLICATION FOR PLANNING COMMISSIONER

City of Maywood

Date Stamp Received

4319 E. Slauson Ave., Maywood, CA 90270 • Telephone (323) 562-5700 • Fax (323) 773-2806

Submittal Requirements (Completed Application must contain the following)

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Information Sheet

1. Please confirm that you are applying for a Planning Commission seat: ☒ Yes ☐ No
2. Have you ever served on the City of Maywood Planning Commission or been employed by the City? ☐ Yes ☒ No
- If yes, in what capacity and when (months/years) _____

3. Name: Olmos (Last) Alondra (First) _____ (Middle)

4. Residential Address: [REDACTED] Fishburn ave. Maywood, CA 90270

5. Phone Number: [REDACTED] Email: [REDACTED]

6. Are you a registered voter in the City of Maywood? ☒ Yes ☐ No

7. Do you currently reside within the incorporated City limits? ☒ Yes ☐ No

8. Do you currently work within the incorporated City limits? ☐ Yes ☒ No

9. Occupation and Place of Employment: _____

10. Do you have any relatives currently working for the City of Maywood? ☐ Yes ☒ No

If Yes, please list name(s) and relationship: _____

11. List Community/Professional Organizations in which you hold active membership(s). In addition, please list any positions of responsibility held:

ADEM Delegate for the 63rd Assembly District

12. Please state the reasons you are interested in being a member of the Planning Commission:

Maywood has potential to be a city that provides its residents quality services and way of life. Unfortunately, a history of mismanagement has crippled trust in our community, poor decision making has affected property values and created further environmental damages. All of which have cost our city thousands of dollars and that have stagnated economic growth in our city by approving projects that do not directly benefit the greater community residents.

13. Please state your reasons as to why your background and/or experience makes you a suitable candidate for appointment to this position:

- I have lived in Maywood all my life and genuinely care about it
- I'm a college graduate with a double major in Political Science and Chicano Studies
- I have experience facilitating discussions and leading cohorts
- I work well independently or with a group/team
- I have experience with government relations as an intern.

14. Please briefly express your views regarding current and future development in Maywood:

Growth is important but in order for any type of growth to occur planning is vital. Effective planning, sustaining a vision and creating expectations are all components that will lead to development. Maywood residents deserve a city where land use is being used to its potential by providing public spaces for families-like parks, contain businesses that contribute to economic developments and provide services that are accessible to community folks.

15. References (Provide the names and contact information for three (3) individuals who we can contact)

1. Diana Morales

(Name)

Home Number:

Cell Number:

2. Alejandra Zelaya

(Name)

Home Number:

Cell Number:

3. Karen Garcia

(Name)

Home Number:

Cell Number:

DISCLOSURE AND REGULATORY REQUIREMENTS

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AO
Initials

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AO
Initials

Mandatory Ethics Training (Government Code §53234) – In compliance with state law, if appointed, I agree to complete an approved AB1234 Ethics Training seminar within one year of appointment and agree to maintain my compliance throughout my entire term in office.

AO
Initials

I, the undersigned, certify that the foregoing information is true and correct and that I am sincerely interested in serving in this position for the City of Maywood. Furthermore, I, the undersigned, acknowledge that this application qualifies as a public record and that all information furnished on the application itself and any supporting documents attached hereto will be treated as a public record and I, therefore, waive any perceived rights to privacy of the information furnished.

AO
Applicant's Signature

January 17, 2019
Date

FOR INTERNAL USE ONLY

Meets Minimum Requirements: ☒ Yes

☐ No

Residency and/or Employment Verified: ☒ Yes

☐ No

Application Active Until:

8/1/2019

ALONDRA OLMOS

EDUCATION

California State University, Long Beach
School of Liberal Arts

December, 2018

Double major; Political Science and Chicano/Latino Studies

QUALIFICATIONS

- Professional experience as a district office intern for the Speaker of the California State Assembly
 - Proficient in Microsoft Office (Excel, Word, PowerPoint, One Note), Windows, Mac, Facebook, Instagram, Twitter, and LinkedIn.
 - Strong communication skills; Bilingual (English and Spanish proficiency written and spoken)
-

LEADERSHIP

Delta Sigma Chi, Fraternity

June 2015 – 2018

- Achieved elected position of Chapter President for the 2016-2017 academic school year, where organization, planning, teamwork and committee oversight led to recognition by the University's Cultural Greek Council as "Organization of the Year for 2017"
- Workshop facilitator/speaker at Inter-Fraternal Convention, Summer 2017
- Designed outreach flyers, coordinated networking events, and organized workshops as Social and Public Relations Officer for the 2015-2016 academic school year.

Long Beach BLAST

September –
December 2018

Academic Mentor, Poly PAAL High School

- Mentored, advised and tutored students to promote character development, enhance life skills and goal setting to foster an environment for academic success.

Santa Ana Early Learning Initiative

September –
November 2018

Workshop Facilitator for SAELI

- Conducted group table discussions to engage and connect parents with the information presented, by maintaining a neutral attitude, probing questions to stimulate interaction and encouraging participation with larger cohort.
-

EXPERIENCE

Intern, District Office Assembly Speaker Anthony Rendon,

August 2017- 2018

Lakewood, CA

- Collaborated with field representatives for community outreach, special events, legislative duties, briefings and administrative work to serve as an active liaison between constituencies and the state.
- Processed constituent mail and compiled spreadsheets to organize information and facilitate requests
- Publicized community events through the utilization of social media to promote community engagement, assisted with legislative research, prepared certificates and awards.
- Coached High School Interns to familiarize them with office task and responsibilities.

Tutor, Youth Policy Institute, Los Angeles, CA

March – October 2017

- Developed weekly lesson plans to mentor students and promote character development through activities that strengthened critical thinking, were engaging, collaborative, and active.
- Communicated with staff to accomplish team goals and maintain overall wellness of the kids
- Supervised a group of 15-25 students while facilitating group discussions to promote teamwork.
- Coached beginners' volleyball club to teach and guide students on the basics of the sport.

Sales Lead, Boost Mobile- Jet Wireless Inc., Pico Rivera, CA

May 2014 –
December 2015

- Supervised store and kiosk to achieve highest level of customer service for our clients.
- Managed financial transactions between customer and store, as well as inventory oversight
- Provided technical support for merchandise sold in the store to increase customer satisfaction.
- Collaborated with store employees to regularly meet sales goals provided by general managers



APPLICATION FOR PLANNING COMMISSIONER

City of Maywood

Date Stamp Received

4319 E. Slauson Ave., Maywood, CA 90270 • Telephone (323) 562-5700 • Fax (323) 773-2806

Submittal Requirements (Completed Application must contain the following)

- ☐ Completed, signed Application ☐ Three (3) references with contact information ☐ Resumé

Instructions (Please Type or Print Clearly)

All requested information must be furnished on the Application itself. Resumes, attachments and other supporting documentation cannot be substituted for an Application form. It is important that you answer all questions on your Application fully and accurately. If additional space is needed to answer questions, attach additional sheets.

Applications received after vacancy has been filled will be kept on file for future vacancies.

Completed Applications should be returned to the City of Maywood, 4319 E. Slauson Ave., Maywood, CA 90270 Attention: Planning Dept.

Information Sheet

1. Please confirm that you are applying for a Planning Commission seat: ☒ Yes ☐ No
2. Have you ever served on the City of Maywood Planning Commission or been employed by the City? ☐ Yes ☒ No

If yes, in what capacity and when (months/years) _____

3. Name: Perez Carmen Yolanda
4. Residential Address: (Last) [REDACTED] (First) E 58th St (Middle) Maywood CA 90270
5. Phone Number: [REDACTED] Email: [REDACTED]
6. Are you a registered voter in the City of Maywood? ☒ Yes ☐ No
7. Do you currently reside within the incorporated City limits? ☒ Yes ☐ No
8. Occupation and Place of Employment: IHSS employee
9. Do you have any relatives currently working for the City of Maywood? ☐ Yes ☒ No

If Yes, please list name(s) and relationship: _____

10. List Community/Professional Organizations in which you hold active membership(s). In addition, please list any positions of responsibility held:

N/A

11. Please state the reasons you are interested in filling this vacancy:

My community is very important to me. For many reasons for one this city is where I have live all of my life. I will like to see a change in our city. The way to do this is to be involve with our city of Maywood so we can stop seeing so much corruption.

Maywood Planning Commission Applicant

Applicant Name: Carmen Perez
Date: 1-7-19

12. Please state your reasons as to why your background and/or experience makes you a suitable candidate for appointment to this position:

Many of my experiences I have had in the pass as a property management. I have learned to properly manage a complex of 300 units plus. I have experience to be a team player and to also listen to residents concerns. To properly make the wise decision for humanity and the community.

13. Please briefly express your views regarding current and future development in Maywood:

Looking forward to work with the new team of councils. To beautify our Maywood. To bring much resources for our city.

14. References (Provide the names and contact information for three (3) individuals who we can contact)

1. Reyna Mendez
(Name)
2. Veronica Guardado
(Name)
3. Cindy Lara
(Name)

Home Number: _____
Cell Number: _____
Home Number: _____
Cell Number: _____
Home Number: _____
Cell Number: _____

15.

DISCLOSURE AND REGULATORY REQUIREMENTS

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I, acknowledge, that if appointed, I may be required to make information available as to any potential conflict of interest arising from my business/affiliations where that affiliation or business may be doing business with the City of Maywood, or any decisions taken by the City of Maywood that may influence that business or affiliation. The City will provide appointees with the filing form and instructions.

CP

Initials

Attendance (MMC §9-1.05) – Commission members are required to attend meetings on a regular basis, and may be removed if a member does not attend three regularly scheduled meetings within any twelve month period. If appointed, I confirm that I will be able to attend meetings regularly and devote the time necessary to fulfill my duties as a member.

CP

Initials

Mandatory Ethics Training (Government Code §53234) – In compliance with state law, if appointed, I agree to complete an approved AB1234 Ethics Training seminar within one year of appointment and agree to maintain my compliance throughout my entire term in office.

CP

Initials

16.

I, the undersigned, certify that the foregoing information is true and correct and that I am sincerely interested in serving in this position for the City of Maywood. Furthermore, I, the undersigned, acknowledge that this application qualifies as a public record and that all information furnished on the application itself and any supporting documents attached hereto will be treated as a public record and I, therefore, waive any perceived rights to privacy of the information furnished.

Carmen Perez
Applicant's Signature

1-7-19

Date

FOR INTERNAL USE ONLY

Meets Minimum Requirements: ☒ Yes ☐ NoResidency Verified (Incorporated Area): ☒ Yes ☐ NoApplication Active Until: 4/1/2019

Carmen Y Perez

1500 E58th Street, Maywood CA 90270

Objective

Seeking a Medical Insurance Billing / Property Management position, in a medical business office environment where my skills, experience and a strong work ethic and strong desire to succeed will be utilized. Bi-lingual Spanish/English speak, reads and writes. Independent fast learner.

Qualifications

- MS Word
- Data Entry (30+WPM)
- Medical Insurance Procedures
- Private Insurance (PPO, HMO, IPA)
- Medical Coding Of Diagnoses & Procedures
- Medical & Dental Billing
- Medical Office Administration
- Health Claim Examiner
- Human Relations
- Ten Key by Touch
- Medical Insurance Verification
- General Office Skills (Filing & Telephone technique)
- Bilingual, English/Spanish (read and write)

EDUCATION

Medical Biller:

Career College Of America

2003- 2004
Southgate, CA

Administration Education

Friedman Occupational Center

Current, 2003
Los Angeles, CA

Volunteer Experience

- Poll worker at different poll Locations
- Approved LAUSD Volunteer passing Background check and LAUSD Qualifications for employment.
- Campaigning/planner volunteer for Maywood city counsel elections.

Work History

IHSS Caregiver

Los Angeles Ca 01/2011-current

Was providing personal care, such as feeding and bathing; household tasks such as laundry, shopping, meal preparation and light housecleaning ; transportation , protective supervision; and certain paramedical services ordered by a physician.

PROPERTY MANAGEMENT/ASST MANAGER LEASING AGENT

DAVLYN INVESTMENT INC. 9128 BURKE ST PICO RIVERA,CA 90660 1/2010-12/2010

Assist in the daily billing, reports for investors, Yardi software reports, rehab reports, supervises maintainers staff, deliver bank deposits check credit reports, verify applications, set up inspection units, close move out files, all other front offices duties.

Unit Secretary/Admin Asst Davita Dialysis center, Imperial HWY, CA 5/2007-11/2009

Front Desk office procedures: Insurance verifications, Patient Referrals translate for Patient, Preparing lab request and setting labs, Entering new patient information, checking billing for medication use and treatment schedule appointment, Transplant coordination work, verify eligibility of insurance.



APPLICATION FOR PLANNING COMMISSIONER
City of Maywood

Date Stamp Received

4319 E. Slauson Ave., Maywood, CA 90270 • Telephone (323) 562-5700 • Fax (323) 773-2806

- Submittal Requirements (Completed Application must contain the following)
- ☒ Completed, signed Application ☒ Three (3) references with contact information ☒ Resumé

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Information Sheet

1. Please confirm that you are applying for a Planning Commission seat: ☒ Yes ☐ No
2. Have you ever served on the City of Maywood Planning Commission or been employed by the City? ☐ Yes ☒ No
If yes, in what capacity and when (months/years) _____
3. Name: Rodriguez (Last) Raul (First) _____ (Middle)
4. Residential Address: [REDACTED] E 56th St
5. Phone Number: [REDACTED] Email: [REDACTED]
6. Are you a registered voter in the City of Maywood? ☒ Yes ☐ No
7. Do you currently reside within the incorporated City limits? ☒ Yes ☐ No
8. Do you currently work within the incorporated City limits? ☐ Yes ☒ No
9. Occupation and Place of Employment: Management Analyst, City of Downey
10. Do you have any relatives currently working for the City of Maywood? ☐ Yes ☒ No
If Yes, please list name(s) and relationship: N/A
11. List Community/Professional Organizations in which you hold active membership(s). In addition, please list any positions of responsibility held:

N/A [REDACTED]

12. Please state the reasons you are interested in being a member of the Planning Commission:

See attached page

13. Please state your reasons as to why your background and/or experience makes you a suitable candidate for appointment to this position:

See attached page

14. Please briefly express your views regarding current and future development in Maywood:

See attached page

15. References (Provide the names and contact information for three (3) individuals who we can contact)

1. Teresa Garcia
(Name)

Home Number: _____

Cell Number: _____

2. Mike Munoz
(Name)

Home Number: _____

Cell Number: _____

3. Lisset Nunez
(Name)

Home Number: _____

Cell Number: _____

12. Please state the reasons you are interested in being a member of the Planning Commission:
I have always had a deep interest in the policy-decision making process in local government and the impact these decisions can have on residents. I believe elected officials must not only analyze all aspects of the decision making process but most importantly, listen to its residents to establish fair and comprehensive policy. Decisions made by previous elected officials I believe not only failed to thoroughly follow analyze issues or follow established procedures but even more egregious, did not allow a platform for residents to have their voices be heard in a fair and open forum. However, with new elected officials in place, I believe that policy decisions will be thoroughly analyzed, fair, professional, and ethical. If given the opportunity to serve in the Planning Commission, I will apply these principles in making vital decisions regarding current and future planning and development in the city.

13. Please state your reasons as to why your background and/or experience makes you a suitable candidate for appointment to this position:
I believe my work experience in local government and educational background in Finance and Public Administration would bring a unique perspective to this position. My financial background has provided me a basic understanding of public sector budgeting, contracting services, and financial reporting to state and federal agencies. As a public servant employee, I also believe I have first hand knowledge of the day-to-day decision making process and how it impacts residents, business owners and other stakeholders. As a lifelong Maywood resident, I have a deep appreciation of the history of the city and have a vested interest in the long-term viability of the city.

14. Please briefly express your views regarding current and future development in Maywood:
It is important to have community input regarding current and future development. I believe it is crucial that all stakeholders impacted from decisions made through the Planning Commission must be identified and given a platform to voice their suggestions/concerns in a fair and unbiased environment. Involving all stakeholders in the decision making process will insure that decisions made on city development have been thoroughly analyzed, discussed and will result in fair and ethical decisions.

DISCLOSURE AND REGULATORY REQUIREMENTS

Conflict of Interest Disclosure – In compliance with state law, appointed officials may be required to file a Statement of Economic Interests upon appointment to office, and annually thereafter.

I, acknowledge, that if appointed, I am required to make information available as to any potential conflict of interest arising from my business/affiliations where that affiliation or business may be doing business with the City of Maywood, or any decisions taken by the City of Maywood that may influence that business or affiliation as well as provide other information as required by the California State Fair Political Practices Commission. The City will provide appointees with the filing form and instructions.

RR
Initials

Attendance (MMC §9-1.05) – Commission members are required to attend meetings on a regular basis, and are automatically removed if a member does not attend three regularly scheduled meetings within any calendar year.

RR
Initials

Mandatory Ethics Training (Government Code §53234) – In compliance with state law, if appointed, I agree to complete an approved AB1234 Ethics Training seminar within one year of appointment and agree to maintain my compliance throughout my entire term in office.

RR
Initials

I, the undersigned, certify that the foregoing information is true and correct and that I am sincerely interested in serving in this position for the City of Maywood. Furthermore, I, the undersigned, acknowledge that this application qualifies as a public record and that all information furnished on the application itself and any supporting documents attached hereto will be treated as a public record and I, therefore, waive any perceived rights to privacy of the information furnished.


Applicant's Signature

2/14/19
Date

FOR INTERNAL USE ONLY

Meets Minimum Requirements: ☒ Yes

☐ No

Residency and/or Employment Verified: ☒ Yes

☐ No

Application Active Until:

8/14/19

██████ E. 56th Street
Maywood, CA 90270

Phone: ██████████
E-mail: ██████████

Raul Rodriguez

OBJECTIVE

To serve the City of Maywood as a Planning Commissioner to utilize both my educational background and work experience as a public servant to enhance the decision making process on planning and development.

EDUCATION

California State University, Long Beach, Long Beach, CA
Master's Degree in Public Administration, May 2010

California State University, Long Beach, Long Beach, CA
Bachelor of Science Degree in Finance, May 2004

WORK EXPERIENCE

Management Analyst
City of Downey, Downey, CA
September 2017 – Present

- Currently a project team leader in the implementation of the Kronus software solution for scheduling, attendance, leave management, and timekeeping system and its successful integration into the city's current ERP software system.
- Review fund expenditure and revenue activity and submit reports identifying variances; analyze and update fiscal year expenditure and revenue forecasting.
- Prepare personnel budget on a fiscal year basis; determine labor costs including salaries and fringe benefits and track these expenses for reporting purposes on a periodical basis.
- Collect, compile, and analyze information from various sources on a variety of specialized topics related to Finance; prepare written reports that present and interpret data and identify alternatives; make and justify recommendations.
- Research and analyze current payroll-related policies and procedures for the purposes of updating and/or streamlining current operating procedures.
- Participate in special projects assigned by the Finance Director and perform other related duties as required.

Payroll Analyst
City of Bell Gardens, Bell Gardens, CA
March 2014 – September 2017

- Prepare personnel budget on a fiscal year basis; determine labor costs including salaries and fringe benefits and track these expenses for reporting purposes on a periodical basis.
- Research and analyze current payroll-related policies and procedures for the purposes of updating and/or streamlining current operating procedures.
- Prepare a variety of payroll-related quarterly and annual reports including tax deposits, insurance, withholding tax, W-2's, and retirement.
- Assist in the preparation of the Capital Improvement Projects (CIP) fiscal year budget; analyze and prepare reports detailing fund expenditures and revenues by project.

- Ensure all payroll and benefit duties are performed in a timely and accurate manner and are executed in accordance with all Federal; State Wage and Hour laws, tax regulations, and City policies and MOU guidelines.
- Arrange payroll cost reporting for numerous grant programs and Department of Labor.
- Assist auditors for the purposes of verifying payroll-related reports including earnings posted to G/L and the accurate allocation of accrued liabilities on a fiscal year basis.

Finance Assistant II

City of Huntington Park, Huntington Park, CA

May 2007 – March 2014

- Assisted in the annual budget preparation on a fiscal year basis; determine labor costs including salaries and fringe benefits and track these expenses for reporting purposes on a periodical basis.
- Prepared a variety of payroll-related quarterly and annual reports including tax deposits, insurance, withholding tax, W-2's, and retirement.
- Reconciled bank account balances, cash statements, deposits, vendor statements, etc. for the purpose of maintaining accurate balances.
- Ensured all payroll and benefit duties are performed in a timely and accurate manner and are executed in accordance with all Federal, State Wage and Hour laws, tax regulations, and City policies and MOU guidelines.
- Arranged payroll cost reporting for numerous grant programs and Department of Labor.
- Assisted auditors for the purposes of verifying payroll-related statements/reports including earnings posted to G/L and the accurate allocation of accrued liabilities on a fiscal year basis.

SKILLS

- Bilingual: fluent in English and Spanish.
- Computer Skills: Microsoft Word, Excel and PowerPoint.
- Self-motivated; detailed, multi-tasked oriented and efficient.
- Possess organizational, analytical, research, and time management skills.
- Work well under pressure with patience and composure; exceptional team player.

COPY



APPLICATION FOR PLANNING COMMISSIONER

City of Maywood

Date Stamp Received

RECEIVED

FEB 01 2019

CITY OF MAYWOOD

4319 E. Slauson Ave., Maywood, CA 90270 • Telephone (323) 562-5700 • Fax (323) 773-2806

Submittal Requirements (Completed Application must contain the following)

- ☐ Completed, signed Application ☐ Three (3) references with contact information ☐ Resumé

Instructions (Please Type or Print Clearly)

All requested information must be furnished on the Application itself. Resumes, attachments and other supporting documentation cannot be substituted for an Application form. It is important that you answer all questions on your Application fully and accurately. If additional space is needed to answer questions, attach additional sheets.

Completed Applications should be returned to the City of Maywood, 4319 E. Slauson Ave., Maywood, CA 90270 Attention: Planning Dept.

Information Sheet

1. Please confirm that you are applying for a Planning Commission seat: ☒ Yes ☐ No
2. Have you ever served on the City of Maywood Planning Commission or been employed by the City? ☐ Yes ☒ No
If yes, in what capacity and when (months/years) _____
3. Name: Torres (Last) Jessica (First) _____ (Middle)
4. Residential Address: [REDACTED] Cudahy Avenue Maywood, CA 90270
5. Phone Number: [REDACTED] Email: [REDACTED]
6. Are you a registered voter in the City of Maywood? ☒ Yes ☐ No
7. Do you currently reside within the incorporated City limits? ☒ Yes ☐ No
8. Do you currently work within the incorporated City limits? ☐ Yes ☒ No
9. Occupation and Place of Employment: Substitute Teacher with Los Angeles Unified School D.
10. Do you have any relatives currently working for the City of Maywood? ☐ Yes ☒ No
If Yes, please list name(s) and relationship: _____
11. List Community/Professional Organizations in which you hold active membership(s). In addition, please list any positions of responsibility held:

12. Please state the reasons you are interested in being a member of the Planning Commission:

I am interested in being a member of the Planning Commission because I would like to see our City improve in many ways. I feel that Maywood needs to regain a positive image.

13. Please state your reasons as to why your background and/or experience makes you a suitable candidate for appointment to this position:

I have lived in the City of Maywood for more than 20 years and I believe I can help improve our City a lot. My experience as a substitute teacher has made me very skillfull at planning, organizing and making important decisions towards the best outcome.

14. Please briefly express your views regarding current and future development in Maywood:

The city has has many developments that have to do with making the streets better and such other things; however, I feel that nothing was planned taking into consideration, residents, schods, and traffic. All developments affect residents. They need to be planned.

15. References (Provide the names and contact information for three (3) individuals who we can contact)

1. Patricia Chung
(Name)

Home Number: _____

Cell Number: _____

2. Sandra Danko
(Name)

Home Number: _____

Cell Number: _____

3. Erica Rodriguez
(Name)

Home Number: _____

Cell Number: _____

DISCLOSURE AND REGULATORY REQUIREMENTS

Conflict of Interest Disclosure – In compliance with state law, appointed officials may be required to file a Statement of Economic Interests upon appointment to office, and annually thereafter.

I, acknowledge, that if appointed, I am required to make information available as to any potential conflict of interest arising from my business/affiliations where that affiliation or business may be doing business with the City of Maywood, or any decisions taken by the City of Maywood that may influence that business or affiliation as well as provide other information as required by the California State Fair Political Practices Commission. The City will provide appointees with the filing form and instructions.

JT
Initials

Attendance (MMC §9-1.05) – Commission members are required to attend meetings on a regular basis, and are automatically removed if a member does not attend three regularly scheduled meetings within any calendar year.

JT
Initials

Mandatory Ethics Training (Government Code §53234) – In compliance with state law, if appointed, I agree to complete an approved AB1234 Ethics Training seminar within one year of appointment and agree to maintain my compliance throughout my entire term in office.

JT
Initials

I, the undersigned, certify that the foregoing information is true and correct and that I am sincerely interested in serving in this position for the City of Maywood. Furthermore, I, the undersigned, acknowledge that this application qualifies as a public record and that all information furnished on the application itself and any supporting documents attached hereto will be treated as a public record and I, therefore, waive any perceived rights to privacy of the information furnished.

Jessica Torres
Applicant's Signature

January 22, 2019
Date

FOR INTERNAL USE ONLY

Meets Minimum Requirements: ☒ Yes

☐ No

Residency and/or Employment Verified: ☒ Yes

☐ No

Application Active Until:

8/1/2019

[REDACTED] Cudahy Avenue
Maywood, California 90270

January 23, 2019

It is with great interest and enthusiasm that I am applying to be a member of the city of Maywood Planning Commission Committee.

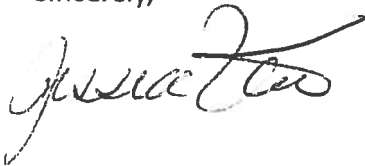
I have acquired excellent organizational, office. And decision making skills working in the San Diego Unified School District, as well as in the Los Angeles Unified School District for the past 22 years. I am currently employed as a substitute teacher with the Los Angeles Unified School District and the Bellflower Unified School District. I teach and I do what I love. I also love my city and would love to see more improvements that will help build a more positive image of our city.

For this purpose, I am seeking an opportunity and it would be an honor to be part of the planning commission committee.

I am providing a resume, and hope that you find my professional background, work skills, and abilities useful.

If you should require any further information, please do not hesitate to contact me at [REDACTED] or [REDACTED]

Sincerely,

A handwritten signature in black ink, appearing to read 'Jessica Torres', with a stylized flourish at the end.

Jessica Torres

JESSICA TORRES

[REDACTED] Cudahy Avenue, Maywood, CA 90270 | H: [REDACTED] [REDACTED]

SUMMARY

I am a very enthusiastic, dedicated and adaptable substitute teacher seeking to be part of the city of Maywood's Planning Commission Committee. I believe residents like me form an important part of the decision making in Maywood, and I would be very honored to help improve my city.

SKILLS

- Experienced in tutoring and supervising
- Dependable, organized, flexible, and willing to carry out a variety of tasks
- Listen, write, and speak effectively in a diverse workforce
- arts, conferences, dependable, instruction, lesson plans, meetings, office, organizing, supervising, supervision, teacher, tutoring, and make various decisions,
- Relationship building
- Activity planning
- Compliance
- Proctoring
- Decision making
- Organization and efficiency
- Conflict resolution
- Parent/teacher conferences
- Scheduling
- Safety understanding
- Behavioral improvements
- Effective listening
- Problem-solving
- Behavioral/cognitive skills development
- Record keeping
- Office equipment operations

EXPERIENCE

11/2015 to Current

Substitute Teacher

Los Angeles Unified School District — Los Angeles, California

- Day-to-day substitute at many schools within the Los Angeles Unified District's South East region.
- Guide students throughout the day with their daily subject matter schedule while regular teacher is out of the classroom for a long term, a day or for meetings, as well as reinforce the classroom discipline.
- Assist the office clerks and administration with office duties and organization, Guiding students, supervising classroom and playground, organizing student work, small group and one-on-one instruction of phonics, and other subject matter, assisting permanent teachers with students' daily learning agenda.
- Teach various subjects in the elementary classroom environment and ensure seamless transition when permanent teacher is unavailable.
- Keep classroom safe, organized, and clean.
- Update attendance, grades, and other required documentation.

01/2011 to Current

Substitute Teacher

San Diego Unified School District — San Diego, California

- Carried out daily lesson plans for each study area, assisted and guided students accordingly, offered different methods of learning for all students.
- Supervised students during class and play.
- Managed daily classroom functions to promote positive learning outcomes.
- Mentored, tutored, and instructed students in need of additional support.
- Cultivated positive relationships with parents and students.

03/1997 to 03/2011

Teacher Assistant

Los Angeles Unified School District — Los Angeles, California

- Small groups instruction with students at-risk, supervision of kinder. through fifth grades during Psycho motor program, assisted in translation from English to Spanish between parents and teachers during school conferences.
- Assisted teachers with instruction and provided clerical support for diverse needs.
- Received high remarks for the creativity of classroom lesson plans and instructional techniques from students, parents and faculty.

01/1997 to 01/2007

LAUSD Heliotrope Avenue Elementary — Maywood, California

EDUCATION AND TRAINING

2007

Bachelor of Arts: Liberal Studies, Psychology

California State University — Carson, California

Major in Liberal Studies. Extensive studies in the arts, culture, and communication. Minor in Psychology. Special studies in communication and people skills, as well as developmental Psychology, and personality disorders.

REFERENCES

- References
- Patrice Abarca, Heliotrope Elementary Los Angeles Unified School District, [REDACTED]
- Adelina Medinilla, Hope Street Elementary LAUSD, [REDACTED]
- Bertha Rodriguez, School Administrative assistant, LAUSD [REDACTED]



ITEM No. 6

**AGENDA
REPORT**

CITY OF MAYWOOD

DATE: FEBRUARY 27, 2019

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

BY: DONALD J. WAGNER, INTERIM CITY ADMINISTRATOR
DAN GARCIA, CITY ENGINEER

SUBJECT: OBTAIN APPROVAL FOR CHANGE ORDERS IN THE AMOUNT OF \$61,968.76, ACCEPT THE PROJECT, AND DIRECT STAFF TO FILE A NOTICE OF COMPLETION FOR THE SLURRY SEAL PROJECT FY 2018-19.

RECOMMENDATION

That the City Council approve change orders for the Slurry Seal Project in the total amount of \$61,968.76 to increase the contract amount with All American Asphalt, Inc. to a new amount not-to-exceed \$938,496.83, accept the completed project, and direct staff to file a Notice of Completion for the Slurry Seal Project FY 2018-19.

FISCAL IMPACT

The Fiscal Year (FY) 18/19 CIP budget approved \$976,000 for this project. Although Change Orders 1 and 2 total to an amount of \$61,968.76, unused bid item quantities throughout the project resulted in a credit of \$9,543.08, so the net increase for these combined change orders is in the amount of \$52,425.68. The project is within the allotted budget. Funded by Gas Tax.

BACKGROUND

On May 23, 2018, the City Council awarded a contract to All American Asphalt in an amount not-to-exceed \$886,071.15 for the Slurry Seal FY 2018-19 Project. The project was completed on January 18, 2019.

Staff determined that two types of traffic signs were necessary as the project progressed and needed to be installed with other requested work. All American Asphalt provided the City with a total cost proposal to perform the work in an amount not-to-

exceed \$23,543.80 for Change Order No. 1. Requests for additional traffic control devices and the replacement of oil stained parking lanes (2,700 square feet) was also requested as the project progressed. The additional work was based on the bid prices for a total of \$38,424.96 as shown in Change Order No. 2. The two change orders are in a total amount of \$61,968.76. Due to unused bid item quantities throughout the project there was a credit of \$9,543.08. Thus the total change order is for \$61,968.76. But the net increase to the entire project is \$52,425.68 due to the credit.

The Project is now complete to the satisfaction of the City Engineer. The Project was inspected and it meets all standards and requirements within the Project Specifications. It is requested that the City Council formally accept the Project and file a Notice of Completion with the Los Angeles County Clerk-Recorder for the Project. 30 days after such filing and there are no claims from subcontractors, the 5% retention payment can then be released to All American Asphalt.

ATTACHMENT(S)

Attachment No. 1 - Change Order No's. 1 & 2 for the Slurry Seal Project FY 2018-19

Attachment No. 2 - Notice of Completion



**CITY OF MAYWOOD
DEPARTMENT OF BUILDING AND PLANNING
CONTRACT CHANGE ORDER**

CHANGE ORDER NO: <u>1</u>	BASE CONTRACT AMOUNT: \$ <u>886,071.15</u>
PROJECT NO: <u>18-007</u>	AMOUNT OF PREVIOUS CCOs: \$ <u>0</u>
CONTRACTOR: <u>All American Asphalt</u>	AMOUNT OF THIS CCO: \$ <u>23,543.80</u>
TIME INC./DEC. THIS CCO, DAYS: <u>8</u>	NEW CONTRACT TOTAL: \$ <u>909,614.95</u>

PROJECT: Slurry Seal Project FY 2018/2019

You are hereby directed to make the herein described changes from the plans and specifications or do the following described work not included in the plans and specifications on this contract. Except as modified herein, the original Contract Documents and all prior amendments shall remain in full force and effect and all of the terms of the Contract Documents are hereby incorporated in this Change Order.

COR. No.	Item Description	Time, Days	Cost
1	Install 14 W8-1 (30") and W16-7P(L) Sign Assemblies on 2"x2" Galvanized Metal Post in Heavy-Duty Anchor into Existing Concrete Sidewalk with PCC Patch	-	\$ 12,615.82
2	Install 12 W8-1 (30") and W13-1 (15MPH) Sign Assemblies on 2"x2" Galvanized Metal Post in Heavy-Duty Anchor into Existing Concrete Sidewalk with PCC Patch	-	\$ 10,694.88
3	Additional Working Days and 1% Bond	8	\$ 233.10
TOTAL ADJUSTMENT THIS CHANGE ORDER:		8	\$ 23,543.80

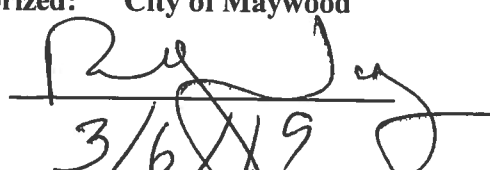
We, the undersigned contractor, have given careful consideration the change proposed and hereby agree, if this proposal is approved, that we will provide all equipment, furnish all materials, except as may otherwise be noted above, and perform all services necessary for the work above specified, and will accept as full payment therefore the prices shown above, which shall constitute full compensation, including all mark-ups for this work. Full payment of the prices shown above shall also include payment for any and all delay, extended or additional field and home office overhead, disruption, acceleration, inefficiencies, lost labor or equipment productivity, differing site conditions, construction interferences and other extraordinary or consequential damages, including any cumulative effect of these impacts on the overall Work under the Contract arising directly from the performance of Work described in this Change Order.

Accepted: All American Asphalt, Inc. **Construction Manager**

By: _____ By: _____

Date: _____ Date: _____

Authorized: City of Maywood

By: 

Date: 3/6/19



**CITY OF MAYWOOD
DEPARTMENT OF BUILDING AND PLANNING
CONTRACT CHANGE ORDER**

CHANGE ORDER NO: <u>2</u>	BASE CONTRACT AMOUNT: \$ <u>886,071.15</u>
PROJECT NO: <u>18-007</u>	AMOUNT OF PREVIOUS CCOs: \$ <u>23,543.80</u>
CONTRACTOR: <u>All American Asphalt</u>	AMOUNT OF THIS CCO: \$ <u>38,424.96</u>
TIME INC./DEC. THIS CCO, DAYS: <u>0</u>	NEW CONTRACT TOTAL: \$ <u>948,039.91</u>

PROJECT: Slurry Seal Project FY 2018/2019

You are hereby directed to make the herein described changes from the plans and specifications or do the following described work not included in the plans and specifications on this contract. Except as modified herein, the original Contract Documents and all prior amendments shall remain in full force and effect and all of the terms of the Contract Documents are hereby incorporated in this Change Order.

COR. No.	Item Description	Time, Days	Cost
1	Install 8 Additional Speed Humps at 5073 60th St, 5073 60th Pl, 4211 54th St, 6117 Woodward Ave, 6116 Mayflower Ave, 6136 Mayflower Ave, 4517 61st St, 6025 Pine Ave, and Remove 1 Speed Hump at 6126 Alamo Ave	-	\$ 17,310.96
2	Additional 2700 SF for 2" Base Repair Due to Oil Stains in Parking Lanes	-	\$ 21,114.00
TOTAL ADJUSTMENT THIS CHANGE ORDER:		0	\$ 38,424.96

We, the undersigned contractor, have given careful consideration the change proposed and hereby agree, if this proposal is approved, that we will provide all equipment, furnish all materials, except as may otherwise be noted above, and perform all services necessary for the work above specified, and will accept as full payment therefore the prices shown above, which shall constitute full compensation, including all mark-ups for this work. Full payment of the prices shown above shall also include payment for any and all delay, extended or additional field and home office overhead, disruption, acceleration, inefficiencies, lost labor or equipment productivity, differing site conditions, construction interferences and other extraordinary or consequential damages, including any cumulative effect of these impacts on the overall Work under the Contract arising directly from the performance of Work described in this Change Order.

Accepted: All American Asphalt, Inc. Construction Manager

By: _____ By: _____

Date: _____ Date: _____

Authorized: City of Maywood

By: [Signature]

Date: 3/6/18



09/10/18

To: City of Maywood

ATTN: Kevin Ko

RE: City of Maywood
Slurry seal Project FY 2018/2019

Request for Change / Additional Work #1 revised

Brian Anselm
Project Manager

Received By _____

	APPROVED		REVISE & RESUBMIT
	APPROVED AS NOTED		REJECTED

**RECORDING REQUESTED BY
CITY OF MAYWOOD**

WHEN RECORDED MAIL TO:

**City of Maywood
4319 East Slauson Avenue
Attn: David Mango, Director of Building and Planning**

Document Number: 16351459



Batch Number: 9682153



**Official Business Document Entitled
To Free Recording Per Government Code
Sections 6103 and 27383**

SPACE ABOVE THIS LINE FOR RECORDER'S USE

NOTICE OF COMPLETION

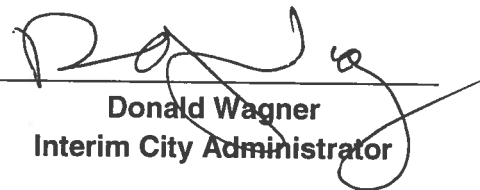
NOTICE PURSUANT TO CIVIL CODE SECTION 3093, MUST BE FILED WITHIN 10 DAYS AFTER COMPLETION

Notice is hereby given that:

1. The undersigned is owner of or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
2. The full name of the owner is CITY OF MAYWOOD.
3. The full address of the owner is 4319 East Slauson Avenue, Maywood, California 90270.
4. The nature of the interest or estate is: In fee.
5. The work of improvements(s) on the property hereinafter described was completed on January 18, 2019. The work done was the Slurry Seal Project FY 2018-19.
6. The name of Contractor for such work improvement was All American Asphalt, Inc.
7. The property on which said work of improvement was completed is in the City of Maywood, County of Los Angeles, State of California, and is described as follows: The project includes slurry sealing and repairs of various City streets.

DATED: February 27, 2019

CITY OF MAYWOOD

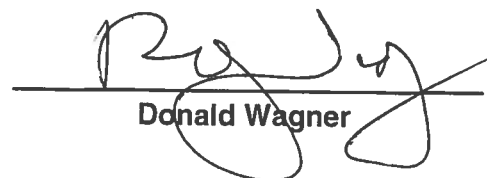

**Donald Wagner
Interim City Administrator**

VERIFICATION

I, the undersigned, say, I am the Chief Administrative Officer of the City, the declarant of the foregoing notice of completion: I have read said notice of completion and know the contents thereof; the same is true of my knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on February 27, 2019, at Maywood, California


Donald Wagner

This page is part of your document - DO NOT DISCARD



20190224480



Pages:
0002

Recorded/Filed in Official Records
Recorder's Office, Los Angeles County,
California

03/13/19 AT 10:37AM

FEES:	0.00
TAXES:	0.00
OTHER:	0.00
PAID:	0.00



LEADSHEET



201903132880031

00016351459



009682153

SEQ:
02

DAR - Mail (Intake)



THIS FORM IS NOT TO BE DUPLICATED



ITEM No. 7

AGENDA REPORT
CITY OF MAYWOOD

DATE: FEBRUARY 27, 2019
TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL
FROM: DONALD WAGNER, INTERIM CITY ADMINISTRATOR
SUBJECT: DISCUSSION AND APPROVAL OF THE COMMUNITY BENEFIT FUND GUIDELINES AND PROCEDURES

RECOMMENDATION

Staff recommends that the City Council adopt the Resolution Approving the Community Benefit Fund Guidelines and Procedures.

FISCAL IMPACT

There is no fiscal impact in adopting the Resolution.

LEGAL REVIEW

The City Attorney has reviewed this report.

BACKGROUND

As discussed at the February 13, 2019 City Council meeting, Staff has drafted proposed guidelines and procedures for the implementation of the Community Benefit Fund.

DISCUSSION

Staff has prepared Guidelines and Procedures for the Community Benefit Fund to delineate what organizations are eligible to apply for funding, what services and activities qualify for funding and to outline the application process including the selection process and post-award procedures. A summary of each area is discussed below.

Eligible Organizations and Eligible Activities.

Under the proposed Community Benefit Fund Guidelines and Procedures ("Guidelines"), applicants must be a 501(c)(3) nonprofit entity, a school or school-based/affiliated organization located in the City or other City-based organizations such as athletic organizations or community groups. Activities, programs or events for which funding is requested must have a benefit to residents of the City and the applicant must demonstrate that the funding will either enhance the quality of life or the delivery of services in the City; or will provide 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 City Council desires, the City Council can adopt a provision that limits the amount of funds that an applicant can seek.

The Guidelines also provide that grant funds shall not be used for religious activities or political campaigning purposes or activities. In addition, the Guidelines contain a "nepotism" clause whereby organizations whose leadership has as a member, a city employees or elected or appointed City officials or any member of their family, are not eligible to seek funding.

Application and Selection Procedures

Applicants are to use a City provided application form which can be submitted during any of the four (4) application cycles during the fiscal year. There is a corresponding deadline for each quarterly cycle. Once the deadline passes, the intent is for Staff to review the applications to ensure that the applicant and its request comply with the Guidelines. Once that review occurs, Staff will present all the applications received for that quarter to the City Council in one report.

When the report is presented, the City Council will take action on the applications. The Guidelines provide discretion to the Council to fund in whole or in part any request or not to fund any or all requests. The City Council can also hold-over an application to the next quarter. Because there are four application cycles, the City Council will have to be mindful of the amount of funds it grants in each cycle to ensure there is money to grant throughout the year.

Regardless of which cycle an application is made, the funds must be spent during the same fiscal year in which the application was approved by the City Council. Also, an organization may only submit one application per fiscal year.

Post Award Requirements

All selected applicants will be required to execute an agreement with the City. In addition, the applicant will need to submit a report within 45 days of fund expenditure demonstrating the use of the funds and the amount spent, provide information about the number of participants, provide copies of any publicity materials and provide a narrative regarding the benefit that the funds provided to the City's residents. If the report is not submitted, that organization will not be eligible to apply for future funds until submission of the report.

Depending on the activity to be funded, monies may be provided directly to the organization or to a third party vendor who is providing the activity or program. For example, if the funds are used to pay for bus transportation for field trips, the City will pay the bus operator directly. The Guidelines also allow the City to purchase goods if the request is for tangible items, at the discretion of the City. In such case, the City will pass-through those items to the organization.

In all cases, if there are unexpended funds, those monies must be returned to the City.

ATTACHMENTS

Attachment No. 1 - Resolution with the Guidelines and Procedures

Attachment No. 2 - Community Benefit Fund Agreement

Attachment No. 3 – Community Benefit Fund Application

ATTACHMENT NO. 1

RESOLUTION NO. 6015

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAYWOOD ADOPTING THE COMMUNITY BENEFIT FUND GUIDELINES AND PROCEDURES

WHEREAS, the City Council adopted Resolution No. 6013 to establish a Community Benefit Funding Policy designating that funds be placed a "Community Benefit Fund" each fiscal year;

WHEREAS, the City Council desires to adopt guidelines and procedures for the implementation of the Community Benefit Fund;

NOW, THEREFORE, the City Council of the City of Maywood, California, does hereby resolve, determine, and order as follows:

Section 1. The above recitals are true and correct and incorporated herein as if set forth in full.

Section 2. The "City of Maywood Community Benefit Fund Guidelines and Procedures" attached to this Resolution as Exhibit A is hereby adopted.

Section 3. This Resolution shall be effective immediately upon its passage and approval.

Section 4. The City Clerk shall certify to the passage and adoption of this Resolution and shall enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED this 27th day of February 2019.


Eduardo De La Riva, Mayor

ATTEST:


Gerardo Mayagoitia, City Clerk

APPROVED AS TO FORM:



Roxanne Diaz, City Attorney

I, Gerardo Mayagoitia, City Clerk of the City of Maywood, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council of the City of Maywood held on the 27th day of February, 2019 by the following vote:

AYES: Alvarez, Marquez, Medina, Lara, and De La Riva

NOES:

ABSTAINED:

ABSENT:



Gerardo Mayagoitia, City Clerk

EXHIBIT A

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 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 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 \$5,000.

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

CITY OF MAYWOOD COMMUNITY BENEFIT FUND GUIDELINES AND PROCEDURES

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 veronica.alvarez@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 shall allow the City up to 30 days to process the request. If a third-party vendor is the recipient of the funds (i.e. bus company used for field trip), then the request shall include the information regarding that vendor including their Tax Identification Number and the check shall be made

**CITY OF MAYWOOD
COMMUNITY BENEFIT FUND
GUIDELINES AND PROCEDURES**

payable 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.

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.

ATTACHMENT NO. 2

**AGREEMENT BETWEEN THE CITY OF MAYWOOD AND

FOR FUNDS THROUGH
THE COMMUNITY BENEFIT FUND**

THIS AGREEMENT is made and entered into on the _____ by and between the City of Maywood, a municipal corporation ("CITY"), and _____, a _____, [address]("RECIPIENT").

R E C I T A L S

WHEREAS, CITY desires to fund programs and services that benefit the residents of the City of Maywood pursuant to the City's Community Benefit Fund;

WHEREAS, RECIPIENT is a non-profit organization [OR OTHER DESCRIPTION OF ENTITY] offering _____ and has submitted an application for _____ ("Project");

WHEREAS, the City Council has reviewed and approved Recipient's application for funding on _____ for use during fiscal year 2018-2019 to offer _____.

NOW, THEREFORE, in consideration of the mutual covenants of the parties hereto, it is agreed as follows:

Section 1. Fund Authorization. City authorizes the sum of _____ to be paid to Recipient for the fiscal year 2018-2019 ("Funds") Payment of the Funds shall be made to Recipient _____ within thirty (30) days of execution of this Agreement [OR LIST OTHER PAYMENT PROVISIONS IF PAID TO THIRD PARTY VENDOR] contingent upon Recipient's compliance with the terms of this Agreement and the Community Benefit Fund Guidelines and Procedures.

Section 2. Use of Funds. Recipient shall use the Funds to offer _____ as described in Recipient's application for such Funds which is attached and incorporated herein as Exhibit A.

Section 3. Reports. Within 45 days of Fund expenditure, Recipient shall furnish a comprehensive reports to the City Manager (hereinafter "Administrator") describing the use of the Funds including an accounting of the Fund's expenditures, 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.

Section 4. Assignments. This Agreement shall not be assigned by Recipient without the prior written consent of City.

Section 5. Independent Contractor Relationship. At all times during the term of this Agreement, Recipient shall be an independent contractor and Recipient, its officers, employees and agents shall not be employees of the City.

Section 6. Insurance. If required by the City's Risk Manager, Recipient shall at all times during the term of this Agreement carry, maintain, and keep in full force and effect, a policy or policies of Comprehensive General Liability Insurance, with minimum limits of One Million Dollars (\$1,000,000) for each occurrence, combined single limit, against any personal injury, death, loss or damage resulting from the wrongful or negligent acts by Recipient, workers compensation insurance as required by law and vehicle liability insurance for any automobiles used in furtherance of the Project in the amount required by law. The policy or policies shall be issued by an insurer admitted in the State of California and with a rating of at least a B+;VII in the latest edition of Best Insurance Guide. The general liability and vehicle liability insurance shall contain an endorsement naming the City as an additional insured.

Section 7. Indemnification. Recipient agrees to indemnify, hold harmless and defend the City, including the City Council and its officers, employees and agents, from any claim, liability or financial loss (including, without limitation, attorney's fees and costs) arising from any intentional, reckless, grossly negligent, or otherwise wrongful acts, errors or omissions of Recipient in the performance of this Agreement.

Section 8. Termination. City may terminate this Agreement at any time, without cause, upon fifteen (15) days written notice to Recipient. Recipient agrees to cease all work under this Agreement on or before the effective date of such notice. If City elects to terminate the Agreement, Recipient shall not be entitled to any payment from City from the date of the notice of termination and Recipient must return all remaining Funds to the City.

Section 9. Entire Agreement. This Agreement represents the entire integrated agreement between City and Recipient, and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by a written instrument signed by both City and Recipient.

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

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The City:

City of Maywood,
a California municipal corporation

The Recipient:

By: _____
Eduardo De La Riva
Mayor of the City of Maywood

By: _____
Name:
Title:

ATTEST:

By: _____
Gerardo Mayagoitia, City Clerk

APPROVED AS TO FORM:

By: _____
Roxanne Diaz, Interim City Attorney

ATTACHMENT NO. 3

CITY OF MAYWOOD

COMMUNITY BENEFIT FUND APPLICATION

Please Type/Print Information
(attach additional pages as needed)

Application Funding Cycle

☐ S1: July 1 - December 31

☐ S2: January 1 - June 30

Date of Application: _____

Amount Requested: _____

Organization Name:	Phone Number:
Street Address:	Fax Number:
City, State, Zip:	Federal EIN:
Contact Person:	
Contact Email Address:	

Provide a detailed description of your organization. For example, are you a school, school-based or affiliated entity, youth program, community based organization, etc.

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)?

Is the organization located/based in Maywood or does it provide programs or services to Maywood residents? Yes ☐ No ☐ If yes, please explain.

Describe how the requested funds will be used? Attach a proposed budget.

What is the anticipated time-frame to provide the proposed program, service, event activity or goods and the expenditure of the requested funds?

Describe the organization's efforts in obtaining funding from other sources?

How will the requested funds have a benefit to Maywood residents?

How will the requested funds enhance the quality of life or the delivery of services for Maywood residents?

How will the requested funds provide educational opportunities for Maywood residents or students?

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.

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

**AGENDA REPORT**
CITY OF MAYWOOD

DATE: FEBRUARY 27, 2019

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: DONALD J. WAGNER, CITY MANAGER

BY: OFELIA MANCERA, FINANCE DIRECTOR *OM*

SUBJECT: CONSIDERATION TO APPROVE A LEASE AGREEMENT EXTENSION BETWEEN THE CITY OF MAYWOOD AND THE BALDWIN PARK UNIFIED SCHOOL DISTRICT FOR THE USE OF CLASSROOM SPACE IN THE MAYWOOD PARK MULTIPURPOSE BUILDING

RECOMMENDATION

That the City Council consider approving to extend a lease Agreement ("Agreement") between the City and the Baldwin Park Unified School District (the "District") for three years commencing on July 1, 2018 through June 30, 2021 for the use of classroom space in the Maywood Park Multipurpose Building located at 4801 E. 58th Street; and authorizing the Mayor to execute the License Agreement.

FISCAL IMPACT

The Agreement calls for the District to make a total annual lease payment of \$25,020.00 to the General Fund with annual cost adjustment increments of 3%.

LEGAL REVIEW

The City Attorney has reviewed the attached agreement.

BACKGROUND

In the 2006-2007 program years, Baldwin Park Unified School District assumed operational responsibility for Los Angeles County Office of Education's (LACOE) Head Start Direct Services Program. As part of the transition, LACOE agreed to sublease classroom space in the cities of Bell, Cudahy and Maywood (the "Tri-Cities"). As leases expired, the District independently assumed leases in each of the Tri-Cities.

Extended Lease Agreement with BPUSD

On July 1, 2009, a three-year Agreement was entered into between the City of Maywood and BPUSD for use of classroom space in the Maywood Park Multi-purpose facility for a preschool program. The District expressed an interest in extending the Agreement to continue providing preschool services for an additional three years term ("Term") and on May 14, 2012, the City Council granted an extension of the Agreement for an additional three years, effective July 1, 2012 through June 30, 2015. On August 12, 2015 the City Council granted a second extension of the agreement for an additional three years, effective July 1, 2015.

Offer

After negotiating with the City, the District agrees to pay \$25,020 to renew the Agreement. In addition, the District agrees to the 3% rate increase (escalation clause) from the current License Agreement. Also, the District wishes to continue using the classroom space it is currently leasing for an additional three (3) years, from July 1, 2018 through June 30, 2021.

DISCUSSION

Since July 2009, Baldwin Park Unified School District has operated the Tri-Cities Head Start preschool program at the multi-purpose building without interruption and in good standing. The preschool, which is operated by BPUSD under the LACOE's Head Start Direct Services Program ("Program"), has been a benefit to the families of Maywood and surrounding communities. Quality, low cost preschool services is a critical need for many Maywood area residents. The approval of the three-year lease extension would ensure that affordable, preschool services continue to be provided to the community. In addition, the annual rental income would be applied to the City's General Fund to offset costs of operating the Multi-purpose facility.

Attachments: 1. Lease Agreement Extension
2. Facilities diagram

**LEASE FOR USE OF MAYWOOD
MULTI-PURPOSE PARK FACILITY FOR A PRESCHOOL**

THIS LEASE is dated as of February 27, 2019 and is entered into by and between the Baldwin Park Unified School District, hereinafter referred to as "Tenant", and the City of Maywood, hereinafter referred to as "Landlord".

RECITALS

WHEREAS, Landlord is the owner of a two story building with a street address of 4801 E. 58th Street ("Building"); and

WHEREAS, Tenant operates preschool programs throughout the County of Los Angeles and desires to utilize a portion of the Building to operate a preschool program; and

WHEREAS, Landlord desires to permit Tenant to utilize the portion of the Building described on Exhibit "A" (the "Premises") for such purposes.

IT IS THEREFORE AGREED AS FOLLOWS:

1. **PERMITTED USE.**

Tenant may use the Premises for the operation of a preschool program for low income Maywood residents between the ages of three and five years; however, if Tenant is unable to recruit and meet enrollment sufficient numbers of Maywood residents for its program, it may recruit low income children from adjacent areas in order to maintain minimum enrollment criteria. In no event shall Tenant use the Premises for any other purpose without the prior written consent of the Landlord.

2. **TERM.**

The term of this Lease shall commence on July 1, 2018 and shall expire, unless terminated earlier as herein below set forth, on June 30, 2021.

3. **RENT.**

Upon Tenant's execution and delivery of this Lease, Tenant shall pay to Landlord the sum of TWENTY-FIVE THOUSAND AND TWENTY AND NO/100 DOLLARS (\$25,020.00), without offset for deduction, as rent for the period from July 1, 2018 to June 30, 2019. Commencing on July 1, 2019, Tenant shall pay to Landlord, in advance, on the first day of each calendar month, without offset or deduction, monthly rent of TWO THOUSAND ONE HUNDRED FORTY-SEVEN AND 55/100 DOLLARS (\$2,147.550, and such monthly rent amount shall increase to \$2,211.97 on July 1, 2020.

4. **MAINTENANCE RESPONSIBILITIES.**

4.1 Tenant shall keep and maintain the Premises and other areas used by it, clean and well maintained and shall promptly repair or remedy, at its expense (or make arrangements to have

the Landlord repair or remedy at Tenant expense), damage caused by Tenant, its officers, employees, contractors, licensees or invitees.

4.2 Tenant shall promptly report damage in writing to Landlord. If Tenant is not obligated to repair the damage under Section 6.1, Landlord shall have the right to repair the damage or terminate this Lease upon ten (10) day's prior written notice to Tenant.

5. UTILITIES.

Landlord shall have the right to charge Tenant, as additional rent, for the cost of utilities, supplied to or used by Tenant, as determined by Landlord in good faith from time to time. Tenant shall pay any such charges, without deduction or offset, as additional rent, from time to time, within ten (10) business days after Landlord delivers a written demand for payment with an explanation of the charges.

6. LICENSURE AND LEGAL REQUIREMENTS.

Tenant shall at all times be licensed by the State Department of Social Services and shall comply with all pertinent requirements of Title 22, Division 2 of the California Administrative Code, as amended from time to time.

Tenant shall at all times comply with all municipal, county, state and federal laws and other regulations not previously mentioned and shall not use or permit the use of the facilities for illegal or immoral purposes nor commit, suffer or permit any waste upon the facility. Any violation of the above-mentioned provisions shall be grounds for the termination of this Agreement.

7. ASSIGNMENT AND SUBLETTING.

This Agreement is personal to the Tenant and shall not be assigned, nor shall the Premises be sublet.

8. INDEMNIFICATION AND INSURANCE.

8.1 Tenant Indemnification. Tenant shall hold Landlord harmless and will indemnify and defend Landlord from and against any and all demands, debts, liens, claims, damages, liabilities, costs, and expenses, by reason of Tenant operations within the City of Maywood (including operations under this Agreement), including claims for damages to personal property in, on or about the Premises, and for injuries to persons in or about the Building.

8.2 Landlord's Indemnification. Landlord agrees to and does hereby hold Tenant harmless and will indemnify and defend Tenant from and against any and all demands, debts, liens, claims damages, liability, cost, expense, to the extent that injury or damage results from the gross negligence or willful misconduct of Landlord or Landlord's officers, employees, contractor's or agents with respect to the Building or Premises.

8.3 Tenant Insurance. During the term of this License, Tenant shall, at its own expense, maintain a program of insurance as set forth herein, insuring against claims for injury, damage, or loss that may arise from or in connection with its performance or nonperformance pertaining to

this Lease. Tenant shall name Landlord, its officers, employees and agents additional insured on any and all commercial general liability insurance and shall reference this License. Tenant shall furnish Landlord with satisfactory evidence of insurance and the additional insured endorsement prior to commencement of the use under this License. Tenant shall also furnish a copy of a certificate evidencing compliance with Section 3700 of the California Labor Code, which requires every employer to maintain workers' compensation coverage or self-insurance in lieu thereof. Each insurance policy shall be endorsed to state that coverage shall (i) be purchased in the State of California, (ii) be primary and non-contributory, (iii) be rated no less than B+, according to industry standard accepted insurance guidelines, and (iv) not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days prior written notice or ten (10) days advance written notice prior to cancellation for nonpayment of premiums. General liability insurance shall provide coverage for injury, damage and loss, including, but not limited to, premises and operations, contractual liability, independent contractors, broad form legal liability, fire legal liability, and personal injury within minimum limit of One Million Dollars (\$1,000,000.00), aggregate limits of Two Million Dollars (\$2,000,000.00) for operations by Tenant within Maywood. If coverage is written on a claims made form, such coverage shall be endorsed to provide an extended reporting period of not less than one (1) year following termination of this License Agreement. Tenant is commercially insured for general liability insurance and maintains coverage as described above. Tenant may, at Tenant's option, choose to self-insure provided Tenant notifies Landlord of such change and scope of coverage. Tenant's insurance (or self-insurance) shall be primary (such that claims should not be made on Landlord's insurance, if any).

9. **TERMINATION.**

This Agreement may be terminated (i) by either party upon written notice to the other for breach of any provision hereof that is not cured within ten (10) business days after written notice, or (ii) by Tenant upon ninety (90) days' prior written notice if major funding sources are terminated or withheld or if sufficient numbers of qualified pupils are not available to fill the classes. Any termination notice hereunder shall be served by certified mail as follows:

City of Maywood
4319 W. Slauson Avenue
Maywood, CA 90270
Attn: City Manager

Baldwin Park Unified School District
P.O. Box 3699
3699 North Holly Avenue
Baldwin Park, CA 91706
Attn: Director, Early Childhood Education

10. **INDEPENDENT CONTRACTOR.**

Tenant are and at all times shall remain as to Landlord wholly independent contractors. Contractor and Tenant shall not, at any time or in any manner, represent that they or any of their principals or employees are officers, employees or agents of the Landlord. Contractor and Tenant shall comply with all applicable provisions of the Workers' Compensation Act and Labor Code of the State of California. Neither Contractor, Tenant, nor any of their principals or employees, shall have any claim or right to any benefits or privileges available to an employee of the Landlord such as retirement, health insurance and other similar benefits and shall be responsible for all such benefits, at its own cost and expense.

11. **ENTIRE AGREEMENT OF THE PARTIES.**

This Agreement supersedes any and all Agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. Each party to this Agreement acknowledges that no representations, inducements, promises, or agreements, oral or otherwise, have been made by any party or anyone acting on behalf of any party, which is not embodied herein, and that no other agreement, statement, or promise not contained in this Agreement shall be valid or binding. Any modification of this Agreement will be effective only if it is in writing executed by the parties hereto. The covenants and agreements contained herein are binding on the parties hereto, their legal representatives, heirs, successors and assigns.

12. **GOVERNING LAW.**

This Agreement shall be governed by and construed in accordance with the laws of the State of California.

13. **VENUE.**

This Agreement is made, entered into, executed and is to be performed in Maywood, Los Angeles County, California and any action filed in any court or for arbitration for the interpretation, enforcement and/or otherwise of the terms, covenants and conditions referred to herein shall be filed in the applicable court in Los Angeles County, California.

14. **COUNTERPARTS.**

This Agreement may be executed in any number of counterparts each of which shall be deemed an original, and all of which shall constitute one and the same instrument.

15. **TIME OF ESSENCE.**

Time is of the essence of every provision hereof in which time is a factor.

16. **POSSESSORY INTEREST TAXES.**

TENANT ACKNOWLEDGES AND AGREES THAT FOR SO LONG AS THE BUILDING IS OWNED BY THE CITY OR ANY OTHER PUBLIC ENTITY OR GOVERNMENT, INCLUDING WITHOUT LIMITATION A MUNICIPAL CORPORATION, THIS LEASE AND TENANT'S INTEREST HEREUNDER MAY CONSTITUTE A POSSESSORY INTEREST SUBJECT TO PROPERTY TAXATION AND AS A RESULT TENANT MAY BE SUBJECT TO THE PAYMENT OF POSSESSORY INTEREST TAXES LEVIED ON THAT INTEREST. IF TENANT DOES NOT ESTABLISH WITH THE COUNTY THAT IT IS EXEMPT, TENANT SHALL PAY SUCH TAXES WHEN DUE, TO THE COUNTY/LEVYING AUTHORITY.

17. **CONDITION OF PREMISES.**

17.1 Tenant acknowledges that Tenant is in possession of the Premises, has thoroughly inspected the Premises and accepts the Premises in their current "AS-IS" condition, without representation or warranty, express or implied.

17.2 The Premises have not been inspected by a Certified Access Specialist (CASp). A Certified Access Specialist (CASp) can inspect the Premises and determine whether the Premises comply with all of the applicable construction-related accessibility standards under state law. Although state law does not require a CASp inspection of the Premises, the commercial property owner or lessor may not prohibit the lessee or tenant from obtaining a CASp inspection of the Premises for the occupancy or potential occupancy of the lessee or tenant, if requested by the lessee or tenant. The parties shall mutually agree on the arrangements for the time and manner of the CASp inspection, the payment of the fee for the CASp inspection, and the cost of making any repairs necessary to correct violations of construction-related accessibility standards within the premises.

In that regard, the parties agree that in the event Tenant requests a CASp inspection, Tenant shall pay any such inspection fees and the cost of making any such repairs.

18. **LANDLORD'S GOVERNMENTAL CAPACITY.**

Notwithstanding anything contained in this Lease to the contrary, Tenant acknowledges that Landlord is acting in its proprietary capacity, is entering into and complying with this Lease, and that nothing contained in this Lease shall require Landlord, in its capacity as a governmental entity, to act in any predetermined manner in connection with its actions as a governmental entity, as opposed to its actions as a contracting party pursuant to this Lease.

19. **MEMORANDUM OF LEASE.**

Concurrently with the execution and delivery of this Lease, Tenant shall also execute, acknowledge and deliver to Landlord a Memorandum of Lease in the form attached hereto as Exhibit "B" for recording. Tenant shall not record this Lease, any notice of other memorandum of this Lease. Upon the expiration or any earlier termination of this Lease, Tenant shall execute, acknowledge and deliver to Landlord a termination of such recorded Memorandum of Lease and/o quitclaim deed in the form prepared by Landlord and submitted to Tenant.

EXECUTED in duplicate at Maywood, California on the date and year first herein above written.

TENANT:

BALDWIN PARK UNIFIED SCHOOL
DISTRICT

By:

Name: Dr. Froilan N. Mendoza
Title: Superintendent

LANDLORD:

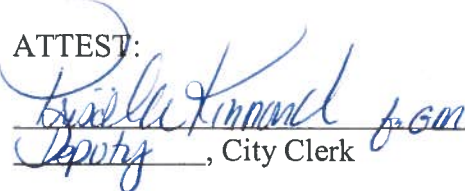
CITY OF MAYWOOD

By:

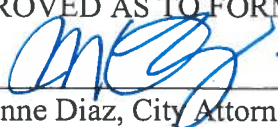
Name: Eduardo Dela Riva
Title: Mayor

ATTEST:

ATTEST:


_____, City Clerk

APPROVED AS TO FORM:

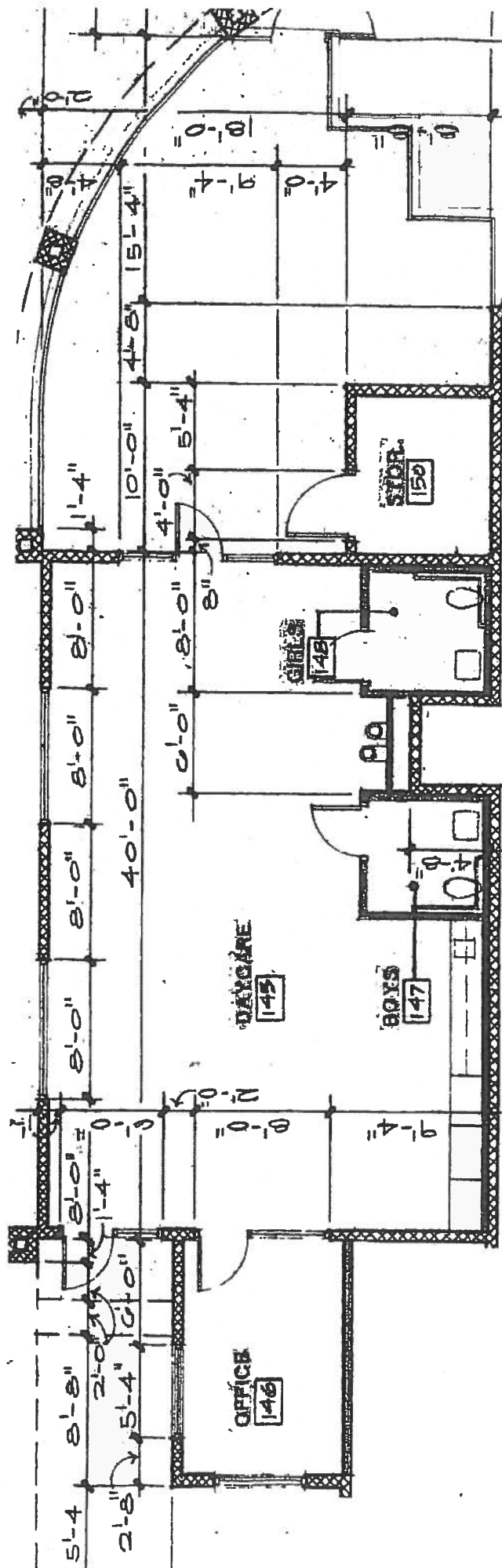


Roxanne Diaz, City Attorney

EXHIBIT "A"

DESCRIPTION/DIAGRAM OF LEASED PREMISES

(Attached.)



Daycare Facility diagram

EXHIBIT "B"

FORM OF MEMORANDUM OF LEASE

(Attached.)

RECORDING REQUESTED BY,
AND WHEN RECORDED MAIL TO:

City of Maywood
4319 W. Slauson Avenue
Maywood, CA 90270
Attn: City Clerk

SPACE ABOVE THIS LINE FOR RECORDER'S USE

The undersigned declare that this Memorandum of Lease is exempt from Recording Fees pursuant to California Government Code Section 27383 and exempt from Documentary Transfer Tax pursuant to California Revenue and Taxation Code Section 11922.

MEMORANDUM OF LEASE

THIS MEMORANDUM OF LEASE (this "Memorandum") is dated as of March 26, 2019, and is entered into by and between BALDWIN PARK UNIFIED SCHOOL DISTRICT ("Tenant"), and the CITY OF MAYWOOD ("Landlord").

RECITALS

A. Tenant and Landlord have entered into that certain Lease dated February 27, 2019 (the "Lease"), pursuant to which Landlord has agreed to lease and demise to Tenant, and Tenant has agreed to lease and accept from Landlord, a portion (the "Premises") of that certain building located in the City of Maywood, County of Los Angeles, State of California, commonly known as 4801 E. 58th Street. The Premises are more particularly described in the Lease.

B. Landlord and Tenant now desire to enter into this Memorandum to comply with applicable law requiring that municipal leases be recorded.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Tenant and City agree as follows:

1. Lease. Landlord hereby leases and demises to Tenant, and Tenant hereby leases and accepts from Landlord, the "Premises" at 4801 E. 58th Street described in the Lease from July 1, 2018, to June 30, 2021 at the rental rates and upon the other terms and conditions set forth in the Lease, which are incorporated herein by this reference.

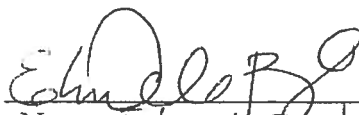
2. Purpose. This Memorandum is prepared for the purposes of recordation only and in no way modifies the terms and conditions of the Lease. In the event any provision of this Memorandum is inconsistent with any term or condition of the Lease, the term or condition of the Lease shall prevail.

3. Counterparts. This Memorandum may be executed in any number of counterparts, each of which, when executed and delivered, shall be deemed to be an original, and all of which, taken together, shall be deemed to be one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have executed this Memorandum of Lease as of the date first written above.

LANDLORD:

CITY OF MAYWOOD

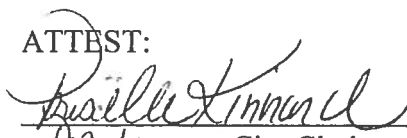
By: 
Print Name: Eduardo De La Riva
Title: Mayor

TENANT:

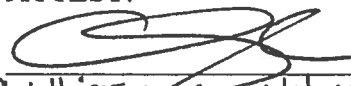
BALDWIN PARK UNIFIED SCHOOL DISTRICT

By: 
Print Name: Dr. Froilan N. Mendoza
Title: Superintendent

ATTEST:


Deputy, City Clerk

ATTEST:


Cynthia Espinoza, Notary Public

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

County of Los Angeles)

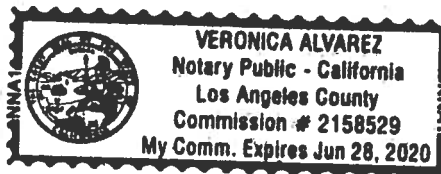
On April 23, 2019, before me, Veronica Alvarez, Notary
(insert name and title of the officer)

Notary Public, personally appeared Eduardo DELA RIVA,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are
subscribed to the within instrument and acknowledged to me that he/she/they executed the same
in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument
the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that
the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Veronica Alvarez (Seal)



A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of Los Angeles)

On April 23, 2019, before me, Veronica Alvarez, Notary,
(insert name and title of the officer)

Notary Public, personally appeared Priscilla K. Kinnard,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are
subscribed to the within instrument and acknowledged to me that he/she/they executed the same
in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument
the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that
the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature

Veronica Alvarez

(Seal)



A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of Los Angeles)

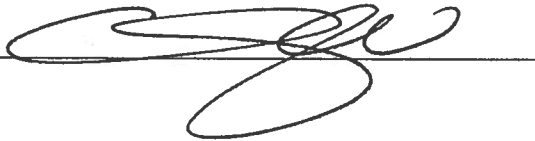
On April 8, 2019, before me, Cynthia Espinoza, Notary,
(insert name and title of the officer)

Notary Public, personally appeared DR. Froilan N. Mendoza,
who proved to me on the basis of satisfactory evidence to be the person~~(s)~~ whose name~~(s)~~~~(s)~~ are
subscribed to the within instrument and acknowledged to me that ~~he~~/she/they executed the same
in ~~his~~/her/their authorized capacity~~(ies)~~, and that by ~~his~~/her/their signature~~(s)~~ on the instrument
the person~~(s)~~, or the entity upon behalf of which the person~~(s)~~ acted, executed the instrument.

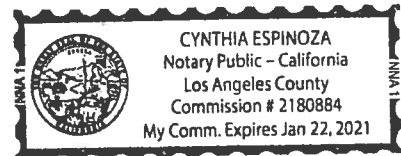
I certify under PENALTY OF PERJURY under the laws of the State of California that
the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature



(Seal)



**NOTICE INVITING SEALED BIDS FOR
INSTALLATION OF THREE (3) BUS SHELTERS
IN THE CITY OF MAYWOOD**

PUBLIC NOTICE IS HEREBY GIVEN that sealed bids will be received by the City Clerk in the City Hall of the City of Maywood furnishing all materials, equipment, tools, labor, and incidentals as required for the above stated project in accordance with the specifications and drawings on file at the Building and Planning Department of the City of Maywood.

SCOPE OF WORK

The work to be performed or executed under these specifications consists of furnishing all materials, equipment, tools, labor, and incidentals as required by the contract documents for performing the work as follows:

This project consists primarily of the installation of three (3) bus shelters including the purchase of the shelter and bench, all the installation labor, surveying and fuel, traffic control, insurance and mark-up. The installation will be at Maywood Avenue, Loma Vista Avenue and Mayflower Avenue. One existing bus shelter (at Mayflower Avenue) needs to be removed and disposed of.

LICENSE REQUIREMENT

At the time of contract award, the Contractor shall possess a Class A or a D-34(c) Contractor's License. No bid will be accepted from a Contractor who has not been licensed in accordance with the Provisions of Chapter 9, Division III, of the Business and Professions Code of the State of California at the time the bid is submitted.

BID OPENING

Bids shall be prepared on the approved proposal forms in conformance with the Instructions to Bidders. Bids shall be submitted in sealed envelopes marked on the outside, **"SEALED BID FOR THE INSTALLATION OF THREE (3) BUS SHELTERS IN THE CITY OF MAYWOOD, - DO NOT OPEN WITH REGULAR MAIL,"** and shall be mailed or delivered during the business hours of 8:30 a.m. to 4:00 p.m. Monday through Friday, except holidays, and be received at THE CITY CLERK **at or before 2:00 o'clock P.M., on the 18th day of April, 2019** at which time all bids received will be publicly opened, examined, and declared by the CITY CLERK, or his Deputy, in the Council Chambers, Maywood City Hall, 4319 East Slauson Ave, Maywood, CA 90270. Each bid must be accompanied by a certified or cashier's check or bidder's bond payable to the order of the CITY OF MAYWOOD or cash for an amount not less than ten percent (10%) of the bid price submitted, and the check, bond, or cash deposit of the successful bidder shall be forfeited to the CITY OF MAYWOOD if such bidder fails to enter into the contract to perform the work within eight (8) days after written Notice of Award.

All bidders and members of the public are hereby invited to be present at and to hear and observe the opening, examination and declaring of bids.

More information may be obtained by visiting the City of Maywood website at

<http://www.cityofmaywood.com>

PRE-BID MEETING

A pre-bid meeting is scheduled for April 3, 2019 at 10:00 a.m. at City Hall, Maywood, CA. This meeting is to present the project scope to prospective bidders and to answer any questions regarding the project plans and specifications.

ATTENDANCE IS NOT MANDATORY

BID REVIEW

The City of Maywood reserves the right, after opening bids, to reject any or all bids, or to make award to the lowest responsible responsive bidder and reject all other bids; to waive any informality in the bidding; to accept any bid or portion thereof; and to take all bids under advisement for a period of **ten (10) days**. Bids will be compared on the basis of Total Bid Price. Nothing in this section shall relieve the Contractor of his obligations relative to starting work as required elsewhere in these specifications.

TIME LIMIT AND NOTICE TO PROCEED

Following Notice to Proceed, the Contractor shall have **30 (Thirty) Working Days** to complete the work. The Contractor will not be allowed to start work prior to the date in the Notice to Proceed and not until he has returned the executed contract and has submitted contract bonds and liability insurance acceptable to the City of Maywood as required in the Specifications.

PLANS AND SPECIFICATIONS

Plans are not available for this project. Staff will verify with the chosen contractor the exact location of these shelters.

Specification are that the work includes the purchase of the three (3) new bus shelters 12' x 4' Tolar Signature Empire Angled Flat Roof Transit Shelter (29125-XX), Sunset Series extrusion, bronze monolithic polycarbonate roof panels, 3/8" clear tempered glass at the rear and 2/3 end walls, adjustable leveling shoes, spun escutcheon covers, durable baked powder coat finish color selected from the standard RAL color options, all installation hardware-no illumination or equal. It also includes the purchase of three (3) new 6' aluminum Palace Benches with 2 V-Bars, side support castings, and powder coat finish or equal. The Shelters must be acceptable to the Los Angeles County Metropolitan Transportation Administration (MTA or Metro).

WAGE RATES AND LABOR CODE REQUIREMENTS

The Contractor and all Subcontractors shall be required to adhere to the general prevailing rate of per diem wages as determined and published by the State Director of the Department of Industrial Relations, pursuant to Part 7, Chapter 1, Article 2, Sections 1770, 1773 and 1773.2 of the California Labor Code. Copies of these rates and the latest revisions thereto are to be posted at the job site and will be on file in the City Clerk's office of the City of Maywood and are also available for review at Department of Industrial Relations, web page:

<http://www.dir.ca.gov/OPRL/PWD/index.htm>

Attention is directed to the provisions of Sections 1774, 1775, 1776, 1777.5 and 1777.6 of the State Labor Code. Sections 1774 and 1775 require the Contractor and all Subcontractors to pay not less than the prevailing wage rates to all workmen employed in the execution of the contract and specify forfeitures and penalties for failure to do so. The minimum wages to be paid are those determined by the State Director of the Department of Industrial Relations. Section 1776 requires the Contractor and all Subcontractors to keep accurate payroll records, specifies the contents thereof, their inspection and duplication procedures, and certain notices required of the Contractor pertaining to their location.

REGISTRATION WITH THE DEPARTMENT OF INDUSTRIAL RELATIONS

The Contractor's attention is directed to Labor Code Section 1725.5, which provides that a contractor or subcontractor shall not be qualified to bid on, be listed in a Bid proposal, subject to the requirements of Public Contract Code Section 4104, or engage in the performance of any contract that is subject to Labor Code Section 1720 et seq., unless currently registered and qualified to perform public work pursuant to Labor Code Section 1725.5.

By: _____

A handwritten signature in black ink, appearing to read 'David Mango', written over a horizontal line.

David Mango
Director of Building and Planning
City of Maywood



ITEM No. 10

AGENDA REPORT

CITY OF MAYWOOD

DATE: FEBRUARY 27, 2019

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: DON WAGNER, INTERIM CITY ADMINISTRATOR

BY: DAN GARCIA, CITY ENGINEER

SUBJECT: CONSIDER APPROVAL OF A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAYWOOD CALIFORNIA FOR FY 2019-20 BUDGETED REVENUE AND EXPENSES FOR THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017 – LOCAL STREETS AND ROADS ROAD MAINTENANCE AND REHABILITATION ACCOUNT, SENATE BILL 1

RECOMMENDATION

Staff recommends that the City Council approve the attached resolution for FY 2019-20 budgeted revenue and expenses from the Road Repair and Accountability Act of 2017 - Local Streets and Roads Road Maintenance and Rehabilitation Account, Senate Bill 1. Entitled:

RESOLUTION NO. 6016

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAYWOOD, CALIFORNIA, AUTHORIZING THE ADOPTION OF THE FY 2019-20 BUDGETED REVENUES AND EXPENSES FOR THE ROAD MAINTENANCE AND REHABILITATION ACCOUNT

FISCAL IMPACT

There is no current fiscal impact associated with this action this fiscal year. In fiscal year 2019/20 the City is expected to receive \$495,799 from the entitled Act.

BACKGROUND

The City of Maywood must adopt a budget each fiscal year appropriating revenues and expenditures of Road Maintenance and Rehabilitation Account (RMRA) funds in accordance with the Road Repair and Accountability Act of 2017. And the City must submit a list of projects corresponding to the adopted budget to the California Transportation Commission (CTC) prior to receiving funds.

DISCUSSION

The City received \$159,444 in revenue from RMRA in 2018 as the first installment (FY2017/18). As such that allocation for fiscal year 2017-18 was for a partial year. The second full year of revenue for fiscal year 2018-19 was \$465,235.00. The use of RMRA funds includes but is not limited to: Road Maintenance and Rehabilitation; Safety Projects; Traffic Control Devices; and, satisfies match requirements to obtain State and Federal funds (e.g. Grants). This combined allotment (first and second year's) was used to grind and overlay Slauson Avenue from Atlantic Boulevard to the east City Border as part of the FY 18/19 Pavement Rehabilitation Project.

The Citywide fiscal year 2017-18/19 Budgeted Revenue and Expenses approved by City Council August 23, 2017 appropriated funds from Gas Tax and Measure A for road maintenance and repair. RMRA Budgeted Revenue and Expenses were not included in that budget because the guidelines pertaining to these funds were still under preparation from the CTC.

As part of staff's planning tool, the prioritization of road maintenance is based on Pavement Condition Index (PCI). The City Council approved a Pavement Management Report listing PCI for city streets at its December 13, 2017 meeting. The report identifies the dollars of road maintenance needs between 2017 and 2022. Because of available funding the repair strategy in the 2017 report is based on deferred maintenance backlog until 2022.

Staff recommends a strategy for the next year that allocates the majority of the Road Maintenance and Repair funds to remove and replace poor pavement and/or place a thin asphalt section at select locations; allocate a portion of the funds that can be used for matching State and Federal funds for a larger project in ensuing years; and, allocate funds to update the Pavement Management Report and PCI inventory. The allocation of funds for fiscal year 2019-2020 road maintenance program will be used for both the FY 19/20 Slurry Seal Project and the FY 19/20 Pavement Rehabilitation Project.

ATTACHMENT

Attachment No. 1 - Resolution

RESOLUTION NO. 6016

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAYWOOD,
CALIFORNIA, ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2019-20
BUDGETED REVENUES AND EXPENSES FUNDED BY SB1: THE ROAD
MAINTENANCE AND REHABILITATION ACT OF 2017**

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of our City are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City must adopt by resolution a list of projects proposed to receive fiscal year funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City, will receive an estimated \$495,799 in RMRA funding in Fiscal Year 2019-20 from SB 1; and

WHEREAS, this is the third year in which the City is receiving SB 1 funding and will enable the City to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

WHEREAS, the City used a Pavement Management System to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the communities priorities for transportation investment; and

WHEREAS, the 2018 California Statewide Local Streets and Roads Needs Assessment found that the City streets and roads are in good condition and this revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into a excellent condition; and

WHEREAS, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide.

NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND by the City Council of the City of Maywood, State of California, as follows:

1. The foregoing recitals are true and correct.
2. The following list of proposed projects will be funded in-part or solely with fiscal year 2019-20 Road Maintenance and Rehabilitation Account revenues:

The FY 2019/20 Slurry Seal Project is estimated to have a useful life of five (5) years and is anticipated to start in Summer 2019 and end in be completed in the Fall of 2019. The FY 2019/20 Pavement Rehabilitation Project is estimated to have a useful life of twenty (20) years and is anticipated to start in Fall of 2019 and be completed before the end of 2019:

CITY OF MAYWOOD PAVEMENT REHABILITATION PROJECT FY 2019/2020 ON VARIOUS STREETS			
STREET NAME	BEGINNING	END	TREATMENT
57TH ST	LOMA VISTA AVE	GIFFORD AVE	THIN AC OVERLAY (1.5 INCHES)
58TH ST	MAYWOOD AVE	EVERETT AVE	THIN AC OVERLAY (1.5 INCHES)
ALAMO AVE	RANDOLPH ST	SLAUSON AVE	THICK AC OVERLAY (2.5 INCHES)
ATLANTIC BLVD-NB	RANDOLPH ST	61ST ST	THIN AC OVERLAY (1.5 INCHES)
ATLANTIC BLVD-NB	61ST ST	60TH ST	THIN AC OVERLAY (1.5 INCHES)
ATLANTIC BLVD-NB	200' N/O SLAUSON AVE	55TH ST	THIN AC OVERLAY (1.5 INCHES)
ATLANTIC BLVD-NB	60TH ST	196' S/O SLAUSON AVE	THIN AC OVERLAY (1.5 INCHES)
ATLANTIC BLVD-NB	55TH ST	52ND DR	THIN AC OVERLAY (1.5 INCHES)
ATLANTIC BLVD-SB	RANDOLPH ST	61ST ST	THIN AC OVERLAY (1.5 INCHES)
ATLANTIC BLVD-SB	61ST ST	60TH ST	THIN AC OVERLAY (1.5 INCHES)
ATLANTIC BLVD-SB	60TH ST	196' S/O SLAUSON AVE	THIN AC OVERLAY (1.5 INCHES)
ATLANTIC BLVD-SB	200' N/O SLAUSON AVE	55TH ST	THIN AC OVERLAY (1.5 INCHES)
ATLANTIC BLVD-SB	55TH ST	52ND DR	THIN AC OVERLAY (1.5 INCHES)
FRUITLAND AVE	WESTERLY CITY LIMIT	EASTERLY CITY LIMIT	THIN AC OVERLAY (1.5 INCHES)
PALM AVE	RANDOLPH ST	61ST ST	THIN AC OVERLAY (1.5 INCHES)
RANDOLPH ST	CLARKSON AVE	ATLANTIC BLVD	THIN AC OVERLAY (1.5 INCHES)
RANDOLPH ST	353' W/O PINE AVE	CLARKSON AVE	THIN AC OVERLAY (1.5 INCHES)
SLAUSON AVE-EB	EVERETT AVE	213' W/O LOMA VISTA AVE	THIN AC OVERLAY (1.5 INCHES)
SLAUSON AVE-EB	LOMA VISTA AVE	CARMELITA AVE	THIN AC OVERLAY (1.5 INCHES)
SLAUSON AVE-EB	CARMELITA AVE	CORONA AVE	THIN AC OVERLAY (1.5 INCHES)
SLAUSON AVE-EB	CORONA AVE	GIFFORD AVE	THIN AC OVERLAY (1.5 INCHES)
SLAUSON AVE-EB	MAYWOOD AVE	EVERETT AVE	THIN AC OVERLAY (1.5 INCHES)
SLAUSON AVE-EB	GIFFORD AVE	FISHBURN AVE	THIN AC OVERLAY (1.5 INCHES)
SLAUSON AVE-EB	FISHBURN AVE	PINE AVE	THIN AC OVERLAY (1.5 INCHES)
SLAUSON AVE-EB	PINE AVE	210' W/O ATLANTIC BLVD	THIN AC OVERLAY (1.5 INCHES)
SLAUSON AVE-WB	CARMELITA AVE	CORONA AVE	THIN AC OVERLAY (1.5 INCHES)
SLAUSON AVE-WB	GIFFORD AVE	FISHBURN AVE	THIN AC OVERLAY (1.5 INCHES)
SLAUSON AVE-WB	MAYWOOD AVE	EVERETT AVE	THIN AC OVERLAY (1.5 INCHES)
SLAUSON AVE-WB	EVERETT AVE	LOMA VISTA AVE	THIN AC OVERLAY (1.5 INCHES)

SLAUSON AVE-WB	234' E/O LOMA VISTA AVE	CARMELITA AVE	THIN AC OVERLAY (1.5 INCHES)
SLAUSON AVE-WB	CORONA AVE	GIFFORD AVE	THIN AC OVERLAY (1.5 INCHES)
SLAUSON AVE-WB	PINE AVE	210' W/O ATLANTIC BLVD	THIN AC OVERLAY (1.5 INCHES)
SLAUSON AVE-WB	DOWNEY RD	MAYWOOD AVE	THIN AC OVERLAY (1.5 INCHES)
SLAUSON AVE-WB	FISHBURN AVE	PINE AVE	THIN AC OVERLAY (1.5 INCHES)
SLAUSON AVE-EB	ALAMO AVE	BRIDGE	THICK AC OVERLAY (2.5 INCHES)
SLAUSON AVE-WB	ALAMO AVE	BRIDGE	THIN AC OVERLAY (1.5 INCHES)

CITY OF MAYWOOD SLURRY SEAL PROJECT FY 2019/2020 ON VARIOUS STREETS			
STREET NAME	BEGINNING	END	TREATMENT
52ND PL	ATLANTIC BLVD	MAYFLOWER AVE	CRACK SEAL & SLURRY SEAL
52ND PL	MAYFLOWER AVE	HELIOTROPE AVE	CRACK SEAL & SLURRY SEAL
52ND ST	LOMA VISTA AVE	ATLANTIC BLVD	CRACK SEAL & SLURRY SEAL
53RD ST	ATLANTIC BLVD	MAYFLOWER AVE	CRACK SEAL & SLURRY SEAL
55TH ST	ATLANTIC BLVD	KING AVE	CRACK SEAL & SLURRY SEAL
56TH ST	ATLANTIC BLVD	HELIOTROPE AVE	CRACK SEAL & SLURRY SEAL
57TH ST	ATLANTIC BLVD	KING AVE	CRACK SEAL & SLURRY SEAL
58TH ST	EVERETT AVE	LOMA VISTA AVE	CRACK SEAL & SLURRY SEAL
58TH ST	PINE AVE	ATLANTIC BLVD	CRACK SEAL & SLURRY SEAL
58TH ST	PINE AVE	ATLANTIC BLVD	CRACK SEAL & SLURRY SEAL
60TH ST	ATLANTIC BLVD	HELIOTROPE CIR	CRACK SEAL & SLURRY SEAL
EVERETT AVE	SOUTHERLY CITY LIMIT	SLAUSON AVE	CRACK SEAL & SLURRY SEAL
EVERETT AVE	SLAUSON AVE	58TH ST	CRACK SEAL & SLURRY SEAL
HELIOTROPE CIR	MAYFLOWER AVE	60TH ST	CRACK SEAL & SLURRY SEAL
PINE AVE	SLAUSON AVE	58TH ST	CRACK SEAL & SLURRY SEAL
RANDOLPH ST	ATLANTIC BLVD	WOODWARD AVE	CRACK SEAL & SLURRY SEAL
WALKER AVE	RANDOLPH ST	60TH ST	CRACK SEAL & SLURRY SEAL

3. The following previously proposed and adopted projects may utilize fiscal year 2019-20 Road Maintenance and Rehabilitation Account revenues in their delivery. With the relisting of these projects in the adopted fiscal year resolution, the City/County is reaffirming to the public and the State our intent to fund these projects with Road Maintenance and Rehabilitation Account revenues:

The following FY 2018/19 Pavement Rehabilitation Project was completed in February 2019. This project used the initial year's (FY 17/18) SB1 funds of \$159,444 and the second year's (FY 18/19) allotment of \$465,235. The estimated useful life is twenty (20) years or until 2039:

CITY OF MAYWOOD PAVEMENT REHABILITATION PROJECT FY 2018/2019 ON VARIOUS STREETS			
STREET NAME	BEGINNING	END	TREATMENT
53RD ST	LOMA VISTA AVE	PINE AVE	THICK AC OVERLAY (2.5 INCHES)
57TH ST	GIFFORD AVE	ATLANTIC BLVD	THICK AC OVERLAY (2.5 INCHES)
59TH PL	KING AVE	HELIOTROPE AVE	THIN AC OVERLAY (1.5 INCHES)
60TH ST	ALAMO AVE	WALKER AVE	THIN AC OVERLAY (1.5 INCHES)
ALAMO AVE	SLAUSON AVE	52ND PL	THIN AC OVERLAY (1.5 INCHES)
CORONA AVE	52ND ST	SLAUSON AVE	THIN AC OVERLAY (1.5 INCHES)
FISHBURN AVE	SLAUSON AVE	SOUTHERLY CITY LIMIT	THICK AC OVERLAY (2.5 INCHES)
FISHBURN AVE	56TH ST	57TH ST	THIN AC OVERLAY (1.5 INCHES)
SLAUSON AVE EB	KING AVE	150' W/O MAYFLOWER AVE	THIN AC OVERLAY (1.5 INCHES)
SLAUSON AVE EB	MAYFLOWER AVE	HELIOTROPE AVE	THIN AC OVERLAY (1.5 INCHES)
SLAUSON AVE EB	HELIOTROPE AVE	WOODLAWN AVE	THIN AC OVERLAY (1.5 INCHES)
SLAUSON AVE WB	195' E/O ATLANTIC BLVD	KING AVE	THIN AC OVERLAY (1.5 INCHES)
SLAUSON AVE WB	195' E/O ATLANTIC BLVD	KING AVE	THIN AC OVERLAY (1.5 INCHES)
SLAUSON AVE WB	172' E/O MAYFLOWER AVE	HELIOTROPE AVE	THIN AC OVERLAY (1.5 INCHES)
SLAUSON AVE WB	HELIOTROPE AVE	WOODLAWN AVE	THIN AC OVERLAY (1.5 INCHES)
SLAUSON AVE WB	WOODLAWN AVE	ALAMO AVE	THIN AC OVERLAY (1.5 INCHES)
WALKER AVE	60TH ST	END OF CDS	THIN AC OVERLAY (1.5 INCHES)

PASSED, APPROVED AND ADOPTED this 27th day of February 2019.



Eduardo De La Riva, Mayor

ATTEST:

APPROVED AS TO FORM:



Gerardo Mayagoitia, City Clerk



Roxanne Diaz, City Attorney



ITEM No. 11

**AGENDA
REPORT**
CITY OF MAYWOOD

DATE: FEBRUARY 27, 2019
TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL
BY: DONALD J. WAGNER, INTERIM CITY ADMINISTRATOR
DAN GARCIA, CITY ENGINEER
SUBJECT: DIRECT STAFF TO FILE A NOTICE OF COMPLETION FOR THE
PAVEMENT REHABILITATION PROJECT FY 2018-19.

RECOMMENDATION

That the City Council accept the completed project and direct staff to file a Notice of Completion for the Pavement Rehabilitation Project FY 2018-19.

FISCAL IMPACT

This action has no fiscal impact.

BACKGROUND

On May 23, 2018, the City Council awarded a contract to Palp, Inc. dba Excel Paving in an amount not-to-exceed \$1,070,972 for the Pavement Rehabilitation Project FY 2018-19. The project involved resurfacing and repairs of various City streets which consisted of construction of asphalt concrete overlays; localized street reconstruction; cold milling of asphalt concrete; the removal and reconstruction of damaged concrete improvements including curb, gutter, sidewalk, curb ramps, cross gutter, and spandrels on the streets to be resurfaced; adjusting of utility manholes and valve frame and covers; replacement of traffic signal loop detectors; installation of permanent traffic striping; removal of existing rubber speed humps; and installation of asphalt concrete speed humps.

The Project was completed on January 30, 2019 to the satisfaction of the City Engineer. The Project was inspected and it meets all standards and requirements within the Project Specifications. There were a total of three change orders which resulted in a net credit of \$6,599.42 and a final construction cost of \$1,064,372.58. It is requested that the City

Los Angeles County Clerk-Recorder for the Project. 30 days after such filing and there are no claims from subcontractors, the 5% retention payment can then be released to Excel Paving.

ATTACHMENT

Attachment No. 1 - NOC for Pavement Rehabilitation Project FY 2018-19

**RECORDING REQUESTED BY
CITY OF MAYWOOD**

ATTACHMENT NO. 1

WHEN RECORDED MAIL TO:

**City of Maywood
4319 East Slauson Avenue
Attn: David Mango, Director of Building and Planning**

**Official Business Document Entitled
To Free Recording Per Government Code
Sections 6103 and 27383**

SPACE ABOVE THIS LINE FOR RECORDER'S USE

NOTICE OF COMPLETION

NOTICE PURSUANT TO CIVIL CODE SECTION 3093, MUST BE FILED WITHIN 10 DAYS AFTER COMPLETION

Notice is hereby given that:

1. The undersigned is owner of or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
2. The full name of the owner is CITY OF MAYWOOD.
3. The full address of the owner is 4319 East Slauson Avenue, Maywood, California 90270.
4. The nature of the interest or estate is: In fee.
5. The work of improvements(s) on the property hereinafter described was completed on January 30, 2019. The work done was the Pavement Rehabilitation Project FY 2018-19.
6. The name of Contractor for such work improvement was Palp, Inc dba Excel Paving.
7. The property on which said work of improvement was completed is in the City of Maywood, County of Los Angeles, State of California, and is described as follows: The project includes resurfacing and repairs of various City streets.

DATED: February 27, 2019

CITY OF MAYWOOD

**Donald Wagner
Interim City Administrator**

VERIFICATION

I, the undersigned, say, I am the Chief Administrative Officer of the City, the declarant of the foregoing notice of completion: I have read said notice of completion and know the contents thereof; the same is true of my knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on February 27, 2019, at Maywood, California

Donald Wagner

ITEM No. 12**AGENDA REPORT**
CITY OF MAYWOOD

DATE: FEBRUARY 27, 2019

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: DON WAGNER, INTERIM CITY ADMINISTRATOR

BY:  DAVID MANGO, DIRECTOR OF BUILDING AND PLANNING

SUBJECT: AUTHORIZE THE TEMPORARY USE OF MAYWOOD RIVERFRONT PARK BY THE LOS ANGELES COUNTY BICYCLE COALITION FOR THE LOS ANGELES RIVER RIDE ON JUNE 9TH, 2019

RECOMMENDATION

Staff recommends that the City Council authorize the temporary (1 day) use of the Maywood Riverfront Park for a rest stop along the Los Angeles River Ride course on June 9th, 2019.

FISCAL IMPACT

There is no fiscal impact with this action.

BACKGROUND

The Los Angeles County Bicycle Coalition ("LACBC") will be sponsoring the 19th annual Los Angeles River Ride on June 9th, 2019. This all-day event starts in Griffith Park in Los Angeles to Long Beach Harbor and back. Proposed as a public benefit, no rent will be paid to the City. Riders will be entering the park to use portable restrooms; obtain water, snacks and the services of a bicycle mechanic; all provided by the LACBC. It is expected that between 400-500 riders will use the facility.

The Los Angeles County Bicycle Coalition (LACBC) is a membership-based nonprofit organization that works to make all communities in L.A. County healthy, safe, and fun places to ride a bike through advocacy, education, and outreach. Founded in 1998 by bicycle advocates Joe Linton and Ron Milam, LACBC brings together the diverse bicycling community in a united mission to improve the bicycling environment and quality of life for the entire region.

Despite Los Angeles' reputation as a car-centric region, LACBC has emerged as one of the most innovative and wide-reaching bicycle advocacy nonprofits in the country. LACBC has played a major role in the growing cycling movement here in L.A. with a vision to improve the built environment in Los Angeles, so that all cyclists—low-income, commuter, recreational, families, and women—can safely navigate L.A. County streets. Through the help of a strong volunteer network, LACBC accomplishes this vision in its campaigns to increase bicycle infrastructure throughout the 88 cities in the county.

The Los Angeles County Bicycle Coalition builds a better, more bike-able Los Angeles by bringing diverse communities together to improve the bicycling environment and quality of life for the whole county.