



**CITY COUNCIL/SUCCESSOR AGENCY/
FINANCING/POWER/
CALIFORNIA CHOICE ENERGY AUTHORITY
REGULAR MEETING
AGENDA**

Tuesday

February 26, 2019

Regular Meeting – **5:00 p.m.**

Council Chambers – Lancaster City Hall

The City Clerk/Agency/Authority Secretary hereby declares the agenda was posted
by 5:00 p.m. on Friday, February 22, 2019
at the entrance to the Lancaster City Hall Council Chambers.
44933 Fern Avenue, Lancaster, CA 93534

LEGISLATIVE BODY

City Council/Successor Agency/Financing/Power/ California Choice Energy Authority

Mayor/Chair R. Rex Parris

Vice Mayor/Vice Chair Marvin Crist

Council Member/Agency Director/Authority Member Raj Malhi

Council Member/Agency Director/Authority Member Ken Mann

Council Member/Agency Director/Authority Member Angela Underwood-Jacobs

**CITY OF LANCASTER, CALIFORNIA
CITY COUNCIL/SUCCESSOR AGENCY/FINANCING/POWER/
CALIFORNIA CHOICE ENERGY AUTHORITY
REGULAR MEETING AGENDA
TUESDAY, FEBRUARY 26, 2019**

AGENDA ITEMS TO BE REMOVED

Sometimes it is necessary to remove items from the agenda. We apologize for any inconvenience this may cause you.

PUBLIC BUSINESS FROM THE FLOOR - AGENDIZED ITEMS

Any person who would like to address the Legislative Bodies on any agendized item is requested to complete a speaker card for the City Clerk/Agency/Authority Secretary and identify the agenda item you would like to discuss. Each person will be given an opportunity to address the Legislative Body at the time such item is discussed. Speaker cards are available at the rear of the Council Chambers and your speaker card must be filled out *prior* to the agenda item being called. We respectfully request that you fill the cards out completely and print as clearly as possible. Following this procedure will allow for a smooth and timely process for the meeting and we appreciate your cooperation. *Individual speakers are limited to three (3) minutes each.*

Consent Calendar items under the Legislative Body may be acted upon with one motion, a second and the vote. If you desire to speak on an item or items on the Consent Calendar, you may fill out one speaker card for the Consent Calendar. You will be given three minutes to address your concerns before the Legislative Body takes action on the Consent Calendar.

CALL TO ORDER

City Council/Successor Agency/Financing/Power/ California Choice Energy Authority

ROLL CALL

City Council Members /Agency Directors /Authority Members: Malhi, Mann, Underwood-Jacobs; Vice Mayor/Vice Chair Crist, Mayor/Chair Parris

INVOCATION

PLEDGE OF ALLEGIANCE

**CITY OF LANCASTER, CALIFORNIA
CITY COUNCIL/SUCCESSOR AGENCY/FINANCING/POWER/
CALIFORNIA CHOICE ENERGY AUTHORITY
REGULAR MEETING AGENDA
TUESDAY, FEBRUARY 26, 2019**

PRESENTATION

1. Justice Sunday Recognitions
Presenter: Mayor Parris

COUNCIL ACTIONS

MINUTES

M 1. Approve the City Council/Successor Agency/Financing/ Power/ California Choice Energy Authority Regular Meeting Minutes of February 12, 2019.

CONSENT CALENDAR

CC 1. Waive further reading of any proposed ordinances. (This permits reading the title only in lieu of reciting the entire text.)

CC 2. Approve the Check and Wire Registers for January 27, 2019 through February 9, 2019 in the amount of \$1,866,323.19. Approve the Check Registers as presented.

At each regular City Council Meeting, the City Council is presented with check and ACH/wire registers listing the financial claims (invoices) against the City for purchase of materials, supplies, services, and capital projects issued the prior three to four weeks. This process provides the City Council the opportunity to review the expenditures of the City. Claims are paid via checks, Automated Clearing House (ACH) payments, or federal wires. The justifying backup information for each expenditure is available in the Finance Department.

CC 3. Accept and approve the January 2019, Monthly Report of Investments as submitted.

Each month, the Finance Department prepares a report listing the investments for all separate entities under the jurisdiction of the City as identified in the City's Comprehensive Annual Financial Report.

CC 4. Accept **Public Works Construction Project No. 18-003**, Cole Middle School and Tierra Bonita Pedestrian Improvement Project, State Project No. SR2SL-5419(037), by R.C Becker and Son, Inc., of Santa Clarita, California. Retention on this project shall be disbursed in accordance with California Public Contract Code.

This project provided a solution to locations where there are gaps in pedestrian and bicycling improvements to provide safer corridors to school. Improvements include bulb-outs, curb ramps, sidewalks, storm drainage improvements, pavement rehabilitation, utility improvements, pedestrian refuge island, LED enhanced signs, bike lanes, and signing, striping and markings all targeted to provide safer vehicular and pedestrian travel.

**CITY OF LANCASTER, CALIFORNIA
CITY COUNCIL/SUCCESSOR AGENCY/FINANCING/POWER/
CALIFORNIA CHOICE ENERGY AUTHORITY
REGULAR MEETING AGENDA
TUESDAY, FEBRUARY 26, 2019**

CC 5. Adopt the Tax Sharing Resolution for proposed Annexation No. 14-431 into Los Angeles County Sanitation District No. 14.

The property owners within Annexation No. 14-431 are requesting sewer service for their properties. Before sewer service can be provided, the properties must first be annexed into Los Angeles County Sanitation District No. 14. Additionally, before annexations may be approved, the agencies already providing services to the sites must negotiate reallocation of the ad valorem taxes for the property being annexed. This tax sharing resolution will provide Los Angeles County Sanitation District No. 14 with property tax revenues from the properties proposed for annexation into the District.

CC 6. Adopt **Ordinance No. 1055**, amending section 11.08.130 of the Lancaster Municipal Code, establishing the fine and penalty amount for violations of Chapter 11.08 relating to rent stabilization in mobilehome parks.

The purpose of Ordinance 1055 is to provide a more efficient procedure for the City's enforcement of its mobilehome park rent control laws. The proposed ordinance will, in addition to the already-existing authority for civil and criminal remedies, add authority for the City to issue administrative citations and penalties for violations of Chapter 11.08.

NEW BUSINESS

CCEA NB 1. Professional Services Agreement for Implementation Support Services

Recommendations:

- a. Approve Professional Services Agreement for Implementation Support Services with the cities of Baldwin Park, Commerce, Hanford, Palmdale, Pomona, and Santa Paula; and authorize the Executive Director, or his designee, to sign all documents, subject to City Attorney approval and contingent on the respective city execution of the agreement.
- b. Recognize revenue of \$160,000 for each agreement executed into account 491-3601-100 and appropriate a total of \$160,000 to account 491-4250-301 for professional services for each agreement executed.

California Choice Energy Authority ("CalChoice") was engaged by the cities of Baldwin Park, Commerce, Hanford, Palmdale, Pomona and Santa Paula to perform technical studies and prepare Implementation Plans for proposed Community Choice Aggregation ("CCA") programs for their communities. The work was completed and the Implementation Plans were filed with the California Public Utilities Commission ("CPUC") by December 31, 2018 for certification. CPUC certification is expected by mid-March 2019, which would authorize the cities to launch CCA programs in 2020. The next step in the process is for the cities to consider engaging CalChoice in providing implementation support services.

**CITY OF LANCASTER, CALIFORNIA
CITY COUNCIL/SUCCESSOR AGENCY/FINANCING/POWER/
CALIFORNIA CHOICE ENERGY AUTHORITY
REGULAR MEETING AGENDA
TUESDAY, FEBRUARY 26, 2019**

PUBLIC HEARING

- PH 1.** Amendment to Title 9 of the Lancaster Municipal Code Relating to Human Trafficking and Other Unlawful Activities and Conditions at Motels and Hotels

Recommendation:

Introduce **Ordinance No. 1056**, amending Title 9 (Public Peace, Morals and Welfare) of the Lancaster Municipal Code by adding Chapter 9.50 (Human Trafficking and Nuisance Motels), relating to human trafficking and other unlawful nuisance activity and conditions at motels and hotels.

In 2018, the Mayor and City Council directed staff to prepare an ordinance to address the unlawful use of motels in the City for purposes of human trafficking, particularly sex trafficking of minors. The Ordinance is the result of numerous discussions between City staff, the Criminal Justice Commission, and members of the LASD anti-human trafficking bureau. It expressly declares that it is an unlawful public nuisance for any responsible person, as defined in the Ordinance, to directly or indirectly maintain or permit the use of a motel or hotel for the purpose of human trafficking, sex trafficking, and several other unlawful activities. It states that any motel or hotel at which such a public nuisance occurs is deemed a nuisance motel, subject to abatement.

COUNCIL AGENDA

- CA 1.** Discussion and possible adoption of the Code of Conduct and Ethics for Appointed Officials to the City's Commissions and Boards
Presenter: Mayor Parris

COUNCIL REPORTS

- CR 1.** Report on the Activities of the Board of Directors for the Antelope Valley Transit Authority
- CR 2.** Council Reports

**CITY OF LANCASTER, CALIFORNIA
CITY COUNCIL/SUCCESSOR AGENCY/FINANCING/POWER/
CALIFORNIA CHOICE ENERGY AUTHORITY
REGULAR MEETING AGENDA
TUESDAY, FEBRUARY 26, 2019**

LANCASTER HOUSING AUTHORITY

No action required at this time.

LANCASTER FINANCING AUTHORITY

No action required at this time.

LANCASTER POWER AUTHORITY

No action required at this time.

LANCASTER SUCCESSOR AGENCY

No action required at this time.

CITY MANAGER / EXECUTIVE DIRECTOR ANNOUNCEMENTS

CITY CLERK / AGENCY / AUTHORITY SECRETARY ANNOUNCEMENT

PUBLIC BUSINESS FROM THE FLOOR - NON-AGENDIZED ITEMS

This portion of the agenda allows an individual the opportunity to address the Legislative Bodies on any item ***NOT ON THE AGENDA*** regarding City/Agency/Authority business and speaker cards must be submitted ***prior*** to the beginning of this portion of the Agenda. Please complete a speaker card for the City Clerk/Agency/Authority Secretary and identify the subject you would like to address. We respectfully request that you fill the cards out completely and print as clearly as possible. Following this procedure will allow for a smooth and timely process for the meeting and we appreciate your cooperation. State law prohibits the Legislative Body from taking action on items not on the agenda and your matter may be referred to the City Manager/Executive Director. ***Individual speakers are limited to three (3) minutes each.***

COUNCIL / AGENCY / AUTHORITY COMMENTS

**CITY OF LANCASTER, CALIFORNIA
CITY COUNCIL/SUCCESSOR AGENCY/FINANCING/POWER/
CALIFORNIA CHOICE ENERGY AUTHORITY
REGULAR MEETING AGENDA
TUESDAY, FEBRUARY 26, 2019**

CLOSED SESSION

1. Conference with Legal Counsel - Anticipated Litigation: significant exposure to litigation pursuant to Government Code Section 54956.9(d) (2) - two potential cases.
2. Conference with Legal Counsel - Anticipated Litigation: consideration of initiation of litigation pursuant to Government Code Section 54956.9(d) (4) - two potential cases.
3. Conference with Legal Counsel - Existing Litigation - Government Code Section 54956.9(d) (1)
4. Adams v. Thomas, LASC Case No MC027683
5. Simmons v. City of Lancaster, LASC Case No. BC 615471
6. Bootleggers 2 v. City of Lancaster, LASC Case No. BS169660
7. Byrd v. City of Lancaster, LASC Case No. MC 026025
8. Smith v. Lancaster, LASC Case No. MC 027485
9. Parker v. Lancaster, LASC MC 027827
10. Kappler v. Lancaster, LASC 18STCVO4990
11. Better Neighborhoods v. Lancaster, LASC BS175020
12. Antelope Valley Groundwater Cases
Included Actions:
Los Angeles County Waterworks District No. 40 v. Diamond Farming Co.
Superior Court of California, County of Los Angeles, Case No. BC325201;
Los Angeles County Waterworks District No. 40 v. Diamond Farming Co.
Superior Court of California, County of Kern, Case No. S-1500-CV-254-348
Wm. Bolthouse Farms, Inc. v. City of Lancaster, Diamond Farming Co. v. City of Lancaster,
Diamond Farming Co. v. Palmdale Water District
Superior Court of California County of Riverside, consolidated actions;
Case Nos. RIC 353 840, RIC 344 436, RIC 344 668

ADJOURNMENT

Next Regular Meeting:

Tuesday, March 12, 2019 - 5:00 p.m.

**CITY OF LANCASTER, CALIFORNIA
CITY COUNCIL/SUCCESSOR AGENCY/FINANCING/POWER/
CALIFORNIA CHOICE ENERGY AUTHORITY
REGULAR MEETING AGENDA
TUESDAY, FEBRUARY 26, 2019**

MEETING ASSISTANCE INFORMATION

In compliance with the Americans with Disabilities Act, this meeting will be held at a location accessible to persons with disabilities; if you need special assistance to participate in this meeting, please contact the City Clerk at (661)723-6020. Services such as American Sign Language interpreters, a reader during the meeting, and/or large print copies of the agenda are available. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting/event you wish to attend. Due to difficulties in securing sign language interpreters, five or more business days notice is strongly recommended. For additional information, please contact the City Clerk at (661)723-6020.

AGENDA ADDENDUM INFORMATION

On occasion items may be added after the agenda has been mailed to subscribers. Copies of the agenda addendum item will be available at the City Clerk Department and are posted with the agenda on the windows of the City Council Chambers. For more information, please call the City Clerk Department at (661) 723-6020.

All documents available for public review are on file with the City Clerk Department.

M 1
02/26/19
JC

**LANCASTER
CITY COUNCIL/SUCCESSOR AGENCY/
FINANCING/POWER/
CALIFORNIA CHOICE ENERGY AUTHORITY
MINUTES
February 12, 2019**

CALL TO ORDER

Mayor/Chair Parris called the meeting of the Lancaster City Council/Successor Agency/Financing/ Power/California Choice Energy Authority to order at 5:02 p.m.

ROLL CALL

PRESENT: City Council Members /Agency Directors /Authority Members: Malhi, Underwood-Jacobs; Vice Mayor/Vice Chair Crist; Mayor/Chair Parris

EXCUSED: Council Member/Agency Director/Authority Member Mann

On a motion by Vice Mayor Crist and seconded by Council Member Malhi, the City Council/Successor Agency/Financing/Power/California Choice Energy Authority excused Council Member/Agency Director/Authority Member Mann from the meeting, by the following vote: 4-0-0-1; AYES: Malhi, Underwood-Jacobs, Crist; Parris; NOES: None; ABSTAIN: None; ABSENT: Mann

STAFF MEMBERS:

City Manager/Executive Director; Assistant City Manager/Deputy Executive Director; City Attorney/Agency/Authority Counsel; City Clerk/Agency/Authority Secretary; Assistant to the City Manager, Administrative and Community Services Director; Assistant Parks, Recreation and Arts Director; Development Services Director; Finance Director; Housing Director; Chief of Police/Public Safety Director

INVOCATION

Pastor Jerry Ferrso, Lancaster Baptist Church

PLEDGE OF ALLEGIANCE

Council Member Underwood-Jacobs

LANCASTER CITY COUNCIL/ SUCCESSOR AGENCY/
FINANCING/POWER/CALIFORNIA CHOICE ENERGY AUTHORITY
MINUTES

February 12, 2019

PRESENTATIONS

1. Recognition of Employees Years of Service
Presenters: Mayor Parris and City Manager Jason Caudle

2. Presentation by Donita Winn regarding a Regional Robotics Competition being held April 3-6, 2019

M 1. MINUTES

On a motion by Vice Mayor Crist and seconded by Council Member Malhi, the City Council/Successor Agency/Financing/Power/California Choice Energy Authority approved the City Council/Successor Agency/Financing/Power/California Choice Energy Authority Regular Meeting Minutes of January 22, 2019, by the following vote: 4-0-0-1; AYES: Malhi, Underwood-Jacobs, Crist; Parris; NOES: None; ABSTAIN: None; ABSENT: Mann

CITY COUNCIL CONSENT CALENDAR

On a motion by Vice Mayor Crist and seconded by Council Member Underwood-Jacobs, the City Council approved the Consent Calendar, by the following vote: 4-0-0-1; AYES: Malhi, Underwood-Jacobs, Crist; Parris; NOES: None; ABSTAIN: None; ABSENT: Mann

CCEA CC 1.

- a. Approved First Amended and Restated Bylaws of the California Choice Energy Authority; and authorized the Executive Director, or his designee, to execute all necessary documents.

- b. Adopted **Resolution No. CCEA 03-19**, a resolution of the California Choice Energy Authority, adopting a Conflict of Interest and Disclosure Code.

CC 1. ORDINANCE WAIVER

Waived further reading of any proposed ordinances. (This permits reading the title only in lieu of reciting the entire text.)

CC 2. CHECK REGISTERS

Approved the Check Registers for January 6, 2019 through January 26, 2019 in the amount of \$6,207,563.25. Approved the Check Registers as presented.

CC 3. ORDINANCE NO. 1054

Adopted **Ordinance No. 1054**, amending the City zoning plan for approximately 15 acres of land located at 43511 70th Street East (APN: 3386-007-035), known as Zone Change No. 18-03, from RR-2.5 (Rural Residential, minimum lot size 2.5 acres) to LI (Light Industrial).

LANCASTER CITY COUNCIL/ SUCCESSOR AGENCY/
FINANCING/POWER/CALIFORNIA CHOICE ENERGY AUTHORITY
MINUTES

February 12, 2019

CC 4. RESOLUTION NO. 19-05

Adopted **Resolution No. 19-05**, approving the application for grant funds from the Los Angeles County Regional Park and Open Space District.

CC 5. RFP NO. 697-18 – STREET SWEEPING SERVICES

- a. Awarded a one-year contract, with an option of five (5), one-year extensions to CleanStreet, Inc., for **RFP No. 697-18** – Street Sweeping Services, and authorize the City Manager, or his designee, to sign all documents.
- b. Appropriated \$49,400.00 from Fund Balance Account No. 203-2900-000 to Expenditure Account No. 203-4752-450, and \$1,450.00 from Fund Balance Account No. 484-2900-000 to Expenditure Account No. 484-4752-450. The annual cost of the contract is \$537,847.44.

CC 6. TRACT MAP NO. 60885-01

Approved the map and accepted the dedications as offered on the map for Tract Map No. 60885-01; made findings that this project will not violate any of the provisions of Sections 66473.5, 66474.1, and 66474.6 of the Subdivision Map Act; and instructed the City Clerk to endorse on the face of the map the certificate, which embodies the approval of said map and the dedications shown thereon.

CC 7. TRACT MAP NO. 61734

Approved the map and accepted the dedications as offered on the map for Tract Map No. 61734; made findings that this project will not violate any of the provisions of Sections 66473.5, 66474.1, and 66474.6 of the Subdivision Map Act; and instructed the City Clerk to endorse on the face of the map the certificate, which embodies the approval of said map and the dedications shown thereon.

NB 1. AMENDMENT TO SECTION 11.08.130 OF THE LANCASTER MUNICIPAL CODE RELATING TO RENT STABILIZATION IN MOBILEHOME PARKS IN THE CITY

The City Attorney presented the Staff Report for this item.

Addressing the City Council on this item:

Michael Rives – discussed his history with rent control and suggested adding committees to handle issues tenants may have in mobile home parks as opposed to the City Council handling issues.

Discussion among the City Council and staff included discussion of examples of what types of offenses apply, how the fines will be imposed and how this ordinance came about.

On a motion by Vice Mayor Crist and seconded by Council Member Underwood-Jacobs, the City Council introduced **Ordinance No. 1055**, amending section 11.08.130 of the Lancaster Municipal Code, establishing the fine and penalty amount for violations of Chapter 11.08 relating to rent stabilization in mobilehome parks, by the following vote: 4-0-0-1; AYES: Malhi, Underwood-Jacobs, Crist; Parris; NOES: None; ABSTAIN: None; ABSENT: Mann

LANCASTER CITY COUNCIL/ SUCCESSOR AGENCY/
FINANCING/POWER/CALIFORNIA CHOICE ENERGY AUTHORITY
MINUTES

February 12, 2019

NB 2. RFQ 704-18, HYBRID LAW ENFORCEMENT MODEL CONSULTANT AND APPROPRIATE GENERAL FUNDS TO PUBLIC SAFETY BUDGET

The City Manager and Chief of Police/Public Safety Director presented the Staff Report for this item and the individuals for Hillard Heintze provided their history in this line of work.

Discussion among the City Council and staff included discussion of the purpose behind the Hybrid Law Enforcement Model. The individuals who will be part of this police force will be members of the Association for Los Angeles Deputy Sheriffs (ALADS). Vice Mayor Crist stated this is not being put in place due to unhappiness with Los Angeles County Sheriff Department (LASD), this will augment the current contract. Mayor Parris discussed the goals of the model which are to redefine how the City of Lancaster is policed, work with LASD and expedite ideas. Discussion took place regarding the time frame for creating the model and clarification regarding Section 8 policies and enforcement related to Section 8 in the City.

Addressing the City Council on this item:

Michael Rives – requested the City Council postpone the item until the Assistant Sheriff can speak before the Council; discussed homeowners and renters where he lives.

M. L. Feller – discussed her neighborhood, lawsuits, crime rates, homeless.

David Paul – discussed his enthusiasm and appreciation for the Council making the City safer, his confidence in the consultants and stated this is money well-spent and questioned why the County isn't paying for half.

On a motion by Vice Mayor Crist and seconded by Council Member Malhi, the City Council awarded Request for Qualifications #704-18 and established a Hybrid Law Enforcement Model Consulting & Support Services to Hillard Heintze of Chicago, Illinois, in the amount of \$197,235.00 (plus \$30,000 for authorized reimbursable expenses); and authorized the City Manager, or his designee, to sign all documents, by the following vote: 4-0-0-1; AYES: Malhi, Underwood-Jacobs, Crist; Parris; NOES: None; ABSTAIN: None; ABSENT: Mann

On a motion by Vice Mayor Crist and seconded by Council Member Malhi, the City Council appropriated \$230,000 from general fund to Public Safety expense account number 101-4820-301, by the following vote: 4-0-0-1; AYES: Malhi, Underwood-Jacobs, Crist; Parris; NOES: None; ABSTAIN: None; ABSENT: Mann

LANCASTER CITY COUNCIL/ SUCCESSOR AGENCY/
FINANCING/POWER/CALIFORNIA CHOICE ENERGY AUTHORITY
MINUTES

February 12, 2019

NB 3. TERMS AND CONDITIONS OF EMPLOYMENT FOR REPRESENTED EMPLOYEES OF THE CITY; AND BENEFITS SCHEDULE FOR REGULAR AND PROBATIONARY EMPLOYEES OF THE CITY

It was the consensus of the City Council to waive the Staff Report for this item.

On a motion by Vice Mayor Crist and seconded by Council Member Underwood-Jacobs, the City Council adopted Resolution 19-06, approving the Memorandum of Understanding (MOU) between the City and Teamsters Local 911 and authorized the City Manager to execute the MOU, by the following vote: 4-0-0-1; AYES: Malhi, Underwood-Jacobs, Crist; PARRIS; NOES: None; ABSTAIN: None; ABSENT: Mann

On a motion by Vice Mayor Crist and seconded by Council Member Underwood-Jacobs, the City Council adopted Resolution 19-07, approving the Memorandum of Understanding between the City and Lancaster Code Enforcement Association (LCEA) and authorized the City Manager to execute the MOU, by the following vote: 4-0-0-1; AYES: Malhi, Underwood-Jacobs, Crist; PARRIS; NOES: None; ABSTAIN: None; ABSENT: Mann

On a motion by Vice Mayor Crist and seconded by Council Member Underwood-Jacobs, the City Council adopted Resolution 19-08, amending Resolution 14-64, establishing a benefits schedule for regular and probationary employees of the City, by the following vote: 4-0-0-1; AYES: Malhi, Underwood-Jacobs, Crist; PARRIS; NOES: None; ABSTAIN: None; ABSENT: Mann

CA 1. DISCUSSION AND POSSIBLE ADOPTION OF THE CODE OF CONDUCT AND ETHICS FOR APPOINTED OFFICIALS TO THE CITY'S COMMISSIONS AND BOARDS

Planning Commission Chair Vose provided the background regarding this item and stated the Chairs from the City's various Commissions worked together to create the proposed document.

Mayor Parris requested the members of the City Council review the document and provide feedback and the item will be brought back at the next meeting for a vote.

LANCASTER CITY COUNCIL/ SUCCESSOR AGENCY/
FINANCING/POWER/CALIFORNIA CHOICE ENERGY AUTHORITY
MINUTES

February 12, 2019

CA 2. DISCUSSION AND POSSIBLE NOMINATION/APPOINTMENT OF VICE MAYOR CRIST TO THE LOS ANGELES COUNTY SANITATION DISTRICT NO. 14 BOARD AS THE ALTERNATE; AND RECONFIRM THE COUNCIL PROCEDURE REGARDING ALTERNATES' PARTICIPATION IN GOVERNING BOARDS OF VARIOUS ENTITIES OF WHICH THE CITY IS A MEMBER SO THAT EACH CITY COUNCIL MEMBER, EXCLUDING THE MAYOR, SHALL SERVE AS AN ALTERNATE TO EACH SUCH ENTITY'S BOARD OF DIRECTOR'S AND SHALL PARTICIPATE AT SUCH ENTITY'S MEETINGS AT THE REQUEST OF THE DESIGNATED COUNCIL MEMBER OR, IN THE EVENT OF THE INCAPACITY OF SUCH COUNCIL MEMBER, AT THE REQUEST OF THE MAYOR.

On a motion by Mayor Parris and seconded by Council Member Underwood-Jacobs, the City Council approved the appointment of Vice Mayor Crist to the Los Angeles County Sanitation District No. 14 Board as the alternate; and reconfirmed the Council procedure regarding alternates' participation in governing boards of various entities of which the City is a member so that each City Council Member, excluding the Mayor, shall serve as an alternate to each such entity's Board of Director's and shall participate at such entity's meetings at the request of the designated Council Member or, in the event of the incapacity of such Council Member, at the request of the Mayor, by the following vote: 4-0-0-1; AYES: Malhi, Underwood-Jacobs, Crist; Parris; NOES: None; ABSTAIN: None; ABSENT: Mann

CR 1. COUNCIL REPORTS

Mayor Parris discussed the law firm representing the Sanitation District, the charges by the law firm and the audit conducted by the law firm. Mayor Parris stated he will be appointing Evelyn Medrano to the Architectural and Design Commission.

Council Member Underwood-Jacobs discussed recent Boys & Girls Club Youth of the Year event and the recent Hearts and Sounds Gala.

LANCASTER HOUSING AUTHORITY

No action required at this time.

LANCASTER FINANCING AUTHORITY

No action required at this time.

LANCASTER POWER AUTHORITY

No action required at this time.

LANCASTER SUCCESSOR AGENCY

No action required at this time.

LANCASTER CITY COUNCIL/ SUCCESSOR AGENCY/
FINANCING/POWER/CALIFORNIA CHOICE ENERGY AUTHORITY
MINUTES

February 12, 2019

CITY MANAGER / EXECUTIVE DIRECTOR ANNOUNCEMENTS

The City Manager discussed the recent community meeting held regarding the proposed skate park; a video highlighting the crosswalk mural art project was shown and the City Manager discussed the recent focused pothole project conducted throughout the City.

CITY CLERK / AGENCY / AUTHORITY SECRETARY ANNOUNCEMENT

The City Clerk provided the public with the procedure to address the City Council/Successor Agency/Authority regarding non-agendized item.

PUBLIC BUSINESS FROM THE FLOOR - NON-AGENDIZED ITEMS

Addressing the City Council at this time:

Francesca Keeton – discussed dog waste at El Dorado Park.

COUNCIL / AGENCY / AUTHORITY COMMENTS

Mayor Parris stated the jail will not be coming to Lancaster thanks to Supervisor Barger, stated the Antelope Valley Fairgrounds will be opening as a homeless shelter and Vice Mayor Crist is working to address transportation to this shelter. Mayor Parris requested the Chief of Police/Public Safety Director conduct an analysis regarding Sheriff response times in various areas of the City. Mayor Parris stated he is proud of the accomplishments and the art placed along Lancaster Boulevard and was excited to show this to Kevin de Leon during his recent visit to Lancaster. Mayor Parris also discussed the High Speed Rail Project.

LANCASTER CITY COUNCIL/ SUCCESSOR AGENCY/
FINANCING/POWER/CALIFORNIA CHOICE ENERGY AUTHORITY
MINUTES

February 12, 2019

RECESS

Mayor Parris recessed the meeting at 6:20 p.m. for the purpose of conducting a Closed Session meeting regarding the following matters:

CLOSED SESSION

1. Conference with Legal Counsel - Anticipated Litigation: significant exposure to litigation pursuant to Government Code Section 54956.9(d) (2) - two potential cases.
2. Conference with Legal Counsel - Anticipated Litigation: consideration of initiation of litigation pursuant to Government Code Section 54956.9(d) (4) - two potential cases.
3. Conference with Legal Counsel - Existing Litigation - Government Code Section 54956.9(d) (1)
4. Adams v. Thomas, LASC Case No MC027683
5. Simmons v. City of Lancaster, LASC Case No. BC 615471
6. Bootleggers 2 v. City of Lancaster, LASC Case No. BS169660
7. Byrd v. City of Lancaster, LASC Case No. MC 026025
8. Smith v. Lancaster, LASC Case No. MC 027485
9. Parker v. Lancaster, LASC MC 027827
10. Kappler v. Lancaster, LASC 18STCVO4990
11. Better Neighborhoods v. Lancaster, LASC BS175020
12. Antelope Valley Groundwater Cases
Included Actions:
Los Angeles County Waterworks District No. 40 v. Diamond Farming Co.
Superior Court of California, County of Los Angeles, Case No. BC325201;
Los Angeles County Waterworks District No. 40 v. Diamond Farming Co.
Superior Court of California, County of Kern, Case No. S-1500-CV-254-348
Wm. Bolthouse Farms, Inc. v. City of Lancaster, Diamond Farming Co. v. City of Lancaster, Diamond Farming Co. v. Palmdale Water District
Superior Court of California County of Riverside, consolidated actions;
Case Nos. RIC 353 840, RIC 344 436, RIC 344 668

RECONVENE

Mayor Parris reconvened the meeting at 6:43 p.m.

LANCASTER CITY COUNCIL/ SUCCESSOR AGENCY/
FINANCING/POWER/CALIFORNIA CHOICE ENERGY AUTHORITY
MINUTES

February 12, 2019

CITY ATTORNEY ANNOUNCEMENT

The City Attorney announced the City Council met in Closed Session and discussed Item No.'s 1 and 7; Mayor Parris recused himself from Item No. 7. The City Council gave direction to legal counsel and staff; no reportable action.

ADJOURNMENT

Mayor Parris adjourned the meeting at 6:44 p.m. and stated the next City Council/Successor Agency/Financing/Power/California Choice Energy Authority meeting will be held on Tuesday, February 26, 2019 at 5:00 p.m.

PASSED, APPROVED and ADOPTED this 26th day of February, 2019, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

BRITT AVRIT, MMC
CITY CLERK
AGENCY/AUTHORITY SECRETARY

R. REX PARRIS
MAYOR/CHAIRMAN

LANCASTER CITY COUNCIL/ SUCCESSOR AGENCY/
FINANCING/POWER/CALIFORNIA CHOICE ENERGY AUTHORITY
MINUTES

February 12, 2019

STATE OF CALIFORNIA }
COUNTY OF LOS ANGELES }ss
CITY OF LANCASTER }

CERTIFICATION OF MINUTES
CITY COUNCIL/SUCCESSOR AGENCY/FINANCING/HOUSING/POWER/CALIFORNIA
CHOICE ENERGY AUTHORITY

I, _____, _____ of the City of Lancaster, CA, do hereby certify that this is a true and correct copy of the original City Council/Successor Agency/Financing/Housing/Power/California Choice Energy Authority Minutes, for which the original is on file in my office.

WITNESS MY HAND AND THE SEAL OF THE CITY OF LANCASTER, CA on this _____ day of _____, _____.

(seal)

STAFF REPORT
City of Lancaster

Date: February 26, 2019
To: Mayor Parris and City Council Members
From: Pam Statsmann, Finance Director
Subject: **Check Registers – January 27, 2019 through February 09, 2019**

CC 2
02/26/19
JC

Recommendation:

Approve the Check Registers as presented.

Fiscal Impact:

\$1,866,323.19 as detailed in the Check Registers.

Background:

At each regular City Council Meeting, the City Council is presented with check and ACH/wire registers listing the financial claims (invoices) against the City for purchase of materials, supplies, services, and capital projects issued the prior three to four weeks. This process provides the City Council the opportunity to review the expenditures of the City. Claims are paid via checks, Automated Clearing House (ACH) payments, or federal wires. The justifying backup information for each expenditure is available in the Finance Department.

Check Nos.:	7401569-7401818	\$ 1,838,929.04
ACH/Wire Check Nos.:	101010260-101010263	<u>\$ 27,394.15</u>
		\$ 1,866,323.19
Voided Check No.:	7401632	
Voided ACH/Wire No.:	N/A	

PS:sp

Attachments:

Check Register
ACH/Wire Register

City of Lancaster Check Register



From Check No.: 101010260 - To Check No.: 101010263

From Check Date: 01/27/19 - To Check Date: 02/09/19

Printed: 2/11/2019 12:15

Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
101010260	00370	CITY OF LANCASTER/PETTY CASH	PETTY CASH EXPENSE	206.85	101 4220251	46.96
					101 4220256	10.00
					101 4220256	20.00
					101 4220256	25.00
					101 4220259	23.53
					101 4300251	8.47
					101 4300251	42.89
					101 4761202	30.00
				<u>206.85</u>		<u>206.85</u>
101010261	00370	CITY OF LANCASTER/PETTY CASH	PETTY CASH DRAW	707.00	101 1020000	707.00
101010262	04867	CITY OF LANCASTER-PARKS	PETTY CASH-TOURNAMENT	13,500.00	101 1020004	13,500.00
101010263	C9785	THE BANK OF NEW YORK MELLON	HUD SECTION 108 DEBT SRVC PMTS	12,980.30	361 4541908	495.00
					361 4541908	5,485.10
					361 4541908	7,000.20
				<u>12,980.30</u>		<u>12,980.30</u>
Chk Count	<u>4</u>			Check Report Total	<u>27,394.15</u>	

City of Lancaster Check Register



From Check No.: 7401569 - To Check No.: 7401818

From Check Date: 01/27/19 - To Check Date: 02/09/19

Printed: 2/11/2019 12:18

Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
7401569	C9854	A V S W C A	IRWMP COST-SHARING-COL001	47,769.00	480 4700301	47,769.00
7401570	C9004	ALLEN, NICOLE	NA-MLGE-SACRAMENTO-01/06-08/19	90.52	101 4220256	90.52
7401571	08754	CA MUNICIPAL COMPLNCE CNSLTNTS	01/19-PS-CONSULTING SVCS	20,000.00	101 4820301	20,000.00
7401572	D1872	CA WATER ENVIRONMENTAL ASSN	RW-MEMBERSHIP RENEWAL	87.00	480 4755206	87.00
7401573	D1872	CA WATER ENVIRONMENTAL ASSN	MA-MEMBERSHIP RENEWAL	92.00	101 4220311	92.00
7401574	D1872	CA WATER ENVIRONMENTAL ASSN	RF-MEMBERSHIP RENEWAL	92.00	101 4220311	92.00
7401575	D1872	CA WATER ENVIRONMENTAL ASSN	TH-MEMBERSHIP RENEWAL	188.00	101 4220311	188.00
7401576	D0775	CAUDLE, JASON	JC-PR DM-RNCH MRGE-01/15-16/19	96.00	491 4250201	96.00
7401577	D0315	FREGOSO, PHYLLIS	02/19-STANDARD RETAINER	8,300.00	101 4600301	8,300.00
7401578	09294	GUALTEROS, CARLOS H	RFND-ADMIN CITATION	100.00	101 3310400	100.00
7401579	D0803	HOLLADAY, TAMMIE	TH-MILGE-PLM SPRGS-01/08-11/18	83.98	101 4220256	83.98
7401580	1215	L A CO WATERWORKS	11/14/18-01/17/19 WATER SVC	11,560.90	101 4631654 101 4633654 101 4651654 101 4800403 203 4636654 203 4752654 306 4542684 482 4636654	8,246.77 768.94 231.11 137.25 1,092.66 234.04 0.23 849.90
				11,560.90		11,560.90
7401581	D2287	LANCASTER CODE ENFRMNT ASSN	UNION DUES-PP 2-2019	300.00	101 2171000	300.00
7401582	A7221	P E R S LONG TERM CARE PROGRAM	LONG TERM CARE PREM-PP 02-2019	1,185.76	101 2170200	1,185.76
7401583	08986	PEARCEY, STACI	SP-MILGE-PLM SPRGS-01/08-11/18	83.98	101 4220256	83.98
7401584	09297	QH HS ASSOC STUDENT BODY	MBC-PERFORMANCE-12/08/18	300.00	101 4649565	300.00
7401585	09298	QHHS ASSOC STUDENT BODY	MBC-PERFORMANCE-12/08/18	300.00	101 4649565	300.00
7401586	A7705	RANGER, WALTER	RFND-ADMIN CITATION	100.00	101 3310400	100.00
7401587	03154	SO CA EDISON	12/14/18-01/24/19 ELECTRIC SVC	653.61	203 4636652 321 15ST026924 482 4636652	100.43 31.45 375.65

City of Lancaster Check Register



From Check No.: 7401569 - To Check No.: 7401818

From Check Date: 01/27/19 - To Check Date: 02/09/19

Printed: 2/11/2019 12:18

Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
					483 4785652	31.37
					483 4785660	114.71
				653.61		653.61
7401588	1907	SO CA GAS COMPANY	12/18/18-01/23/19 GAS SVC	14,645.06	101 4631655	5,184.00
					101 4632655	1,776.53
					101 4633655	6,169.80
					101 4634655	535.51
					101 4635655	979.22
				14,645.06		14,645.06
7401589	08915	SWAN ENTERTAINMENT	BAL-SUPER DIAMOND-02/02/19	2,580.00	101 4650318	2,580.00
7401590	A1393	TEAMSTERS LOCAL 911	01/19 UNION DUES	3,135.00	101 2157000	3,135.00
7401591	C9385	U S POSTAL SERVICE	MAIL METER POSTAGE-#38903247	10,000.00	101 4600211	10,000.00
7401592	07169	VIVINT SOLAR DEVELOPER LLC	RFND-SOLAR PERMIT-PMT18-05819	44.11	101 3201104	44.11
7401593	C6406	WELLS, KATHY	KW-PR DM-SAN JOSE-02/06-08/19	185.00	490 4250201	185.00
7401594	751	A V BOARD OF TRADE	RECEPTION-CONGRESSMN S. KNIGHT	100.00	101 4100202	100.00
7401595	06576	A V CHEVROLET	SENSOR-EQ3832	70.84	203 4752207	70.84
7401596	03854	A V JANITORIAL SUPPLY	EPL-TOILET PAPER	94.17	101 4631406	94.17
7401597	C7125	ABELL, SUZANN	01/19-YOGA INSTRUCTOR	324.00	101 4643308	324.00
			01/19-TAI CHI INSTRUCTOR	252.00	101 4643308	252.00
				576.00		576.00
7401598	09296	AC TODAY	MTNC YD-ELECTRICAL REPAIR	370.00	203 4752402	370.00
			MTNC YD-LEAK REPAIR	380.00	203 4752402	380.00
				750.00		750.00
7401599	05445	ADELMAN BROADCASTING, INC	BLCK PARTY-11/18 ADVERTISING	240.00	101 4649559	240.00
			BLCK PARTY-11/18 ADVERTISING	780.00	101 4649559	780.00
			PS/MBC-12/18 ADVERTISING	600.00	101 4649565	360.00
					101 4800205	240.00
			PS/MBC-12/18 ADVERTISING	570.00	101 4649565	330.00
					101 4800205	240.00
				2,190.00		2,190.00
7401600	08894	ADHERENCE COMPLIANCE INC	MEDICAL CANNABIS SUPPORT SVCS	9,625.00	101 4230301	9,625.00
7401601	07741	AGRI-TURF DISTRIBUTING LLC	LMS-FIELD APP/SODIUM CONTROL	878.53	101 4632404	878.53
7401602	D3517	AMERICASPRINTER.COM	PAC-ENVELOPES(1000)	125.51	101 4650205	125.51
7401603	04760	AMERINAT	12/18-MONTHLY SERVICE FEE	536.55	306 4542301	536.55
7401604	04190	AMERIPRIDE SERVICES	UNIFORM CLEANINGS	53.28	101 4753209	53.28

City of Lancaster Check Register



From Check No.: 7401569 - To Check No.: 7401818

From Check Date: 01/27/19 - To Check Date: 02/09/19

Printed: 2/11/2019 12:18

Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
7401605	05251	AMTECH ELEVATOR SERVICES	01/19-ELEVATOR SERVICE	1,018.50	101 4632301	254.63
					101 4633301	254.62
					101 4650301	509.25
			02/19-ELEVATOR SERVICE	1,018.50	101 4632301	254.63
					101 4633301	254.62
					101 4650301	509.25
				<u>2,037.00</u>		<u>2,037.00</u>
7401606	08130	ARTAROUND STUDIO	01/19-SCULPTING INSTRUCTION	126.00	101 4643308	126.00
7401607	04151	AXES FIRE INC	LUC/BGC-FIRE EXTINGUISHERS(6)	662.67	101 4633403	662.67
7401608	D3411	BAEZA, ORLANDO	01/19-ANIMATION INSTRUCTOR	825.00	101 4643308	825.00
7401609	01580	BASS, LYNNETTE	01/19-JRP PLAY BRGADE INSTRCTR	1,170.00	101 4643308	1,170.00
			01/19-JRP PRESCHOOL INSTRUCTOR	2,778.75	101 4643308	2,778.75
			01/19-MOMMY/DADDY/ME INSTRUCTR	292.50	101 4643308	292.50
				<u>4,241.25</u>		<u>4,241.25</u>
7401610	08127	BECKETT PLUMBING	LUC-PLUMBING REPAIR	965.00	101 4633402	965.00
7401611	05412	CARTRAC	12/18-SHOPPING CART RETRIEVAL	2,490.00	203 4752402	2,490.00
7401612	07733	CHAMBERS, CYNTHIA A	01/19-KEYBOARD INSTRUCTOR	126.00	101 4643308	126.00
			01/19-UKULELE INSTRUCTOR	126.00	101 4643308	126.00
				<u>252.00</u>		<u>252.00</u>
7401613	D0631	CLASSIC TOUCH UPHOLSTERY	LMS-FIELD PAD REPAIRS	575.65	101 4632403	575.65
7401614	03450	COSTCO	PS-SPECIAL EVENT SUPPLIES	184.18	101 4800251	184.18
7401615	09295	DAVIS, KARIZMA	RFND-YOUTH BASKETBALL RGSTRN	62.00	101 2182001	62.00
7401616	00414	DESERT LOCK COMPANY	EPL-ADA DOORS	12,830.12	227 11ZZ004924	12,830.12
			MOAH CEDAR-DOOR REPAIRS	154.13	101 4651402	154.13
				<u>12,984.25</u>		<u>12,984.25</u>
7401617	05473	DEWEY PEST CONTROL	MTNC YD-01/19-PEST CONTROL	137.00	203 4752301	137.00
			PAC-01/19-PEST CONTROL	50.00	101 4650301	50.00
			CDR ST-01/19-PEST CONTROL	90.00	101 4651301	90.00
			LUC-01/19-PEST CONTROL	75.00	101 4633301	75.00
			LBP-01/19-PEST CONTROL	95.00	101 4636301	95.00
				<u>447.00</u>		<u>447.00</u>
7401618	07159	DIAZ, BRANDON	01/19-TENNIS INSTRUCTOR	28.00	101 4643308	28.00
			01/19-TENNIS INSTRUCTOR	28.00	101 4643308	28.00
			01/19-TENNIS INSTRUCTOR	28.00	101 4643308	28.00
			01/19-TENNIS INSTRUCTOR	189.00	101 4643308	189.00
			01/19-TENNIS INSTRUCTOR	252.00	101 4643308	252.00
			01/19-TENNIS INSTRUCTOR	224.00	101 4643308	224.00
				<u>749.00</u>		<u>749.00</u>

City of Lancaster Check Register



From Check No.: 7401569 - To Check No.: 7401818

From Check Date: 01/27/19 - To Check Date: 02/09/19

Printed: 2/11/2019 12:18

Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
7401619	06857	ENTERTAINMENTMAX, INC	CMMSSNS-TEMPTATNS RVW-01/21/19	1,000.00	101 4650308	1,000.00
7401620	09299	EXCALIBUR INT'L COURIERS INC	COURIER SERVICES	1,500.00	101 4653251	1,500.00
7401621	D3240	FASTENAL COMPANY	BOLTS	183.83	203 4752410	183.83
7401622	00617	FEDERAL EXPRESS CORPORATION	EXPRESS MAILING	78.10	101 4783212	78.10
7401623	08308	GET HOOKED CRANE SERVICE INC	PBP-LIGHT REPAIR	342.50	101 4631402	342.50
7401624	03430	GRAINGER	SEAL KIT/HOSE	27.55	203 4752403	27.55
7401625	00822	H W HUNTER, INC	TANK FUEL-EQ4300	603.56	203 4752207	603.56
7401626	06058	HAYNES SALES	MTNC YD-SOAP SDENOIDES REPAIR LABOR-EQ3831	520.28 354.00	203 4752402 203 4752207	520.28 354.00
				<u>874.28</u>		<u>874.28</u>
7401627	819	HERC RENTALS INC	MOAH-SCISSOR LIFT RNTL	1,492.81	101 4653602	1,492.81
7401628	08314	HIGH DESERT MEDICAL GROUP	KD-HEALTH INSURANCE CLAIM	105.90	101 4220301	105.90
7401629	C9535	HILLYARD/LOS ANGELES	CH-CAN LINER/TOWELS	1,375.28	101 4633406	1,375.28
7401630	09192	INKLINE DESIGN	AVWORKLOCAL WEB DEVELOPMENT	1,275.00	101 4305301	1,275.00
7401631	D3842	INNOVATION EDUCATION	01/19-ITALIAN INSTRUCTION 01/19-LEGO ROBOTICS INSTRUCTN	336.00 616.00	101 4643308 101 4643308	336.00 616.00
				<u>952.00</u>		<u>952.00</u>
7401633	09083	INT'L BUSINESS MACHINES CORP	WATSON DATA PLATFORM CONSULTNG WATSON DATA PLATFORM CONSULTNG WATSON DATA PLATFORM CONSULTNG	4,908.69 3,316.69 10,250.00	101 4200302 101 4200302 101 4200302	4,908.69 3,316.69 10,250.00
				<u>18,475.38</u>		<u>18,475.38</u>
7401634	06623	INTERN'L DANCE FITNESS ACADEMY	01/19-BALLET/TAP INSTRUCTION 01/19-BALLET/TAP INSTRUCTION 01/19-HIP HOP INSTRUCTION 01/19-HIP HOP INSTRUCTION	216.00 54.00 176.40 117.60	101 4643308 101 4643308 101 4643308 101 4643308	216.00 54.00 176.40 117.60
				<u>564.00</u>		<u>564.00</u>
7401635	A2594	INTERSTATE BATTERY SYS OF A V	BATTERIES(8)	917.24	101 4633207 101 4647207 203 4752207 203 4752207 480 4755207 484 4752207 484 4755207	119.82 102.68 110.75 110.75 233.60 119.82 119.82
			BATTERY-EQ6813 BATTERY-EQ7503	224.30 127.35	203 4752207 101 4631207	224.30 127.35
				<u>1,268.89</u>		<u>1,268.89</u>

City of Lancaster Check Register



From Check No.: 7401569 - To Check No.: 7401818

From Check Date: 01/27/19 - To Check Date: 02/09/19

Printed: 2/11/2019 12:18

Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
7401636	D4004	J P POOLS	EPL-CHEMICALS	1,192.50	101 4631670	1,192.50
7401637	01419	JOHNSTONE SUPPLY	PAC-HEATER/A/C UNIT	261.14	101 4650403	261.14
			PAC-HEATER/A/C UNIT	(261.14)	101 4650403	(261.14)
			PAC-HEATER	125.53	101 4650403	125.53
			PAC-A/C UNIT	135.60	101 4650403	135.60
				<u>261.13</u>		<u>261.13</u>
7401638	08895	JPW COMMUNICATIONS LLC	WINTER 2018 OUTLOOK DESIGN	14,150.00	101 4305301	14,150.00
7401639	C8411	JULIE SUTTON PHOTOGRAPHY	PHOTOGRAPHY SERVICES	108.41	101 4200205	108.41
7401640	08698	KNOWLEDGE CITY, LLC	ADDTNL TRAINING LICENSES(10)	200.00	101 4220301	200.00
7401641	C8919	KOCUREK, PHILLIP	01/19-PHOTOGRAPHY INSTRUCTOR	315.00	101 4643308	315.00
7401642	1203	LANCASTER PLUMBING SUPPLY	LUC-TOILET KITS(8)	164.25	101 4633403	164.25
7401643	02080	LIBERTY EXPRESS INC	DELIVERY SERVICES	120.00	101 4210262	120.00
7401644	D3290	MAHOWALD, DAA	01/19-CHESS INSTRUCTOR	441.00	101 4643308	441.00
7401645	08106	MARTINEZ, CRISTINA A	01/19-BALLET INSTRUCTOR	504.00	101 4643308	504.00
			01/19-BALLET INSTRUCTOR	543.00	101 4643308	543.00
				<u>1,047.00</u>		<u>1,047.00</u>
7401646	02270	MELDON GLASS	CH-TRIM	54.00	101 4633402	54.00
7401647	09236	MILAM CUSTOM TILE & MARBLE	TRENCHING/UTILITIES INSTLLTN	8,876.30	213 11BS023924	8,876.30
7401648	06673	MILLER, JACK C	01/19-TENNIS INSTRUCTOR	27.00	101 4643308	27.00
			01/19-TENNIS INSTRUCTOR	108.00	101 4643308	108.00
				<u>135.00</u>		<u>135.00</u>
7401649	D3578	MINUTEMAN PRESS	LCE-CALPINE PUSH NOTICES(576)	336.88	490 4250212	336.88
			LCE-CALPINE PUSH NOTICES(362)	199.00	490 4250212	199.00
			LCE-CALPINE PUSH NOTICES(1)	0.91	490 4250212	0.91
			LCE-CALPINE NOTICES 00N2(5000)	535.00	490 4250212	535.00
			LCE-CALPINE PUSH NOTICES(454)	293.28	490 4250212	293.28
			LCE-CALPINE PUSH NOTICES(278)	174.98	490 4250212	174.98
				<u>1,540.05</u>		<u>1,540.05</u>
7401650	08562	NAPA AUTO PARTS	ROD END-EQ3351	19.70	484 4755207	19.70
			CAP SCREWS(3)-EQ3351	1.24	484 4755207	1.24
			BLOWER MOTOR-EQ3763	63.55	203 4752207	63.55
			BLWR MTR RSSTR CNNCTR-EQ3763	37.37	203 4752207	37.37
			FUEL PUMP ASSY-EQ4300	188.33	203 4752207	188.33
			TRAILER JACK-EQ5828	73.28	101 4631207	73.28
			THROTTLE ADAPT-EQ3351	16.65	484 4755207	16.65
			WINDOW SWITCH-EQ5662	60.84	101 4634207	60.84
			LIFTERS-EQ4329	475.81	483 4785207	475.81

City of Lancaster Check Register



From Check No.: 7401569 - To Check No.: 7401818

From Check Date: 01/27/19 - To Check Date: 02/09/19

Printed: 2/11/2019 12:18

Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
				936.77		936.77
7401651	03642	NAT'L BUSINESS FURNITURE	MESH CHAIRS(9)	2,392.17	101 4700291	2,392.17
7401652	03762	OFFICE DEPOT	PLANNERS(9)	406.12	101 4600259	406.12
7401653	05509	P A R S	11/18-REP FEES	4,958.57	101 4220301	4,958.57
7401654	05741	P P G ARCHITECTURAL FINISHES	GRAFFITI REMOVAL SUPPLIES	19.67	203 4752502	19.67
			GRAFFITI REMOVAL SUPPLIES	360.65	203 4752502	360.65
			GRAFFITI REMOVAL SUPPLIES	90.16	203 4752502	90.16
			GRAFFITI REMOVAL SUPPLIES	159.34	203 4752502	159.34
				<u>629.82</u>		<u>629.82</u>
7401655	07249	PATRIOT PLUMBING	OMP-MAINLINE REPAIR	3,200.00	207 4634402	3,200.00
			PBP-DRAIN STOPPAGE REPAIR	245.00	101 4631402	245.00
			CH-SINK REPAIR	110.00	101 4633402	110.00
				<u>3,555.00</u>		<u>3,555.00</u>
7401656	05998	PAVING THE WAY FOUNDATION	CMMNTY SPPRT/GOOD CTZNSHP PRGM	500.00	101 4820301	500.00
			CMMNTY SPPRT/GOOD CTZNSHP PRGM	5,500.00	101 4820301	5,500.00
			CMMNTY SPPRT/GOOD CTZNSHP PRGM	1,986.00	101 4820301	1,986.00
				<u>7,986.00</u>		<u>7,986.00</u>
7401657	08549	PROACTIVE CONSULTING GROUP LLC	NS-ESCRN TEST/NON DOT-01/09/19	75.00	101 4220301	75.00
			TB-ESCRN TEST/NON DOT-01/10/19	75.00	101 4220301	75.00
			RF-DMV DOT PHYSICAL-01/14/19	69.00	101 4220301	69.00
			ZH-ESCREEN TEST-01/09/19	40.00	101 4220301	40.00
			MH-PHYS/ESCRN/TB TSTS-01/03/19	100.00	101 4220255	100.00
				<u>359.00</u>		<u>359.00</u>
7401658	09276	PURE OASIS WATER INC	CASE WATER(1)	7.70	101 4770259	7.70
7401659	05943	ROBERTSON'S	CONCRETE	204.66	203 4752410	204.66
			CONCRETE	122.79	203 4752410	122.79
				<u>327.45</u>		<u>327.45</u>
7401660	09287	ROBINSON, WILLIAM E.	01/19-TAEKWANDO INSTRUCTOR	63.00	101 4643308	63.00
			01/19-TAEKWANDO INSTRUCTOR	138.60	101 4643308	138.60
			01/19-TAEKWANDO INSTRUCTOR	63.00	101 4643308	63.00
			01/19-TAEKWANDO INSTRUCTOR	69.30	101 4643308	69.30
			01/19-TAEKWANDO INSTRUCTOR	126.00	101 4643308	126.00
			01/19-TAEKWANDO INSTRUCTOR	138.60	101 4643308	138.60
				<u>598.50</u>		<u>598.50</u>
7401661	04337	RUIZ, LINDA	01/19-TENNIS INSTRUCTOR	210.00	101 4643308	210.00
			01/19-TENNIS INSTRUCTOR	367.50	101 4643308	367.50
				<u>577.50</u>		<u>577.50</u>
7401662	D3947	S G A CLEANING SERVICES	LMS-ROOF REPAIRS	985.00	101 4632402	985.00
			LMS-ROOF REPAIRS	698.00	101 4632402	698.00
			PAC-DOOR REPAIR	185.00	101 4650402	185.00

City of Lancaster Check Register



From Check No.: 7401569 - To Check No.: 7401818

From Check Date: 01/27/19 - To Check Date: 02/09/19

Printed: 2/11/2019 12:18

Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
			WCP-GRAFFITI REMOVAL	525.00	101 4631402	525.00
			EDP-GRAFFITI REMOVAL	595.00	101 4631402	595.00
			CH-PAINT	865.00	101 4633403	865.00
			PBP-LIGHT POLE REMOVAL	360.00	101 4631402	360.00
				<u>4,213.00</u>		<u>4,213.00</u>
7401663	A8260	SAGE STAFFING	SB-FINANCE STAFF-01/02-04/19	616.13	101 4410308	616.13
			EM/LS-PARKS STAFF-01/07-11/19	2,170.00	101 4600308	2,170.00
			AM-PUBLIC SFTY STFF-01/07-11/19	446.50	101 4820308	446.50
			AT-LCE STAFF-01/07-11/19	951.90	490 4250308	951.90
				<u>4,184.53</u>		<u>4,184.53</u>
7401664	06651	SANTOS BOXING USA	01/19-BOXING INSTRUCTION	154.00	101 4643308	154.00
			01/19-BOXING INSTRUCTION	77.00	101 4643308	77.00
				<u>231.00</u>		<u>231.00</u>
7401665	08126	SECURITY DEFENDERS	NSC-SECURITY SVC-01/11-24/19	1,848.00	101 4635301	1,848.00
7401666	1894	SIGNS & DESIGNS	MC-NAMEPLATE	17.88	101 4600259	17.88
7401667	08538	SILVESTRE, BARBARA	01/19-SEWING INSTRUCTOR	105.00	101 4643308	105.00
7401668	08725	STREAMLINE SYSTEM DESIGN	LMS-SCOREBOARD CONNECTION	785.75	101 4632402	785.75
7401669	07372	THE MODERN TEA ROOM, LLC	CATERING-01/18/19	148.36	101 4200251	148.36
7401670	C5522	THOMSON REUTERS-WEST PMT CENT	12/18-INFORMATION CHARGES	356.59	101 4820301	356.59
7401671	D3442	TREJO, GEORGINA	OMP-DEPOSIT RFND	100.00	101 2182001	100.00
7401672	08783	UNIFIRST CORPORATION	UNIFORM CLEANING	110.49	480 4755209	110.49
			UNIFORM CLEANING	110.49	480 4755209	110.49
				<u>220.98</u>		<u>220.98</u>
7401673	05551	UNITED SITE SRVCS OF CA,SO DIV	FENCE RENTAL-01/03-30/19	19.72	101 4633602	19.72
7401674	09039	VALUTEC CARD SOLUTIONS LLC	CARD PROGRAM	136.93	101 4650251	136.93
			CARD PROGRAM	13.34	101 4650251	13.34
				<u>150.27</u>		<u>150.27</u>
7401675	05834	VENCO WESTERN, INC	01/19-LMD MAINTENANCE	37,320.00	101 4631402	18,750.00
					101 4634402	9,570.00
					101 4635402	9,000.00
				<u>37,320.00</u>		<u>37,320.00</u>
7401676	04496	VULCAN MATERIAL WESTERN DIV	COLD MIX	90.56	203 4752410	90.56
			COLD MIX	102.05	203 4752410	102.05
			COLD MIX	103.59	203 4752410	103.59
			COLD MIX	74.46	203 4752410	74.46
				<u>370.66</u>		<u>370.66</u>
7401677	06209	WAGEWORKS	FSA RENEWAL FEES	80.00	101 2170213	80.00

City of Lancaster Check Register



From Check No.: 7401569 - To Check No.: 7401818

From Check Date: 01/27/19 - To Check Date: 02/09/19

Printed: 2/11/2019 12:18

Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
			01/19-FSA ADMIN FEES	510.94	101 2170213	467.64
					101 2170214	43.30
				590.94		590.94
7401678	31026	WAXIE SANITARY SUPPLY	CH-FLOOR SWEEPER	213.24	101 4633406	213.24
7401679	D0298	WILLDAN FINANCIAL SERVICES	FY18 SB 1029 CDIAC REPORT PREP	1,500.00	991 4240301	1,500.00
7401680	08761	WILLIAMS, ANDREA M	01/19-BALLET/LYRICAL INSTRCTR	96.00	101 4643308	96.00
7401681	D3193	YORK RISK SERVICES GROUP, INC	LIABILITY CLAIMS-01/19-12/19	41,356.43	109 4430300	41,356.43
7401682	07551	YOUNG, DANA L	01/19-PICKLEBALL INSTRUCTOR	54.60	101 4643308	54.60
			01/19-PICKLEBALL INSTRUCTOR	33.00	101 4643308	33.00
			01/19-PICKLEBALL INSTRUCTOR	27.00	101 4643308	27.00
				114.60		114.60
7401683	08893	VIPER ENTERPRISES, INC	REIMB-RAM OF THE WST IMPRVMENTS	134,454.00	232 15ST065924	134,454.00
7401684	06799	BRAUN BLAISING SMITH WYNNE PC	11/18-LCE-LEGAL CONSULTING	53,952.62	101 4100303	525.42
					490 4250303	53,427.20
			12/18-LCE-LEGAL CONSULTING	25,442.95	101 4100303	137.50
					490 4250303	25,305.45
				79,395.57		79,395.57
7401685	D0775	CAUDLE, JASON	JC-PR DM-SAN DIEGO-02/13-15/19	160.00	101 4200201	160.00
7401686	D0775	CAUDLE, JASON	JC-PR DM-SNNYVL/BRKLY-2/5-8/19	176.00	491 4250201	176.00
7401687	06789	CORBETT, JOCELYN	JC-PR DM-ANAHEIM-02/10-13/19	231.00	101 4230201	231.00
7401688	A1573	D F M ASSOCIATES	2019 CA ELECTIONS CODE BOOK	56.84	101 4210206	56.84
7401689	D1698	DOW, CHENIN	CD-PR DM-SUNNYVALE-02/06-07/19	96.00	491 4250201	96.00
7401690	D1698	DOW, CHENIN	CD-PR DM-SAN DIEGO-02/13-15/19	160.00	101 4200201	160.00
7401691	08551	EMPLOYMENT DEVELOPMENT DEPT	EARNINGS WITHHOLDING ORDER	50.00	101 2159000	50.00
7401692	09311	EVANS, XAVIER A	MAYR SCHLRSHIP AWRD RCPNT-01/19	5,000.00	106 4430200	5,000.00
7401693	D0535	FIELD, ROBERT SR	RFND-QAC CERT/LICENSE RENEWAL	60.00	101 4220311	60.00
7401694	02108	FRANCHISE TAX BOARD	W/H ORDER-116946449112902283	11.50	101 2177001	11.50
7401695	C8990	GARIBAY, PATRICIA	PG-PR DM-SN FRNCSCO-2/12-13/19	111.00	101 4220256	111.00
7401696	D1943	KOVACS, EVA	RFND-HEBRW FOR BGNRS RGSTRN	56.00	101 2182001	56.00
7401697	05422	L A CO SHERIFF'S DEPT	CASE #M-1502-CL-20260	39.48	101 2159000	39.48
7401698	1215	L A CO WATERWORKS	11/06/18-01/28/19 WATER SVC	14,765.62	101 4632654	3,083.79

City of Lancaster Check Register



From Check No.: 7401569 - To Check No.: 7401818
 From Check Date: 01/27/19 - To Check Date: 02/09/19

Printed: 2/11/2019 12:18

Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
					101 4633654	104.21
					101 4650654	458.10
					203 4636654	2,240.82
					306 4542684	780.98
					361 4541776	133.10
					482 4636654	7,964.62
				14,765.62		14,765.62
7401699	A9827	LANCASTER MAYORS PRAYER BFAS	LANCASTER MAYOR'S PRAYR BRKFST	320.00	101 4100301	320.00
7401700	05499	PENSKE TRUCK LEASING CO LP	MOAH-VAN RENTAL	463.20	101 4653602	463.20
7401701	C8786	PEREZ, RONDA	RP-PR DM-VANCOUVER-01/24/19	95.25	101 4649225	95.25
7401702	C8786	PEREZ, RONDA	RP-PR DM-SAN DIEGO-02/13-15/19	160.00	101 4200201	160.00
7401703	03154	SO CA EDISON	12/13/18-01/14/19 ELECTRIC SVC	296.25	363 4542770	13.12
					482 4636652	221.49
					484 4755652	61.64
				296.25		296.25
7401704	03154	SO CA EDISON	10/25/18-02/01/19 ELECTRIC SVC	5,339.75	101 4240902	442.84
					101 4634652	4,540.84
					209 12ST032924	66.62
					232 15BW005924	35.43
					482 4636652	140.52
					483 4785660	113.50
				5,339.75		5,339.75
7401705	1907	SO CA GAS COMPANY	12/22/18-01/25/19 GAS SVC	9,411.22	101 4631655	245.55
					101 4633655	4,049.35
					101 4650655	3,443.25
					101 4651655	1,345.84
					101 4800403	327.23
				9,411.22		9,411.22
7401706	C2555	TIME WARNER CABLE	01/26-02/25/19 WIRELESS ROUTER	4.95	101 4650301	4.95
7401707	C2555	TIME WARNER CABLE	01/17-02/16/19-PRA INFO DSK	56.23	101 4315651	56.23
7401708	C2555	TIME WARNER CABLE	02/19-TV SERVICE-CITY MNGR+3	90.26	101 4315651	90.26
7401709	D2596	TREGLIA, MEG L	MT-PR DM-ANAHEIM-02/10-13/19	231.00	101 4230201	231.00
7401710	C8046	U S DEPT OF EDUCATION	LEVY PROCEEDS	353.12	101 2159000	353.12
7401711	09312	VANTAGECARE RHS PLAN DISB ACCT	RFND-ICMA RHS RETIREE OVRPYMNT	824.63	109 1100000	824.63
7401712	D3370	VERIZON WIRELESS	12/18-WIRELESS SERVICE	1,659.22	101 4315651	1,659.22
7401713	09307	.XOM	PERFORMANCE	50.00	101 4651251	50.00

City of Lancaster Check Register



From Check No.: 7401569 - To Check No.: 7401818

From Check Date: 01/27/19 - To Check Date: 02/09/19

Printed: 2/11/2019 12:18

Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
7401714	09301	661 PRINTING	PIANO WRAP REMOVAL/INSTLLTN	1,666.78	101 4649225	1,666.78
7401715	C7500	A B I DOCUMENT SUPPORT SRVCS	CLAIM #040-17	76.40	109 4430300	76.40
			CLAIM #040-15	138.38	109 4430300	138.38
			CLAIM #040-15	900.38	109 4430300	900.38
			CLAIM #040-15	113.38	109 4430300	113.38
			CLGL-1384A1	115.38	109 4430300	115.38
			CLGL-1384A1	102.98	109 4430300	102.98
			CLGL-1384A1	113.38	109 4430300	113.38
			CLGL-1384A1	113.38	109 4430300	113.38
			CLGL-1384A1	139.66	109 4430300	139.66
			CLGL-1384A1	139.66	109 4430300	139.66
				<u>1,952.98</u>		<u>1,952.98</u>
7401716	06576	A V CHEVROLET	PANEL-EQ3833	332.84	203 4752207	332.84
7401717	A5389	A V FAIR	11/18-WATCH & WAGER COMM	2,739.48	101 2189000	2,739.48
7401718	01039	A V FORD LINCOLN MERCURY	BLT ND BCKL-EQ3758	280.43	203 4752207	280.43
7401719	03854	A V JANITORIAL SUPPLY	EPL-JANITORIAL SUPPLIES	142.35	101 4631406	142.35
			PS-JANITORIAL SUPPLIES	391.74	101 4633406	391.74
				<u>534.09</u>		<u>534.09</u>
7401720	07965	A V POLES AND LIGHTING INC	NSC-BASE COVER	210.00	101 4635403	210.00
7401721	00498	A V SPORTS & GRAPHICS	JERSEYS(116)	1,902.13	101 4641251	1,902.13
7401722	02357	A V TRANSIT AUTHORITY	DEC 18-ANNUAL SENIOR PASSES	4,500.00	204 4430770	2,250.00
					207 4430301	2,250.00
				<u>4,500.00</u>		<u>4,500.00</u>
7401723	C8745	ADVANCE ELECTRIC	TROUBLESHOOT BOOSTER PUMP	295.00	482 4636404	295.00
7401724	07741	AGRI-TURF DISTRIBUTING LLC	NSC-TURF(40 PALLETS)	1,992.90	101 4635404	1,992.90
7401725	00127	ALL GLASS & PLASTICS LLC	OMP-BOARD UP/WINDOW REPAIRS	150.00	101 4634402	150.00
7401726	D3188	AMERICAN RED CROSS	WATER SAFETY INSTRUCTOR COURSE	70.00	101 4642301	70.00
7401727	04190	AMERIPRIDE SERVICES	UNIFORM CLEANINGS	68.88	101 4753209	68.88
			UNIFORM CLEANINGS	53.28	101 4753209	53.28
				<u>122.16</u>		<u>122.16</u>
7401728	02693	ANDY GUMP, INC	RDP-FNCE RNTL-12/28/18-1/24/19	33.51	101 4634602	33.51
			OMP/AVTA-RSTRM RNTL-12/18-1/19	706.74	207 4634402	706.74
			HP-FNCE RNTL-01/10/19-02/06/19	17.74	101 4634602	17.74
			PBP-FNCE RNTL-01/11/19-2/07/19	19.71	101 4631602	19.71
				<u>777.70</u>		<u>777.70</u>
7401729	08127	BECKETT PLUMBING	EPL-CLEAR STOPPAGE	125.00	101 4631402	125.00

City of Lancaster Check Register



From Check No.: 7401569 - To Check No.: 7401818

From Check Date: 01/27/19 - To Check Date: 02/09/19

Printed: 2/11/2019 12:18

Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
7401730	06176	C S TECH GROUP, INC	MTNC YD-MLTIMEDIA SWTCHR RPLCM TC-SMSG 55" SMART TV INSTLLTN	471.93 1,481.83 <u>1,953.76</u>	101 4315291 101 4315291	471.93 <u>1,481.83</u> 1,953.76
7401731	07612	CA COMMUNITY CHOICE ASSOC	CCEA FY18/19 MEMBER DUES	42,110.00	491 4250206	42,110.00
7401732	A9249	CA DEPT OF CORRECTNS/REHAB	12/18-CUSTODY SUPRVSN AGREEMNT	5,626.00 <u>5,626.00</u>	203 4752308 224 4752308	4,234.00 <u>1,392.00</u> 5,626.00
7401733	09248	CAL EMPIRE ENGINEERING INC	BORED AND PLACED UP	3,500.00	213 11BS023924	3,500.00
7401734	C0914	CAMPBELL II, EDWARD LEE	01/19-SPORTS OFFICIAL	506.00	101 4641308	506.00
7401735	00382	CARRIER COMMUNICATIONS	02/19-HAUSER MTN SITE RENT	537.78	101 4200350	537.78
7401736	08680	CHARLES, RAWLSTON	01/19-SPORTS OFFICIAL	100.00	101 4641308	100.00
7401737	08218	CHERRY, KEVIN	01/19-SPORTS OFFICIAL	50.00	101 4641308	50.00
7401738	08484	CONSOLIDATED ELECTRCL DIST INC	NSC-LIGHT BULBS(7)	169.34	101 4635404	169.34
7401739	A0886	DAISY'S COSTUMES	MGC-MRS CLAUSE COSTUME RNTL	45.00	101 4649565	45.00
7401740	07131	DE LAGE LANDEN FINANCIAL SVCS	02/15-03/14/19 NETWRK PRNTR	168.95	101 4800254	168.95
7401741	D3792	DEFALCO, CATHY	01/19-CCEA SUPPORT SVCS	16,997.67	490 4250301	16,997.67
7401742	00414	DESERT LOCK COMPANY	PS-DOOR REPAIR/KEYS	96.30	101 4800403	96.30
7401743	09191	DESIGNERS TOUCH LANDSCAPE INC	OMP-LANDSCAPE RENOVATIONS	29,848.00	104 4631402	29,848.00
7401744	C0293	EAST, MARY PAULINE	01/19-CONTRACT SERVICES	1,325.00	101 4601308	1,325.00
7401745	05665	EGGERTH, DARRELL	01/19-SPORTS OFFICIAL	460.00	101 4641308	460.00
7401746	06857	ENTERTAINMENTMAX, INC	BAL-SPOUSE WHISPERER-02/09/19	2,250.00	101 4650318	2,250.00
7401747	D2427	ENVIRONMENTAL SOUND SOLUTIONS	02/19-MUSIC SERVICE	65.00	101 4633301	65.00
7401748	08388	ERC ACQUISITION INC	MICROFIBER RAGS/PRINT	7,148.00 <u>7,148.00</u>	101 2175000 331 4755787	(660.25) <u>7,808.25</u> 7,148.00
7401749	07197	ESPRITT, JA VAUGHN	01/19-SPORTS OFFICIAL	200.00	101 4641308	200.00
7401750	C9406	ESTES, MAURICE	01/19-SPORTS OFFICIAL FTB ORDER TO WITHHOLD W/H ORDER FEE	46.00 (11.50) (2.50) <u>32.00</u>	101 4641308 101 2177001 101 3601100	46.00 (11.50) (2.50) <u>32.00</u>

City of Lancaster Check Register



From Check No.: 7401569 - To Check No.: 7401818

From Check Date: 01/27/19 - To Check Date: 02/09/19

Printed: 2/11/2019 12:18

Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
7401751	09310	EVANS, CHRISCESIS	RFND-YTH BASKETBALL RGSTRN	62.00	101 2182001	62.00
7401752	00617	FEDERAL EXPRESS CORPORATION	EXPRESS MAILINGS	147.72	101 4600212 101 4770212	30.57 69.90
			EXPRESS MAILINGS	51.86	217 16ST005924 217 16ST006924 349 4785301 217 16ST005924 217 16ST006924	10.66 10.66 25.93 25.93 25.93
				<u>199.58</u>		<u>199.58</u>
7401753	02108	FRANCHISE TAX BOARD	TAX WITHHOLDING ORDER	60.00	101 2159000	60.00
7401754	04721	GET TIRES, INC	TIRES(2)-EQ3772 TIRES(2)-EQ3782	4,359.19 <u>1,719.61</u>	484 4752207 203 4752207	4,359.19 <u>1,719.61</u>
				<u>6,078.80</u>		<u>6,078.80</u>
7401755	00849	HAAKER EQUIPMENT CO	SEDIMENT REMOVAL TOOL	375.54	484 4755208	375.54
7401756	02585	HARRELL, BARON	01/19-SPORTS OFFICIAL	369.00	101 4641308	369.00
7401757	08818	HERMUS, BRYAN	PAC-MCT-PIANO ACCMPANIMENT	400.00	101 4650318	400.00
7401758	07934	HYDRO PRODUCTS CORP	REBUILD VANGUARD SYSTEM	1,075.00	480 4755402	1,075.00
7401759	07653	INBOUND DESIGN INC	LCE-WBSTE MTNC-07/1/18-6/30/19	3,900.00	490 4250301	3,900.00
7401760	08910	INNOVATIVE MANGMNT GROUP INC	GBOR-TEMPTATIONS RWW-01/19/19	2,607.65	101 4650318	2,607.65
7401761	09083	INT'L BUSINESS MACHINES CORP	WATSON DATA PLATFORM CONSULTNG	1,592.00	101 4200302	1,592.00
7401762	08698	KNOWLEDGE CITY, LLC	1 YEAR E-LEARNING ACCESS	5,750.00	101 4220301	5,750.00
7401763	D3426	LAW OFFICES CHRISTOPHER RAMSEY CLAIM #040-17		13,131.24	109 4430300	13,131.24
7401764	D1736	LEVEL 3 COMMUNICATIONS LLC	01/19-INTERNET/DATA-#50041351	4,209.02	101 4315651	4,209.02
7401765	09178	LIGHT HOUSE STUDIOS	DR. UHAZY PROMOTIONAL VIDEO	1,650.00	101 4305296	1,650.00
7401766	08387	LOOMIS	12/18-ARMORED CAR SERVICE	1,750.26	101 3501110	1,750.26
7401767	04351	LYN GRAFIX	SWEATERS(270)	5,494.96	101 4641251	5,494.96
7401768	06873	MAHER ACCOUNTANCY	CCEA-12/18-ACCOUNTING SVCS CCEA-12/18-ACCOUNTING SVCS CCEA-12/18-ACCOUNTING SVCS CCEA-12/18-ACCOUNTING SVCS CCEA-12/18-ACCOUNTING SVCS	2,500.00 2,500.00 2,500.00 2,500.00 <u>2,500.00</u>	491 4250003P 491 4250002P 491 4250001P 491 4250004P 491 4250013P	2,500.00 2,500.00 2,500.00 2,500.00 <u>2,500.00</u>
				<u>12,500.00</u>		<u>12,500.00</u>
7401769	05457	MAULDIN JR, LEO	01/19-SPORTS OFFICIAL	526.00	101 4641308	526.00

City of Lancaster Check Register



From Check No.: 7401569 - To Check No.: 7401818

From Check Date: 01/27/19 - To Check Date: 02/09/19

Printed: 2/11/2019 12:18

Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
7401770	02270	MELDON GLASS	OMP-WINDOW REPLACEMENT	170.00	101 4634402	170.00
7401771	09259	MG ELECTRIC INC	OMP-ELECTRICAL WORK	12,531.46	213 11BS023924	12,531.46
7401772	06966	MICHAEL BAKER INT'L INC	CP20001-PVMNT MNGMNT PRGRM	12,276.00	211 12ST040924	12,276.00
			CP20001-PVMNT MNGMNT PRGRM	8,679.00	211 12ST040924	8,679.00
				<u>20,955.00</u>		<u>20,955.00</u>
7401773	09132	MORNINGSIDE TRANSLATIONS	ENGLISH/CHINESE BUSINESS CARDS	150.00	101 4200301	150.00
7401774	08562	NAPA AUTO PARTS	PLUG-EQ5828	11.38	101 4631207	11.38
			WINDOW MOTOR-EQ5662	112.66	101 4634207	112.66
			BRAKLEEN/WINDSHIELD WASH	294.99	101 4753214	294.99
			SWITCH-EQ3985	92.33	480 4755207	92.33
			LIFT SUPPORT-EQ5601	143.23	101 4647207	143.23
			SWITCH-EQ6810	258.76	101 4783207	258.76
				<u>913.35</u>		<u>913.35</u>
7401775	D2822	NATIONAL CINEMEDIA, LLC	PS-THEATER ADS-11/23/18-1/3/19	337.50	101 4800205	337.50
			THEATER ADS-01/11-01/14/19	570.83	101 4650205	570.83
			THEATER ADS-07/13/18-06/27/19	95.83	101 4800205	95.83
				<u>1,004.16</u>		<u>1,004.16</u>
7401776	09302	NEWMAN-HARRISON, SUSAN	SOL-SOCIAL MEDIA CAMPAIGN	1,900.00	101 4649568	1,900.00
7401777	06148	NIK-O-LOK, INC	02/19-MONTHLY COIN LOCK LEASE	39.00	101 4633602	39.00
7401778	C3052	OXFORD INN AND SUITES	PAC-LDG-PST MDRN JKBX-11/25/18	85.17	101 4650257	85.17
			PAC-LDG-PLN WHITE T'S-12/02/18	1,022.04	101 4649559	1,022.04
			PAC-LDG-TIM MEADOWS-01/12/19	87.36	101 4650257	87.36
			PAC-LDG-TEMPTATIONS-01/20/19	1,310.40	101 4650257	1,310.40
				<u>2,504.97</u>		<u>2,504.97</u>
7401779	05741	P P G ARCHITECTURAL FINISHES	JRP-PAINT	261.53	101 4631403	261.53
			MLK-PAINT	1,202.11	101 4649566	1,202.11
			MOAH-PAINT	356.06	101 4651251	356.06
			NSC-FIELD PAINT	708.79	101 4635404	708.79
			NSC-FIELD PAINT	795.47	101 4635404	795.47
				<u>3,323.96</u>		<u>3,323.96</u>
7401780	03307	PARKER, JESSE	01/19-SPORTS OFFICIAL	100.00	101 4641308	100.00
7401781	07249	PATRIOT PLUMBING	OMP-CLEAR SEWER LINE	165.00	101 4634402	165.00
7401782	05499	PENSKE TRUCK LEASING CO LP	MOAH-VAN RENTAL-01/04/19	374.03	101 4653602	374.03
			MOAH-VAN RENTAL-01/04/19	239.62	101 4653602	239.62
			MOAH-VAN RENTAL-01/08/19	401.29	101 4651251	401.29
			MOAH-TRUCK RENTAL-01/10/19	415.39	101 4651251	415.39
			MOAH-VAN RENTAL-01/08/19	250.39	101 4653602	250.39
				<u>1,680.72</u>		<u>1,680.72</u>

City of Lancaster Check Register



From Check No.: 7401569 - To Check No.: 7401818

From Check Date: 01/27/19 - To Check Date: 02/09/19

Printed: 2/11/2019 12:18

Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
7401783	06874	PRINTS4LIFE	UNIFORM SHIRTS(40) UNIFORM POLOS(80)	793.88 1,401.60 <u>2,195.48</u>	101 4633209 101 4633209	793.88 1,401.60 <u>2,195.48</u>
7401784	06607	PUMPMAN INC	07/18-06/19-QRTLTY PUMP MTNC	1,665.00	480 4755402	1,665.00
7401785	06313	R C BECKER & SON, INC	CP18003-SCHOOL PED IMPROVEMNTS	2,321.78	150 2100003 210 15ST037924	(122.20) 2,443.98 <u>2,321.78</u>
7401786	C4435	ROACH'S TERMITE PEST CONTROL	NSC-01/19 PEST CONTROL	185.00	101 4635402	185.00
7401787	09104	ROSENDIN ELECTRIC INC	NSC-ELECTRICAL REPAIR	39,989.71	101 4635402	39,989.71
7401788	09306	ROXAS, LEESA	MOAH-CONCERT SERIES	50.00	101 4651251	50.00
7401789	D3947	S G A CLEANING SERVICES	LUC-FENCE MATERIAL OMP/AVTA-RESTROOM DOOR REPAIR PBP-IRRIGATION REPAIR PS-SATELLITE OFFICE REPAIRS CH-PAINT CONTAINERS RDP-FENCE REPAIRS MOAH-PRESSURE WSH TRSH ENCLSR	1,875.00 533.00 320.00 945.00 780.00 452.00 450.00 <u>5,355.00</u>	101 4633403 207 4634402 101 4631402 101 4633402 101 4633402 101 4634404 101 4633402	1,875.00 533.00 320.00 945.00 780.00 452.00 450.00 <u>5,355.00</u>
7401790	A8260	SAGE STAFFING	EM/LS-PARKS STAFF-01/14-18/19 AM-PUBLIC SFTY STFF-01/14-18/19	1,778.63 357.20 <u>2,135.83</u>	101 4600308 101 4820308	1,778.63 357.20 <u>2,135.83</u>
7401791	C3064	SANTOS, RENALDO	01/19-SPORTS OFFICIAL	989.00	101 4641308	989.00
7401792	06664	SEA SUPPLY	NSC-CAN LINER/MULIT-SRFCE CLNR MTNC YD-JANITORIAL SUPPLIES TBP-JANITORIAL SUPPLIES	361.21 79.06 110.99 <u>551.26</u>	101 4635406 203 4752406 101 4631406	361.21 79.06 110.99 <u>551.26</u>
7401793	1894	SIGNS & DESIGNS	SR/JR-CHAMBER DAIS SIGN REFLECTIVE DECALS(50) NJ-NAMEPLATE NJ-FACEPLATE	35.04 268.28 17.88 13.14 <u>334.34</u>	101 4770253 101 4545253 101 4649259 101 4600259	35.04 268.28 17.88 13.14 <u>334.34</u>
7401794	09303	SILVESTRE, DANYUSKA S	01/19-SPORTS OFFICIAL	48.00	101 4641308	48.00
7401795	C0655	SKYLINE MUSIC LLC	DEP-ORLEANS-02/22/19	4,500.00	101 4650318	4,500.00
7401796	5210	SLATER PIANO SERVICE	PAC-PIANO TUNNG	225.00	101 4650301	225.00
7401797	01816	SMITH PIPE & SUPPLY INC	OMP-IRRIGATION SUPPLIES OMP-IRRIGATION SUPPLIES OMP-VALVE BOX	59.27 162.07 97.79	101 4634404 101 4634404 101 4634404	59.27 162.07 97.79

City of Lancaster Check Register



From Check No.: 7401569 - To Check No.: 7401818

From Check Date: 01/27/19 - To Check Date: 02/09/19

Printed: 2/11/2019 12:18

Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
			STP-ELECTRIC VALVE/PVC	243.09	101 4631404	243.09
			OMP-HAND PIPE/PIPE GLUE	145.31	101 4634404	145.31
			OMP-IRRIGATION VALVE	111.55	101 4634404	111.55
				<u>819.08</u>		<u>819.08</u>
7401798	07393	SOLARWINDS, INC	SOLARWINDS ANNL MTNC RNWL	4,524.00	101 4315302	4,524.00
7401799	09247	SOLID CONSTRUCTION COMPANY	LGC-DOOR REPAIR	253.82	101 4240340	253.82
7401800	09304	SOUND CURFEW	PERFORMANCE	50.00	101 4651251	50.00
7401801	09160	ST. FRANCIS ELECTRIC, LLC	STREET LIGHT INSTALLATION	12,710.00	483 4785460	12,710.00
			STREET LIGHT INSTALLATION	7,450.00	483 4785460	7,450.00
				<u>20,160.00</u>		<u>20,160.00</u>
7401802	09173	STERNAL, STEVEN	01/19-SPORTS OFFICIAL	437.00	101 4641308	437.00
7401803	D2143	STREAMLINE AUDIO VISUAL, INC	CS-AUDIO TECHNICIAN-08/08/18	250.00	101 4649225	250.00
			PAC-AUDIO ENGINEER-11/08/18	650.00	101 4650602	650.00
			PAC-AUDIO ENGINEER-11/10/18	817.00	101 4650602	817.00
			GALA-PRESENTATION EQPMNT RNTL	867.50	101 4650602	867.50
			PAC-PRESENTATION EQPMNT RNTL	1,062.50	101 4650602	1,062.50
				<u>3,647.00</u>		<u>3,647.00</u>
7401804	C7028	SUN BADGE CO	CODE ENF BADGE(2)	225.07	101 4545209	225.07
7401805	08177	TEKWERKS	WIRELESS NETWORK INSTLLTN	8,574.73	101 4315251	2,774.73
					101 4315301	5,800.00
			BRIDGE IN A BOX INSTLLTN	2,829.50	101 4315301	2,829.50
				<u>11,404.23</u>		<u>11,404.23</u>
7401806	09305	THE DOWNSIDES	CS-MOAH CEDAR-12/22/18	50.00	101 4651251	50.00
7401807	2009	THE TIRE STORE	TIRES(4)-EQ5601	564.60	101 4647207	564.60
7401808	09309	TN TRUSS COMPONENTS INC	HNR-1&3-TRUSS ENGINEERING	1,000.00	361 4541919D	500.00
					361 4541919I	500.00
			HNR 4-TRUSS ENGINEERING	500.00	361 4541919S	500.00
				<u>1,500.00</u>		<u>1,500.00</u>
7401809	02977	TURBO DATA SYSTEMS INC	CITATION ENVELOPES(30000)	1,478.25	101 4800253	1,478.25
7401810	31009	UNIVERSAL ELECTRONIC ALARMS	OMP-01/19-SECURITY ALARM	27.00	101 4634301	27.00
7401811	06384	VOYAGER FLEET SYSTEMS INC	VOYAGER FLEET SYSTEMS 01/24/19	223.01	101 2602000	223.01
7401812	04496	VULCAN MATERIAL WESTERN DIV	COLD MIX	562.28	203 4752410	562.28
			COLD MIX	561.52	203 4752410	561.52
				<u>1,123.80</u>		<u>1,123.80</u>
7401813	31026	WAXIE SANITARY SUPPLY	OMP-JANITORIAL SUPPLIES	827.74	101 4634406	827.74
			MTNC YD-JANITORIAL SUPPLIES	217.36	203 4752406	217.36

City of Lancaster Check Register



From Check No.: 7401569 - To Check No.: 7401818

From Check Date: 01/27/19 - To Check Date: 02/09/19

Printed: 2/11/2019 12:18

Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
				1,045.10		1,045.10
7401814	D3242	ZIMMER, DANIEL	01/19-SPORTS OFFICIAL	851.00	101 4641308	851.00
7401815	2501	ZUMAR INDUSTRIES, INC	STREET SIGN REPLACEMENTS(5)	315.50	252 12ST036924	315.50
7401816	09308	WHEN LIFE HANDS YOU LEMONS LP	KENSNGTN CAMPUS CNSTRCTN PRJCT	666,649.00	306 4542301	96,448.00
					306 4542301	125,398.00
					306 4542301	444,803.00
				<u>666,649.00</u>		<u>666,649.00</u>
7401817	09293	GOOGLE LLC	ENRGY CST OPTMZTN/DVLPMT SVCS	150,000.00	491 4370301	150,000.00
7401818	C7946	L A CO DEPT ANIMAL CARE&CONTRL	12/18-HOUSING COSTS	81,875.06	101 4820363	81,875.06
Chk Count	<u>249</u>			Check Report Total	<u>1,838,929.04</u>	

STAFF REPORT
City of Lancaster

CC 3
02/26/19
JC

Date: February 26, 2019
To: Mayor Parris and City Council Members
From: Pam Statsmann, Finance Director
Subject: **Monthly Report of Investments – January 2019**

Recommendation:

Accept and approve the January 2019 Monthly Report of Investments as submitted.

Fiscal Impact:

None

Background:

Each month, the Finance Department prepares a report listing the investments for all separate entities under the jurisdiction of the City as identified in the City’s Comprehensive Annual Financial Report.

Portfolio Recap

Yield:

	<u>January 2019</u>	<u>December 2018</u>
Total Portfolio	1.14%	1.30%
Local Agency Investment Fund	2.36%	2.21%
Total Portfolio Balance:	\$76,802,572	\$66,344,518

The portfolio balance increased from December to January by \$10,458,054 or 16.0%. Significant revenues for January included \$9,008,795 Property Taxes, \$4,240,242 Grants and \$1,673,724 Sales & Use Tax. The largest City expenditures were \$2,236,838 payroll related, \$2,150,958 to LA County Sheriff for January 2018 law enforcement services and \$1,018,933 for Capital projects.

The City’s temporary idle cash, those funds that are not immediately needed to pay current bills and not governed by bond indentures or bond resolutions, is invested in accordance with the City’s adopted Investment Policy. This policy is reviewed regularly by the City Council, with the latest policy adopted February 13, 2018, by Resolution No. 18-06.

The City's cash management system is designed to accurately monitor and forecast expenditures and revenues, thus enabling the City to invest funds to the fullest extent possible within the guidelines of this Investment Policy. The City attempts to achieve the highest yield obtainable through a diversified portfolio only after meeting the criteria established for safety and liquidity in that order. The principal investment objectives of the City are:

1. Preservation of capital and protection of investment principal;
2. Maintenance of sufficient liquidity to meet anticipated cash flows;
3. Attainment of a market rate of return;
4. Diversification to avoid incurring unreasonable market risks, and;
5. Compliance with the City's Municipal Code and with all applicable City resolutions, California statutes and Federal regulations.

The City's portfolio is a short-term and intermediate-term fixed income portfolio. The maximum maturity of any investment is 5 years, with consideration of anticipated cash flow requirements and known future liabilities. The City contracts with an investment advisory service (Insight Investment) to assist in the effort to maximize the returns of the City portfolio. The City's investments include publicly traded Treasury notes, Treasury Bills, Federal Agency Investments, Time Deposits, and Local Agency Investment Fund (LAIF) under the auspices of the State Treasurer for investment. Funds invested in LAIF are available within 24 hours, and other investments are available upon maturity at full face value. These investments enable the City to meet its expenditure requirements for the next six months, as required by state law.

The City's investment procedures are governed by Sections 53600 et. seq. of the California Government Code. Additional requirements have been placed on the City's authorized investments by the Investment Policy (a copy is available in the Finance Department or from the City Clerk), and all investments listed on the attached report adhere to these requirements.

PS:MA

Attachment:

Monthly Report of Investments

**ATTACHMENT A
CITY OF LANCASTER
MONTHLY REPORT OF INVESTMENTS
January 31, 2019**

	Interest Rate	Amount	Total
<u>City of Lancaster</u>			
Wells Fargo Bank			\$26,009,907
City of Lancaster Account (note 1)	0.00%	\$25,909,907	
Certificate of Deposit	0.10%	\$100,000	
Bank of America			\$100,000
Certificate of Deposit	0.05%	\$100,000	
U S Bank - Safekeeping (note 2)			\$39,463,285
Commercial Paper	0.00%	\$0	
US Treasury Notes	1.36%	\$15,601,573	
Federal Government Agencies	1.45%	\$13,685,944	
Corporate Securities	2.03%	\$10,173,573	
Cash & Equivalents	0.00%	\$2,195	
Chase Bank			\$150,919
Certificate of Deposit	0.01%	\$150,919	
Mission Bank			\$201,579
Certificate of Deposit	0.20%	\$201,579	
Local Agency Investment Fund (L.A.I.F.)	2.36%	\$6,535,435	\$6,535,435
Total City of Lancaster			<u>\$72,461,126</u>
Successor Agency for the Lancaster Redevelopment Agency			
Local Agency Investment Fund (L.A.I.F.)	2.36%	\$4,341,446	\$4,341,446
Total Lancaster Successor Agency			<u>\$4,341,446</u>
Total Pooled Portfolio (note 3)			<u>\$76,802,572</u>
Weighted Average	1.137%		

**ATTACHMENT A
CITY OF LANCASTER
MONTHLY REPORT OF INVESTMENTS
January 31, 2019**

	Interest Rate	Amount	Total
Wilmington Trust			\$2,738,342
Lancaster Choice Energy LockBox Account	0.00%	\$2,738,342	
The Bank of New York Mellon Trust Company, N.A.			\$1,483,822
LRA & LA County Escrow Account - Government Bonds	0.00%	\$1,483,822	
US Bank			\$24,929,344
CFD 89-1 1990 Special Bonds	2.27%	\$120	
LFA CFD 89-1 1997 Special Bonds	2.27%	\$1,731	
LFA L O BONDS 1997 SERIES A & B	2.27%	\$388,885	
LFA LRB 2018 Construction and Improvements	2.27%	\$15,022,279	
LRA Combined 2004 Fire Protection Facilities Project Bonds	2.27%	\$837,766	
LRA Combined 2004 Sheriff Facilities Prjct Refunding Bonds	2.27%	\$1,787,568	
LRA Public Capital Facilities 2010 Project Lease Revenue Bonds	2.27%	\$422,033	
LPA Solar Renewable Energy Issue of 2012A	2.27%	\$2,274,749	
SA Combined Project Areas Refunding Bonds 2015A & B	2.27%	\$476,861	
SA Combined Project Areas Refunding Bonds 2016 A-1 & A-2	2.27%	\$1,049,356	
SA Combined Project Areas Refunding Bonds 2016B	2.27%	\$955,546	
LFA 2016 Assessment Revenue Bonds (Streetlights Acquisition)	2.27%	\$414,370	
SA 2017 Tax Allocation Revenue Bonds (TARB)	2.27%	\$1,298,079	
Total Restricted Cash/Investments Held in Trust		\$24,929,344	
Total Restricted Cash/Investments Held in Trust (note 4)			\$29,151,507

All investments are authorized pursuant to and consistent with the investment policy of the City of Lancaster. Policy adopted 02/13/18 under resolution number 18-06.

Attest today for P. Statsmann

Pam Statsmann
Finance Director

**ATTACHMENT A
CITY OF LANCASTER
MONTHLY REPORT OF INVESTMENTS
January 31, 2019**

- (1) This is the actual City bank account balance as of 1/31/2019. It only reflects checks that have been presented for payment and deposits received by the bank. The balance on deposit per the City books would reflect reductions for all checks and warrants issued and all deposits transmitted.
- (2) This is the safekeeping account utilized for investing City funds pursuant and consistent with the investment policy adopted 02/13/2018. The current portfolio consists of treasury notes, government agencies, corporates, and CDs.

(3) Pooled Portfolio:

	<u>% of Portfolio</u>	<u>Policy Limit</u>
Cash	35.76%	None
CDs	0.76%	25% of total portfolio
Commercial Paper	0.00%	25% of total portfolio
US Treasury	21.53%	None
Federal Securities	18.89%	None
Corporate Securities	14.04%	30% of total portfolio
LAIF	9.02%	None

- (4) These are restricted cash and investments are held in trust by the banks indicated. These amounts cannot be pooled for other investing.

City of Lancaster
Cash Balances by Fund
January 31, 2019

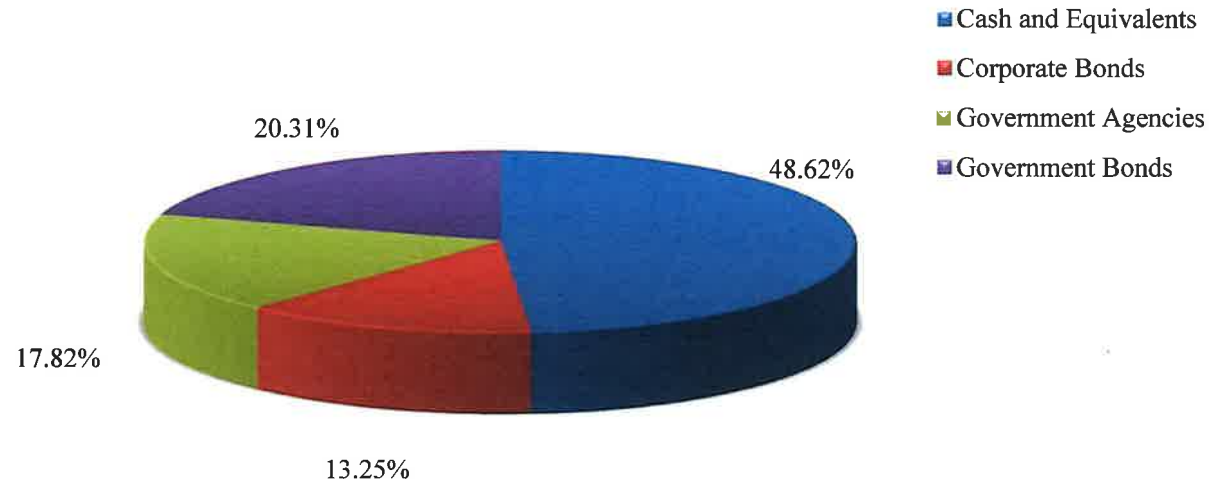
Fund No.	Fund Name	Ending Balance	Fund No.	Fund Name	Ending Balance
101	GENERAL FUND	\$ 18,056,995	323	STATE GRANT - STPL	\$ (10,094)
104	CAPITAL REPLACEMENT FUND	\$ 1,985,799	324	STATE GRANT - OTS	\$ (7,237)
106	COMMUNITY SERVICES FOUNDATION	\$ 117,988	330	STATE GRANT RECYCLING	\$ 209,971
109	CITY SPECIAL RESERVES FUND	\$ 725,464	331	STATE GRANT - OIL RECYCLING	\$ 32,107
150	CAPITAL PROJECTS FUND - CITY	\$ (881,943)	349	MISC STATE GRANTS	\$ (558,678)
203	GAS TAX	\$ 1,033,479	361	CDBG	\$ (1,370,112)
204	AQMD	\$ 46,361	363	NBRHD STABILIZATION PRGM	\$ 2,055,788
205	PROP 1B	\$ 241,665	364	HPRP-HOMELESS PREV & RAPID REH	\$ -
206	TDA ARTICLE 8 FUND	\$ (4,370,433)	391	LANCASTER HOME PROGRAM	\$ 764,456
207	PROP "A" TRANSIT FUND	\$ 2,385,179	399	FEDERAL MISCELLANEOUS GRANTS	\$ (553,540)
208	TDA ARTICLE 3 BIKEWAY FUND	\$ (66,344)	401	AGENCY FUND	\$ 558,539
209	PROPOSITION "C" FUND	\$ 4,062,248	402	PERFORMING ARTS CENTER	\$ -
210	MEASURE R FUND	\$ 5,323,367	404	GRANTS FUND	\$ -
211	MEASURE M FUND	\$ 2,282,359	408	X-AEROSPACE GRANTS FUND	\$ -
213	PARKS DEVELOPMENT FUND	\$ 799,801	456	STILL MEADOW LN SWR ASSMNT DST	\$ 8,739
217	SIGNALS - DEVELOPER FEES FUND	\$ 2,730,002	480	SEWER MAINT FUND	\$ 4,701,462
220	DRAINAGE - DEVELOPER FEES FUND	\$ 4,301,865	482	LANDSCAPE MAINTENANCE DISTRICT	\$ 2,216,517
224	BIOLOGICAL IMPACT FEE FUND	\$ 2,040,502	483	LIGHTING MAINTENANCE DISTRICT	\$ (395,922)
226	USP - OPERATION	\$ 2,569	484	DRAINAGE MAINTENANCE DISTRICT	\$ 1,885,840
227	USP - PARKS	\$ 1,552,705	485	RECYCLED WATER FUND	\$ 4,600
228	USP - ADMIN	\$ 14,651	486	LANCASTER POWER AUTHORITY	\$ 2,892,903
229	USP - CORP YARD	\$ 155,808	490	LANCASTER CHOICE ENERGY	\$ 3,156,974
230	MARIPOSA LILY FUND	\$ 62,733	491	CALIFORNIA CHOICE ENERGY AUTH	\$ (38,713)
232	TRAFFIC IMPACT FEES FUND	\$ 2,228,679	701	LANCASTER FINANCING AUTHORITY	\$ 1,628,986
233	DEVELOPER IN LIEU	\$ 85,057	810	ASSESSMENT DISTRICT FUND	\$ 154,596
248	TRAFFIC SAFETY FUND	\$ 127,966	811	AD 93-3	\$ 126,137
251	ENGINEERING FEES	\$ 74	812	AD 92-101	\$ 90,682
252	PROP 42 CONGESTION MANAGEMENT	\$ 649,772	830	CFD 89-1 EASTSIDE WATER FUND	\$ 674,069
261	LOS ANGELES COUNTY REIMB	\$ 27,813	831	CFD 90-1 (BELLE TIERRA)	\$ 455,756
301	LANCASTER HOUSING AUTH. OPS.	\$ 2,098,593	832	CFD 91-1 (QUARTZ HILL)	\$ 776,760
306	LOW & MOD INCOME HOUSING	\$ 7,286,367	833	CFD 91-2 (LANC BUSINESS PARK)	\$ 442,697
321	MTA GRANT - LOCAL	\$ (1,594,689)	991	REDEV OBLIGATION RETIREMENT FD	\$ 7,924,954
				Total Cash Balance	\$ 81,340,688

* Variance from portfolio balance due to deposits in transit and outstanding checks at month end

**City of Lancaster
Recap of Securities Held
January 31, 2019**

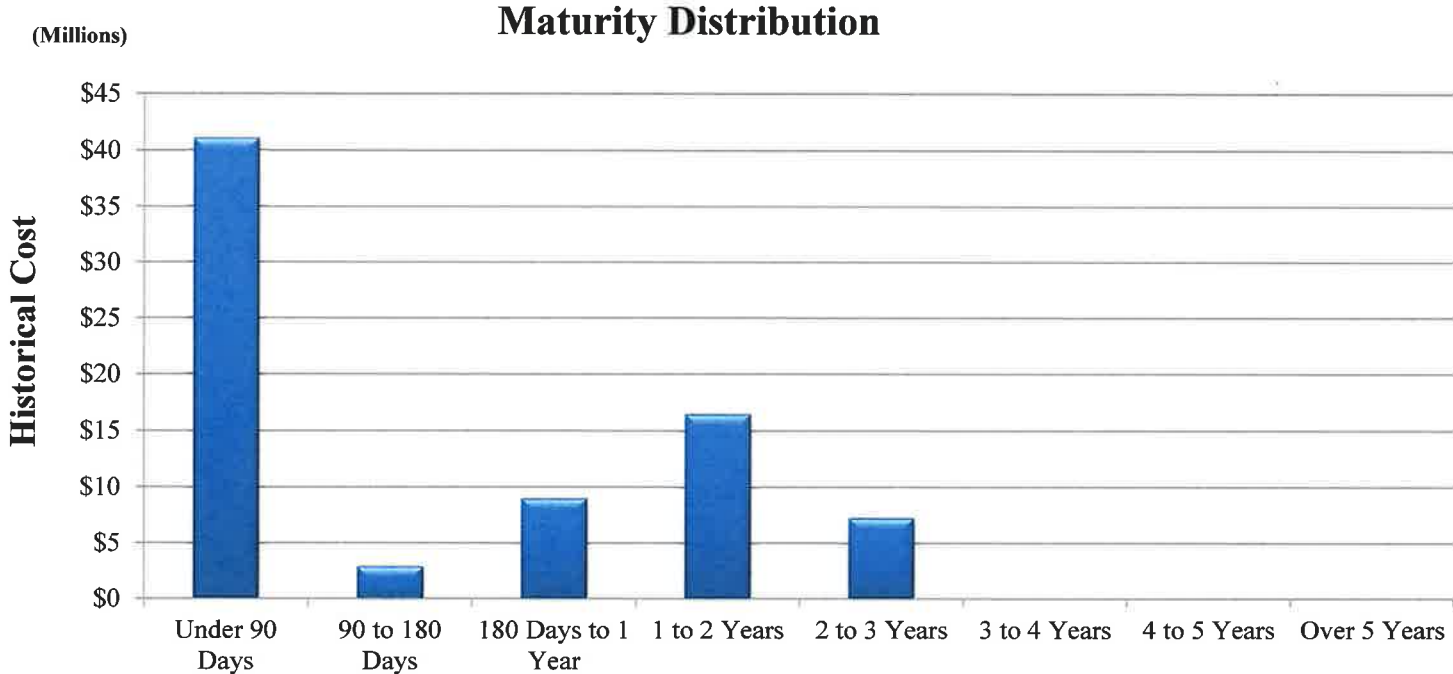
	Historical Cost	Amortized Cost	Fair Value	Unrealized Gain (Loss)	Weighted Average Effective	% Portfolio/ Segment	Weighted Average Market
Cash and Equivalents	\$37,341,482	\$37,341,482	\$37,341,482	\$0	1	48.62%	0.00
Corporate Bonds	\$10,173,573	\$10,168,412	\$10,143,644	(\$24,768)	402	13.25%	1.07
Government Agencies	\$13,685,944	\$13,665,000	\$13,524,192	(\$140,809)	389	17.82%	1.02
Government Bonds	\$15,601,573	\$15,614,221	\$15,626,891	\$12,670	556	20.31%	1.46
TOTAL	\$76,802,572	\$76,789,116	\$76,636,209	(\$152,907)	443	100.00%	1.21

Portfolio Diversification



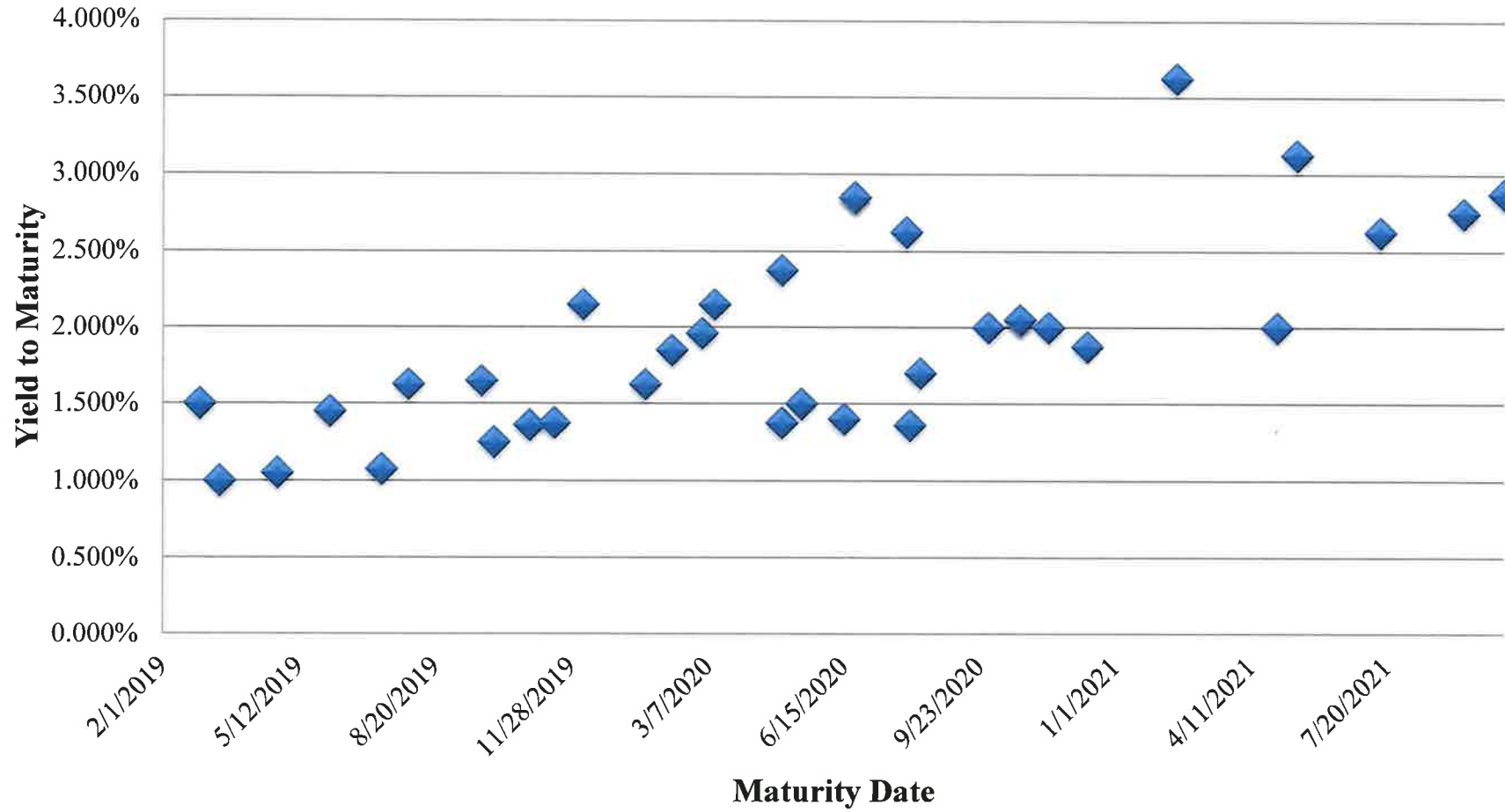
City of Lancaster
Maturity Distribution
January 31, 2019

Maturity	Historical Cost	Percent
Under 90 Days	\$41,112,154	53.53%
90 to 180 Days	\$2,912,502	3.79%
180 Days to 1 Year	\$8,993,050	11.71%
1 to 2 Years	\$16,498,181	21.48%
2 to 3 Years	\$7,286,684	9.49%
3 to 4 Years	\$0	0.00%
4 to 5 Years	\$0	0.00%
Over 5 Years	\$0	0.00%
	\$76,802,572	100.00%



City of Lancaster
Securities Held
January 31, 2019

Securities Held



STAFF REPORT
City of Lancaster

CC 4
02/26/19
JC

Date: February 26, 2019

To: Mayor Parris and City Council Members

From: Jeff Hogan, Development Services Director

Subject: **Acceptance of Public Works Construction Project No. 18-003 - Cole Middle School and Tierra Bonita Elementary School Pedestrian Improvement Project, State Project No. SR2SL-5419(037)**

Recommendation:

Accept **Public Works Construction Project No. 18-003**, Cole Middle School and Tierra Bonita Pedestrian Improvement Project, State Project No. SR2SL-5419(037), by R.C Becker and Son, Inc., of Santa Clarita, California. Retention on this project shall be disbursed in accordance with California Public Contract Code.

Fiscal Impact:

This project was awarded in the amount of \$967,840.50 (including 10% contingency). There were three (3) Contract Change Orders totaling (\$39,553.59), which brought the total contract cost to \$840,302.11. Sufficient funds were budgeted and are available in Capital Improvements Budget Account No.'s 209-15ST037-924, 210-15ST037-924 and 349-15ST037-924. Associated annual maintenance costs are \$3,200.00.

Background:

On March 27, 2018, City Council awarded Public Works Construction Project No. 18-003, Cole Middle School and Tierra Bonita Pedestrian Improvement Project. This project provided a solution to locations where there are gaps in pedestrian and bicycling improvements to provide safer corridors to school. Improvements include bulb-outs, curb ramps, sidewalks, storm drainage improvements, pavement rehabilitation, utility improvements, pedestrian refuge island, LED enhanced signs, bike lanes, and signing, striping and markings all targeted to provide safer vehicular and pedestrian travel. Work was performed in compliance with the City's 2014 ADA Transition Plan, which included 31,500 square feet of sidewalk at a cost of \$129,465.00 and twenty-one (21) curb ramps at a cost of \$68,780.00.

JR:gb

Attachment:

Notice of Completion

RECORDING REQUESTED BY:

CITY OF LANCASTER

WHEN RECORDED MAIL TO:

CITY OF LANCASTER
CITY CLERK DEPARTMENT
44933 N. FERN AVENUE
LANCASTER, CA 93534

SPACE ABOVE THIS LINE FOR RECORDER'S USE

This document is exempt from payment of a recording fee pursuant to government Code Section 6103 and 27383.

**NOTICE OF COMPLETION OF
PUBLIC IMPROVEMENT AND WORK**

NOTICE IS HEREBY GIVEN:

1. The City of Lancaster, Los Angeles County, State of California, is the owner on file of a certain public improvement known as:
Public Works Construction Project No. 18-003 - Cole Middle School and Tierra Bonita Elementary School Pedestrian Improvement Project, State Project No. SR2SL-5419(037)
2. The address of said owner is 44933 North Fern Avenue, Lancaster, California 93534.
3. The location of said public improvement is as follows: PWCP 18-003 Cole Middle School and Tierra Bonita Elementary School Pedestrian Improvement Project. See Exhibit 'A' attached hereto and made a part hereof.
4. On March 27, 2018, a contract was entered into with R.C. Becker and Son, Inc., for the construction, installation, and completion of the above-described public improvement and work, and filed for record in the office of the City Clerk of the City of Lancaster.
5. The work was completed on December 12, 2018, by said company according to the plans and specifications and to the satisfaction of the Development Services Director, and was accepted by the City on February 26, 2019. That upon said contract Fidelity and Deposit Company of Maryland was surety for the bond given by the said company as required by law.

ATTEST:

DATED this ____ day of _____, 20__
CITY OF LANCASTER

BRITT AVRIT, MMC
City Clerk
City of Lancaster

BY: _____
JEFF HOGAN
Development Services Director

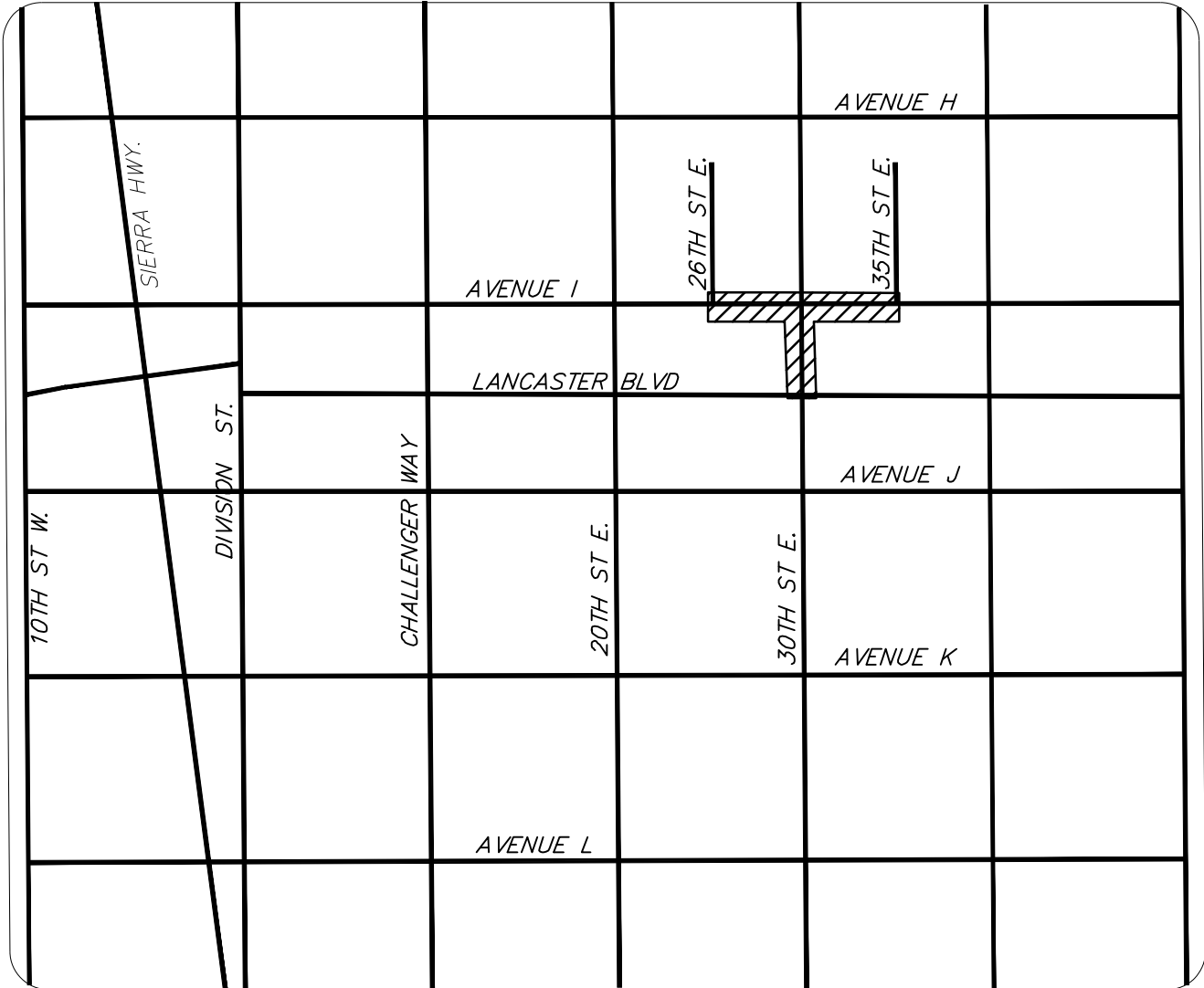
I certify (or declare) under penalty of perjury that the foregoing is true and correct.

DATE

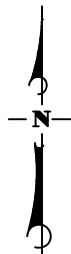
SIGNATURE

PLACE OF EXECUTION

CITY OF LANCASTER
PUBLIC WORKS CONSTRUCTION PROJECT NO. 18-003
COLE MIDDLE SCHOOL AND TIERRA BONITA
ELEMENTARY SCHOOL IMPROVEMENTS
SR2SL-5419(037)



PROJECT LIMITS: 



VICINITY MAP
N.T.S.

STAFF REPORT
City of Lancaster

CC 5
02/26/19
JC

Date: February 26, 2019

To: Mayor Parris and City Council Members

From: Jeff Hogan, Development Services Director

Subject: **Tax Sharing Resolution for Proposed Annexation No. 14-431 into Los Angeles County Sanitation District No. 14**

Recommendation:

Adopt the Tax Sharing Resolution for proposed Annexation No. 14-431 into Los Angeles County Sanitation District No. 14.

Fiscal Impact:

None.

Background:

The property owners within Annexation No. 14-431 are requesting sewer service for their properties. Before sewer service can be provided, the properties must first be annexed into Los Angeles County Sanitation District No. 14. Additionally, before annexations may be approved, the agencies already providing services to the sites must negotiate reallocation of the ad valorem taxes for the property being annexed.

Los Angeles County Sanitation District No. 14 submitted a written request that the City of Lancaster consider a joint resolution, which will reallocate the ad valorem tax revenues generated by the properties within the proposed annexation. This tax sharing resolution will provide Los Angeles County Sanitation District No. 14 with property tax revenues from the properties proposed for annexation into the District.

AT:gb

Attachment:

Joint Resolution of the Board of Supervisors



COUNTY SANITATION DISTRICTS OF LOS ANGELES COUNTY

1955 Workman Mill Road, Whittier, CA 90601-1400
Mailing Address: P.O. Box 4998, Whittier, CA 90607-4998
Telephone: (562) 699-7411, FAX: (562) 699-5422
www.lacsd.org

GRACE ROBINSON HYDE
Chief Engineer and General Manager

January 4, 2019

General Annexation File

Ms. Michelle Cantrell, City Engineer
City of Lancaster
44933 North Fern Avenue
Lancaster, CA 93534

Dear Ms. Cantrell:

Tax Sharing Resolutions

Thank you for signing and returning the last joint resolutions that were submitted to your office for tax sharing purposes.

Enclosed, in triplicate, is a Joint Tax Sharing Resolution (resolution) involving your city and others. The applicant has requested, in writing, annexation of his property into the County Sanitation District No. 14 (District) in order to receive off-site disposal of sewage. Please see the table below for the annexation and its associated project. The annexation process requires that a resolution for property tax revenue exchange be adopted by all the affected local agencies before an annexation may be approved. For any jurisdictional change which will result in a special district providing new service not previously provided to an area, the law requires the governing bodies of all local agencies that receive an apportionment of the property tax from the area to determine by resolution the amount of the annual tax increment to be transferred to the special district (Revenue and Taxation Code Section 99.01). Please note that by sharing the property tax increment with the District resulting from this annexation, your city will not lose any existing ad valorem tax revenue it currently receives from the affected territory. Your city would only be giving up a portion of the revenues it would receive on increased assessed valuation.

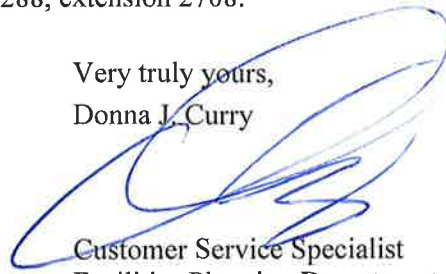
<u>Annexation No.</u>	<u>Type of Project</u>
14-431	one proposed car wash (tunnel, recycling)

Also, attached for the annexation is a copy of the applicable worksheet and map showing the location of the annexation. The worksheet lists the annual tax increment to be exchanged between your city, other affected taxing entities, and the District. The tax sharing ratios listed in the worksheet were calculated by the County Auditor Controller by specific Tax Rate Area (TRA). For example, if the annexing territory were to lie within two separate TRAs, there would be a worksheet for each TRA. The Los Angeles County Chief Executive Office (CEO) is requiring the District to implement the worksheet for all District annexations in order to increase efficiency for the calculation of property tax sharing ratios.

The resolution is being distributed to all parties for signature in counterpart. Therefore, you will only be receiving a signature page for your city. Enclosed are three sets of the resolution. One set of the resolution is for your files and the other two sets of the resolution need to be returned to the District. Please execute the two sets of the resolution and return them to the undersigned within 60 days as required by the Government Code. In addition, the County CEO's legal counsel is also requesting that the signature pages be properly executed from all affected agencies. Therefore, please have the Attest line signed by the appropriate person. Upon completion of the annexation process, your office will receive a fully executed copy of the tax sharing resolution for your files.

Your continued cooperation in this matter is very much appreciated. If you have any questions, please do not hesitate to call me at (562) 908-4288, extension 2708.

Very truly yours,
Donna J. Curry



Customer Service Specialist
Facilities Planning Department

DC:

Enclosures: 14-431

JOINT RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES
ACTING IN BEHALF OF

Los Angeles County General Fund

Los Angeles County Library

Los Angeles County Consolidated Fire Protection District

THE BOARD OF DIRECTORS OF COUNTY SANITATION DISTRICT NO. 14 OF LOS ANGELES
COUNTY, AND THE GOVERNING BODIES OF

Antelope Valley Cemetery District

Antelope Valley Mosquito & Vector Control District

Antelope Valley Resource Conservation District

City of Lancaster

Antelope Valley - East Kern Water Agency

APPROVING AND ACCEPTING NEGOTIATED EXCHANGE OF PROPERTY TAX REVENUES
RESULTING FROM ANNEXATION TO COUNTY SANITATION DISTRICT NO. 14.

"ANNEXATION NO. 431"

WHEREAS, pursuant to Section 99 and 99.01 of the Revenue and Taxation Code, prior to the effective date of any jurisdictional change which will result in a special district providing a new service, the governing bodies of all local agencies that receive an apportionment of the property tax from the area must determine the amount of property tax revenues from the annual tax increment to be exchanged between the affected agencies and approve and accept the negotiated exchange of property tax revenues by resolution; and

WHEREAS, the governing bodies of the agencies signatory hereto have made determinations of the amount of property tax revenues from the annual tax increments to be exchanged as a result of the annexation to County Sanitation District No. 14 entitled *Annexation No. 431*;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The negotiated exchange of property tax revenues resulting from the annexation of territory to County Sanitation District No. 14 in the annexation entitled *Annexation No. 431* is approved and accepted.

2. For each fiscal year commencing on and after July 1, 2018 or after the effective date of this jurisdictional change, whichever is later, the County Auditor shall transfer to County Sanitation District No. 14 a total of 0.3459816 percent of the annual tax increment attributable to the land area encompassed within *Annexation No. 431* as shown on the attached Worksheet.

3. No additional transfer of property tax revenues shall be made from any other tax agencies to County Sanitation District No. 14 as a result of annexation entitled *Annexation No. 431*.

4. No transfer of property tax increments from properties within a community redevelopment project, which are legally committed to a Community Redevelopment Agency, shall be made during the period that such tax increment is legally committed for repayment of the redevelopment project costs.

5. If at any time after the effective date of this resolution, the calculations used herein to determine initial property tax transfers or the data used to perform those calculations are found to be incorrect thus producing an improper or inaccurate property tax transfer, the property tax transfer shall be recalculated and the corrected transfer shall be implemented for the next fiscal year.

The foregoing resolution was adopted by the Board of Supervisors of the County of Los Angeles, the Board of Directors of County Sanitation District No. 14 of Los Angeles County, and the governing bodies of Antelope Valley Cemetery District, Antelope Valley Mosquito & Vector Control District, Antelope Valley Resource Conservation District, City of Lancaster, and Antelope Valley - East Kern Water Agency, signatory hereto.

CITY OF LANCASTER

SIGNATURE

ATTEST:

PRINT NAME AND TITLE

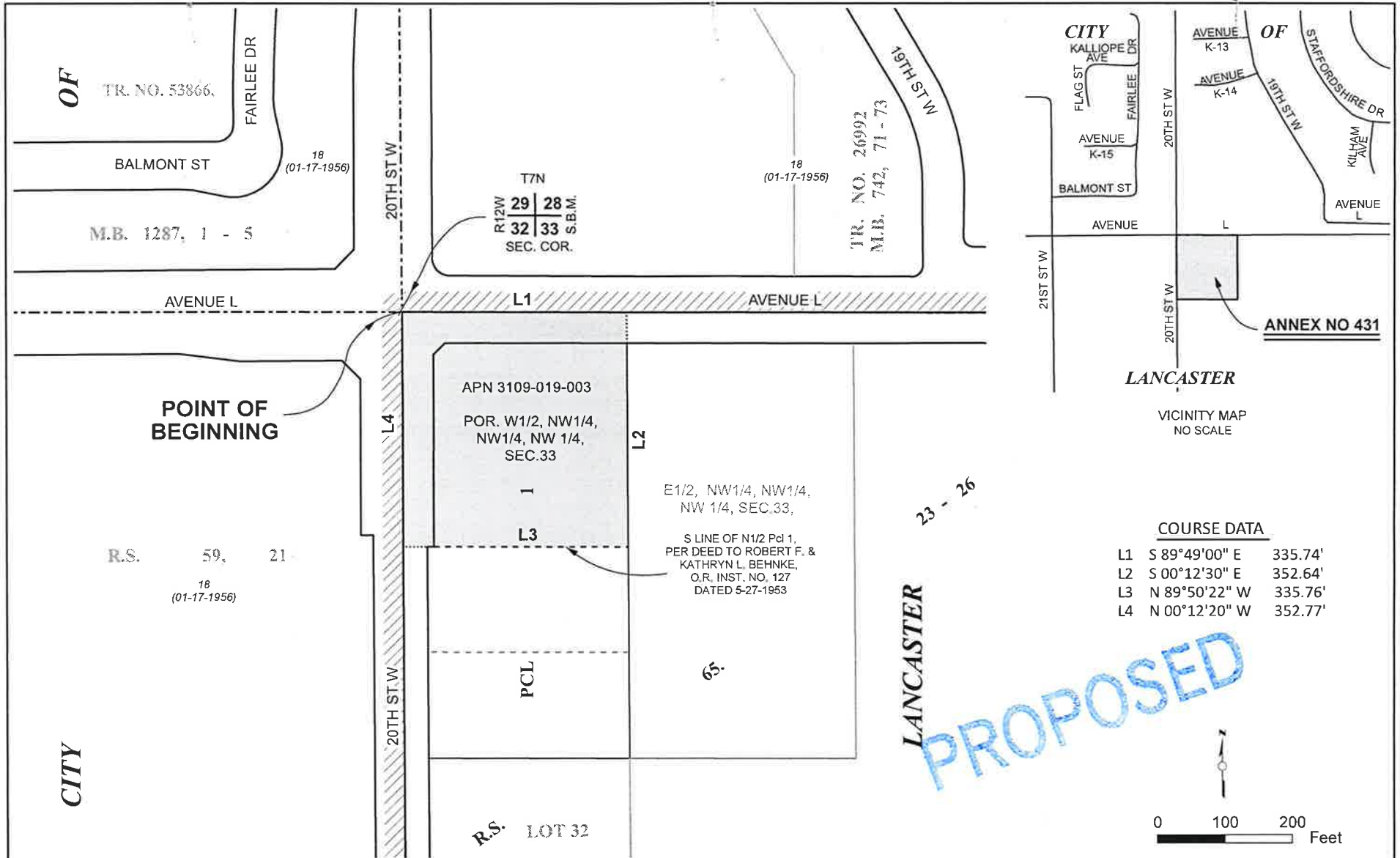
Secretary

Date


(SIGNED IN COUNTERPART)


ANNEXATION TO: CO.SANITATION DIST.NO 14 DEBT S.
 ACCOUNT NUMBER: 066.45
 TRA: 09917
 EFFECTIVE DATE: 07/01/2019
 ANNEXATION NUMBER: 431 PROJECT NAME: A-14-431
 DISTRICT SHARE: 0.006289754


ACCOUNT #	TAXING AGENCY	CURRENT TAX SHARE	PERCENT	PROPOSED DIST SHARE	ALLOCATED SHARE	ADJUSTMENTS	NET SHARE
001.05	LOS ANGELES COUNTY GENERAL	0.253135856	25.3145 %	0.006289754	0.001592173	-0.001633080	0.251502776
001.20	L.A. COUNTY ACCUM CAP OUTLAY	0.000115829	0.0115 %	0.006289754	0.000000728	0.000000000	0.000115829
003.01	L A COUNTY LIBRARY	0.023789216	2.3789 %	0.006289754	0.000149628	-0.000149628	0.023639588
007.30	CONSOL. FIRE PRO.DIST.OF L.A.CO.	0.177844246	17.7844 %	0.006289754	0.001118596	-0.001118596	0.176725650
007.31	L A C FIRE-FFW	0.006388144	0.6388 %	0.006289754	0.000040179	0.000000000	0.006388144
053.30	ANTELOPE VY CEMETERY DISTRICT	0.001385046	0.1385 %	0.006289754	0.000008711	-0.000008711	0.001376335
061.05	ANTELOPE VLY MOSQ & VECTOR CONTR	0.001040901	0.1040 %	0.006289754	0.000006547	-0.000006547	0.001034354
068.05	ANTELOPE VY RESOURCE CONSER DIST	0.000958411	0.0958 %	0.006289754	0.000006028	-0.000006028	0.000952383
186.01	CITY-LANCASTER TD #1	0.065982093	6.5982 %	0.006289754	0.000415011	-0.000415011	0.065567082
300.10	ANTELOPE VY.-EAST KERN WATER AGY	0.019430964	1.9430 %	0.006289754	0.000122215	-0.000122215	0.019308749
400.00	EDUCATIONAL REV AUGMENTATION FD	0.062756920	6.2756 %	0.006289754	0.000394725	EXEMPT	0.062756920
400.01	EDUCATIONAL AUG FD IMPOUND	0.132856426	13.2856 %	0.006289754	0.000835634	EXEMPT	0.132856426
400.15	COUNTY SCHOOL SERVICES	0.001437082	0.1437 %	0.006289754	0.000009038	EXEMPT	0.001437082
400.21	CHILDREN'S INSTIL TUITION FUND	0.002852353	0.2852 %	0.006289754	0.000017940	EXEMPT	0.002852353
689.01	WESTSIDE UNION SCHOOL DISTRICT	0.065050793	6.5050 %	0.006289754	0.000409153	EXEMPT	0.065050793
689.06	CO.SCH.SERV.FD.- WESTSIDE UNION	0.008403623	0.8403 %	0.006289754	0.000052856	EXEMPT	0.008403623
689.07	DEV CTR HDCPD MINOR WESTSIDE UN	0.000874735	0.0874 %	0.006289754	0.000005501	EXEMPT	0.000874735
717.02	ANTELOPE VALLEY UNION HIGH SCH.	0.099193033	9.9193 %	0.006289754	0.000623899	EXEMPT	0.099193033
717.06	CO.SCH.SERV.FD.- ANTELOPE VALLEY	0.000364536	0.0364 %	0.006289754	0.000002292	EXEMPT	0.000364536





PROPOSED

Annexation No. 431 shown thus 

Boundary of Sanitation District No. 14 prior to Annexation No. 431 shown thus 

City Boundary 

Prior Annexations shown thus 

Area of Annexation  2.719 Acres

ANNEX. NO. (RECORDING DATE)

COUNTY SANITATION DISTRICT NO. 14
 OF LOS ANGELES COUNTY, CA
 OFFICE OF CHIEF ENGINEER
 GRACE ROBINSON HYDE
 CHIEF ENGINEER & GENERAL MANAGER

ANNEXATION NO. 431
 TO
 COUNTY SANITATION DISTRICT NO. 14

Recorded:

LA County Assessor Landbase 2017,
 CAMS Centerline, DPIW City boundary
 LA County Sanitation Districts:
 AnnexationLayer and District Layer

STAFF REPORT
City of Lancaster

CC 6
02/26/19
JC

Date: February 26, 2019
To: Mayor Parris and City Council Members
From: Britt Avrit, MMC, City Clerk
Subject: **Consideration of adoption of Ordinance No. 1055**

Recommendation:

Adopt **Ordinance No. 1055**, amending section 11.08.130 of the Lancaster Municipal Code, establishing the fine and penalty amount for violations of Chapter 11.08 relating to rent stabilization in mobilehome parks.

Fiscal Impact:

There will likely be a positive direct fiscal impact associated with administering this ordinance as it will provide a more efficient procedure for the City's enforcement of its mobilehome park rent control laws in the City. Rather than having to pursue civil remedies and/or criminal penalties against park owners, this ordinance will allow the City to impose administrative fines and penalties for violations of the City's mobilehome park rent control laws.

Background:

The purpose of Ordinance 1055 is to provide a more efficient procedure for the City's enforcement of its mobilehome park rent control laws. The proposed ordinance will, in addition to the already-existing authority for civil and criminal remedies, add authority for the City to issue administrative citations and penalties for violations of Chapter 11.08.

At the February 12, 2019 City Council meeting, the City Council approved the introduction of Ordinance No. 1055 by the following vote:

AYES: Council Members Malhi, Underwood-Jacobs, Vice Mayor Crist, Mayor Parris
NOES: None
ABSTAIN: None
ABSENT: Mann

Attachment:

Ordinance No. 1055

ORDINANCE NO. 1055

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LANCASTER, CALIFORNIA, AMENDING SECTION 11.08.130 OF THE LANCASTER MUNICIPAL CODE ESTABLISHING THE FINE AND PENALTY AMOUNT FOR VIOLATIONS OF CHAPTER 11.08 RELATING TO RENT STABILIZATION IN MOBILEHOME PARKS

WHEREAS, the City Council ("City Council") of the City of Lancaster ("City") adopted Ordinance No. 927, which added Chapter 11.08 of the City's Municipal Code relating to rent stabilization in mobilehome parks in the City;

WHEREAS, Ordinance No. 927 specifically added Section 11.08.130 of the City's Municipal Code, which established civil and criminal penalties for violations of Chapter 11.08;

WHEREAS, the City Council is authorized by Section 7 of Article XI of the Constitution of the State of California and California Government Code Section 53069.4(a)(1) to establish by ordinance a fine and/or administrative penalty amount for violations of Chapter 11.08 pursuant to the procedures set forth in Chapter 9.48 of the City's Municipal Code; and

WHEREAS, the City Council now desires to amend Section 11.08.130 to establish the fine and administrative penalty amount for violations of Chapter 11.08.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LANCASTER, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. Section 11.08.130 of the Lancaster Municipal Code is hereby amended to read as follows:

"A. Civil. A park owner who demands or accepts payment of rent in violation of this chapter, shall be liable in a civil action to the homeowner from whom such payment is demanded or accepted for reasonable attorneys fees and costs, plus damages in an amount of five hundred dollars (\$500.00) or three (3) times the amount of the payment demanded or accepted in excess of the rent which could be lawfully charged pursuant to this chapter, whichever is the greater.

B. Criminal. Any park owner violating this chapter shall be guilty of a misdemeanor punishable by a fine of not more than five hundred dollars (\$500.00) or by imprisonment for a period not exceeding six months, or both fine and imprisonment.

C. The city may issue an administrative citation for each violation of this chapter pursuant to the procedures set forth in chapter 9.48; provided, however, that notwithstanding the provisions of subsection 9.48.060(E), the penalty amounts of administrative citations issued for violations of this chapter shall be as follows, which amounts the city council may periodically adjust by resolution:

1. For the first administrative citation, the penalty shall be five hundred dollars (\$500.00) per month during which the park owner demands or accepts payments of rent in violation of this chapter;

2. For the second and any subsequent administrative citation, the penalty shall be one thousand five hundred dollars (\$1,500.00) per month during which the park owner demands or accepts payments of rent in violation of this chapter.

D. The remedies provided herein are not to be construed as exclusive remedies, and in the event of violation, the city may pursue any proceedings or remedies otherwise provided by law. Any administrative citation issued pursuant to this chapter shall not prejudice or adversely affect any other civil, administrative or criminal action that may be brought to correct or abate any violation caused by a park owner under this chapter. A civil or criminal action may be brought concurrently with any other process regarding the same violation.”

Section 2. The Mayor shall sign and the City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same to be published and posted pursuant to the provisions of law in that regard and this Ordinance shall take effect 30 days after adoption.

I, Britt Avrit, MMC, City Clerk of the City of Lancaster, do hereby certify that the foregoing ordinance was regularly introduced and placed upon its first reading on the 12th day of February, 2019, and placed upon its second reading and adopted at a regular meeting of the City Council on the 26th day of February, 2019 by the vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

BRITT AVRIT, MMC
City Clerk
City of Lancaster

R. REX PARRIS
Mayor
City of Lancaster

STATE OF CALIFORNIA }
COUNTY OF LOS ANGELES }ss
CITY OF LANCASTER }

CERTIFICATION OF ORDINANCE
CITY COUNCIL

I, _____, _____ City of
Lancaster, California, do hereby certify that this is a true and correct copy of the original
Ordinance No. 1055, for which the original is on file in my office.

WITNESS MY HAND AND THE SEAL OF THE CITY OF LANCASTER, on this _____
day of _____, _____.

(seal)

STAFF REPORT
California Choice Energy Authority

CCEA NB 1
02/26/19
JC

Date: February 26, 2019

To: Chairman Parris and Agency Directors

From: Jason Caudle, Executive Director

Subject: **Professional Services Agreement for Implementation Support Services**

Recommendations:

- a. Approve Professional Services Agreement for Implementation Support Services with the cities of Baldwin Park, Commerce, Hanford, Palmdale, Pomona, and Santa Paula; and authorize the Executive Director, or his designee, to sign all documents, subject to City Attorney approval and contingent on the respective city execution of the agreement.
- b. Recognize revenue of \$160,000 for each agreement executed into account 491-3601-100 and appropriate a total of \$160,000 to account 491-4250-301 for professional services for each agreement executed.

Fiscal Impact:

The revenue recognized from each of the agreements for CCA Implementation Support Services will be sufficient to cover the expenses of providing those services to the cities.

Background:

California Choice Energy Authority (“CalChoice”) was engaged by the cities of Baldwin Park, Commerce, Hanford, Palmdale, Pomona and Santa Paula to perform technical studies and prepare Implementation Plans for proposed Community Choice Aggregation (“CCA”) programs for their communities. The work was completed and the Implementation Plans were filed with the California Public Utilities Commission (“CPUC”) by December 31, 2018 for certification. CPUC certification is expected by mid-March 2019, which would authorize the cities to launch CCA programs in 2020.

The next step in the process is for the cities to consider engaging CalChoice in providing implementation support services. The cities will be considering this action over the next month, depending on their respective City Council meetings. The Implementation process for CCAs launching in 2020 begins in April 2019, with the year-ahead Resource Adequacy filing.

CalChoice has successfully provided these services to the cities of Pico Rivera, San Jacinto and Rancho Mirage. Each of these cities are Associate Members of CalChoice, operating CCA programs that save their residents and businesses on their electric bills, while providing a cleaner energy product than Southern California Edison.

By approving this recommendation, the CalChoice board is authorizing the Executive Director to enter into an Agreement for Consulting Services with Baldwin Park, Commerce, Hanford, Palmdale, Pomona, and Santa Paula, contingent on the agreement being authorized by the respective City Council, and subject to City Attorney approval.

Attachment:

Professional Services Agreement for Implementation Support Services

JC:bb

AGREEMENT FOR CONSULTING SERVICES

THIS AGREEMENT FOR CONSULTING SERVICES ("**Agreement**") is made and entered into this _____ day of _____, 20__, by and between the CITY OF [CITY], a municipal corporation ("**City**"), and the California Choice Energy Authority, created pursuant to the Joint Exercise of Powers Act (California Gov't. Code §§ 6500 *et seq.*) ("**CalChoice**"). City and CalChoice are sometimes referred to in this Agreement individually as a "**Party**" and collectively as the "**Parties**."

RECITALS

WHEREAS, City desires to be a Community Choice Aggregator ("**CCA**"), as defined at California Public Utilities Code § 331.1, to provide energy to its residents and businesses.

WHEREAS, City desires that CalChoice undertake certain implementation support services.

WHEREAS, CalChoice desires to facilitate access to the professional, technical and other knowledge and expertise of certain CalChoice Members, their employees, contractors and/or consultants in connection with the formation of the City's CCA.

AGREEMENT

NOW, THEREFORE, the parties agree as follows:

1. **Parties.** The parties to this Agreement are the City of [City] and the California Choice Energy Authority ("CalChoice").
2. **Description of Work.** CalChoice shall perform or facilitate the performance of the services set forth in the "Scope of Services and Payment Schedule," attached hereto as Exhibit A and incorporated herein by reference ("**Services**").
3. **Obligations of the City of [City].** [City] shall pay CalChoice an amount not to exceed \$160,000 for the Services. [City] will be invoiced ten equal payments of \$16,000 beginning in the month of _____ 2019 and ending the month of _____ of 2020. Payments shall be due thirty (30) days after the CalChoice invoice is submitted to [City].
4. **Obligations of the CalChoice.** CalChoice 's Board of Directors or its designee shall determine which CalChoice members, their employees, contractors and/or consultants shall perform the Services as required by this Agreement.
5. **Term: Termination.** The term of this Agreement shall commence on _____ and terminate upon the completion of Services and final payment therefor, or upon the termination of the Agreement as set forth herein. Either party may terminate this Agreement at any time without cause by giving thirty (30) days written notice to the other party of such termination and specifying the effective

date thereof. In the event of termination of this Agreement, CalChoice will be paid on a prorated basis for work completed and/or in progress at the time of issuance of such termination notice.

6. **Indemnification.** [City] agrees to indemnify, defend and hold harmless CalChoice, its board of directors, officers, members, contractors, consultants and members' employees, contractors and/or consultants (collectively, for purposes of this provision, "Indemnified Parties") from and against any and all claims, losses, obligations, or liabilities whatsoever, including reasonable attorney's fees, incurred in or in any manner arising out of or related to this Agreement and/or the work to be performed in the formation of the City's CCA pursuant to this Agreement, except where caused by the sole active negligence or willful misconduct of the Indemnified Parties.

7. **Ownership of Documents.** All reports, studies and other documents that are prepared by CalChoice, its employees, contractors and/or consultants in the course of performing the work required by this Agreement, that are specific to [City]'s CCA, shall be the property of [City].

8. **Data Provided to CALCHOICE.** [City] shall provide to CalChoice all data, including reports, records and other information, in [City]'s possession, or cause to be provided data not in [City]'s possession, which may facilitate the timely performance of the work described in the Scope of Services.

9. **Notices.** Any notice or communication required or permitted under this Agreement shall be sufficiently given if delivered in person or by certified mail, return receipt requested, and addressed as listed below. All notices required by this Agreement are effective on the day of receipt, unless otherwise indicated herein.

CALCHOICE

Jason Caudle, Executive Director
California Choice Energy Authority
c/o City of Lancaster
44933 North Fern Avenue
Lancaster, California 93534

CITY

_____, City Manager
City of [City]
Address
[City], CA XXXXX

10. **Resolution of Disputes.** Disputes regarding the interpretation or application of any provision of this Agreement shall, to the extent reasonably feasible, be resolved through good faith negotiations between the parties.

11. **Severability.** If any provision of this Agreement is held to be invalid or unenforceable for any reason, the remaining provisions will continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision will be deemed to be written, construed, and enforced as so limited.

12. **Amendment.** Any amendment, modification, or variation from the terms of this Agreement shall be in writing and shall be effective only upon mutual written approval by CalChoice and the City.

13. **Governing Law.** This Agreement shall be construed in accordance with the laws of the State of California.

14. **Exhibits.** The following exhibit to which reference is made in this Agreement is deemed incorporated herein in its entirety:

Exhibit "A" Scope of Services and Payment Schedule

15. **Effective Date; Counterparts.** This Agreement may be executed in counterparts by all parties and shall become effective and binding upon the parties at such time as all of the signatories hereto have signed the original or a counterpart original of this Agreement. Each such counterpart shall constitute an original and all such counterparts so executed shall constitute one Agreement, binding upon all of the parties thereto, notwithstanding that all of the parties are not a signatory to the original or the same counterpart. Each counterpart shall have the same force and effect as if all such signatures were contained in one instrument. A facsimile copy shall be considered an original for the purposes of this Agreement. Facsimile or e-mail transmissions shall be deemed effective as originals.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed and attested by their respective officers thereunto duly authorized.

[Signatures begin on following page]

CITY OF [CITY]
[CITY], CALIFORNIA

By: _____

-

_____, City Manager

Dated: _____

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

CALIFORNIA CHOICE ENERGY AUTHORITY

By: _____

Jason Caudle, Executive Director

Dated: _____

ATTEST:

Lancaster City Clerk / CalChoice Secretary

APPROVED AS TO FORM:

Lancaster City Attorney /
Counsel for CalChoice Board of Directors

EXHIBIT "A"

SCOPE OF SERVICES AND PAYMENT SCHEDULE

1) General CCA Implementation Support

- a. Represent CCA in implementation efforts
 - i. Coordination with SCE and data manager through testing and launch
 - ii. Coordination with data manager and call center operator in development of scripts, terms & conditions
 - iii. Coordinate with [City] staff on development of marketing and notification materials
- b. Preparation of all Southern California Edison Forms and Agreements in support of CCA implementation
- c. Prepare for and participate in City Council meetings, providing technical support during key discussions and decision making
- d. Coordination with pertinent jurisdictional regulatory agencies: to the extent that jurisdictional regulatory agencies have questions regarding applicable reports/submittals and/or general questions regarding CCA operations.
- e. Participate in discussions/meetings with key customer accounts, providing technical expertise related to rates, resource planning, power supply and anticipated environmental impacts; and
- f. General as-needed advisory services

2) Power Supply and Services Contracting - Supplier Selection and Contracting

- a. Develop a detailed load forecast utilizing recent SCE customer information for all eligible customers
- b. Determine desired energy and capacity quantities, which would supply aggregate customer requirements, including anticipated participation in default and voluntary retail service options
- c. Prepare draft solicitation materials, including a Request for Proposals/Offer document and related bid workbooks (which will provide an organized, uniform framework for bidder responses), to support the procurement of necessary energy and capacity products as well as scheduling coordinator services
- d. Prepare draft solicitation materials, including a Request for Proposals/Offer document and related bid workbooks to support the procurement of necessary data management services
- e. Assist the City in developing and finalizing form transaction documents for desired products and services
- f. Evaluate offers received in response to the aforementioned solicitation processes and assist the City in selecting the preferred supplier(s) of such products and services
- g. In conjunction with the City's selected legal counsel, support contract negotiation for desired products and services
- h. Support "go/no-go" decision to launch the CCA program based on final power supply prices and then-current SCE retail electric rates
- i. Perform necessary coordinative activities with the City's selected supplier(s) during startup

3) CCA Program Development

- a. Prepare a draft NEM tariff, including applicable tariff language and sample customer impact analyses
- b. Prepare a draft FIT, including applicable project eligibility criteria, pricing schedules and an appropriate power purchase agreement (which will be developed in conjunction with the City's designated power contracting counsel)
- c. Coordinate with the City's selected data management services provider to ensure the effective implementation of NEM rates and related bill calculations
- d. Coordinate with the City's selected Qualified Reporting Entity to ensure that energy production from FIT projects is appropriately communicated to and tracked within the Western Renewable Energy Generation Information System ("WREGIS")

4) Regulatory Registrations and Compliance Systems

- a. Prepare a regulatory compliance calendar and reporting matrix to ensure that management has a thorough understanding of currently applicable technical reporting requirements and related submittal deadlines
- b. Prepare load forecast and related filings to ensure compliance with California's resource adequacy program
- c. Assist in completing requisite registration materials to become a WREGIS account holder — a WREGIS account will be necessary to track and report on renewable energy purchases for purposes of complying with California's Renewables Portfolio Standard program and substantiating procurement of renewable energy, generally speaking
- d. Assist in becoming a candidate Congestion Revenue Rights ("CRR") holder with the California Independent System Operator ("CAISO") — CRRs may help mitigate certain financial risks and reduce costs associated with energy delivery within the CAISO market
- e. Assist in preparing requisite customer cost comparisons, which indicate the cost comparative cost impact of taking service with the CCA program relative to SCE, and prospective power source disclosures

5) Rate Setting

- a. Develop preliminary and final revenue requirements for the first year of program operation
- b. Prepare preliminary and final rate schedules for the first year of program operation
- c. Prepare CCA/SCE cost comparisons to ensure an understanding of anticipated customer cost impacts

Total Costs for Implementation Support Work \$160,000.00

Ten equal payments of 16,000 will be invoiced at the end of each month beginning with the month of {Insert Month Here}. Payment will be due within 30 days.

STAFF REPORT
City of Lancaster

PH 1
02/26/19
JC

Date: February 26, 2019

To: Mayor Parris and City Council Members

From: Lee D’Errico, Chief of Police/Public Safety Director
Jocelyn Corbett, Assistant City Attorney

Subject: **Amendment to Title 9 of the Lancaster Municipal Code Relating to Human Trafficking and Other Unlawful Activities and Conditions at Motels and Hotels**

Recommendation:

Introduce **Ordinance No. 1056**, amending Title 9 (Public Peace, Morals and Welfare) of the Lancaster Municipal Code by adding Chapter 9.50 (Human Trafficking and Nuisance Motels), relating to human trafficking and other unlawful nuisance activity and conditions at motels and hotels.

Fiscal Impact:

Negligible. Staff time spent on enforcement efforts should be offset by the administrative fines established in the Ordinance.

Background:

In 2018, the Mayor and City Council directed staff to prepare an ordinance to address the unlawful use of motels in the City for purposes of human trafficking, particularly sex trafficking of minors.

City staff and members of the Criminal Justice Commission discussed the proposed ordinance over several meetings. An ad hoc committee was formed to allow for a more detailed analysis of the matter. The committee met with members of Los Angeles Sheriff’s Department’s (LASD) anti-human trafficking bureau, who provided valuable insight into the issues related to human trafficking, and made recommendations concerning the draft ordinance. The members of the anti-human trafficking team also offered to conduct a training session for motel and hotel owners, operators and employees, to help them identify behaviors and physical characteristics that may be signs of illegal trafficking.

A notice of the anti-human trafficking training session was mailed to the owners and operators of all of the motels and hotels located in the City, inviting them to attend the training session and to bring their employees.

The training session was held on November 27, 2018. Regrettably, representatives from just two of the 22 motels and hotels attended the session. Nonetheless, the training was very informative and the attendees were interested and engaged. The anti-human trafficking team provided a pamphlet from the Department of Homeland Security, which was specifically created for the hospitality industry and which included additional information about the signs of possible human trafficking that may be seen at motels and hotels. City staff provided the attendees with a copy of the draft ordinance and apprised them of their obligations pursuant to the ordinance as well as existing state laws.

Staff brought the draft Ordinance back to the Criminal Justice Commission at its January meeting. The seven Commissioners voted unanimously to recommend that City Council adopt the Ordinance.

The Ordinance is the result of numerous discussions between City staff, the Criminal Justice Commission, and members of the LASD anti-human trafficking bureau. It expressly declares that it is an unlawful public nuisance for any responsible person, as defined in the Ordinance, to directly or indirectly maintain or permit the use of a motel or hotel for the purpose of human trafficking, sex trafficking, and several other unlawful activities. It states that any motel or hotel at which such a public nuisance occurs is deemed a nuisance motel, subject to abatement.

The Ordinance further provides that every motel or hotel owner, operator, manager and employee is responsible for preventing use of the motel for human trafficking and other illegal activities. It sets forth various indicators of such activity, and states that a person who suspects such activity must notify the Lancaster Sheriff's Station and/or the City's Public Safety Department.

The Ordinance further sets forth registration requirements, prohibits hourly room rentals, and other basic operational regulations designed to help deter human trafficking and identify possible perpetrators.

Finally, the Ordinance establishes an administrative citation program related to nuisance motels or hotels, setting a \$1,000 penalty for a first violation and \$5,000 for subsequent violations. It further expressly reserves the City's right to utilize all other legal remedies to abate a nuisance motel, including criminal proceedings, business license suspension or revocation, and civil injunctive relief pursuant to the California Red Light Abatement Law (California Penal Code §§11225 et seq.), which allows for closing the premises for up to one year and obtaining a civil penalty of up to \$25,000.

Should City Council ultimately adopt the Ordinance, City staff will issue copies of the Homeland Security pamphlet, a copy of the Ordinance and the anti-human trafficking training video to each motel and hotel prior to commencing enforcement of the Ordinance. It is staff's hope to enlist the cooperation of motel and hotel owners and operators in taking proactive steps to deter human trafficking and sex trafficking. But for those who are indifferent to the matter, staff believes the Ordinance will provide a powerful incentive to fulfill their legal and moral obligations.

Attachment:

Ordinance No. 1056

Homeland Security pamphlet

ORDINANCE NO. 1056

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LANCASTER, CALIFORNIA, AMENDING TITLE 9 (PUBLIC PEACE, MORALS AND WELFARE) OF THE LANCASTER MUNICIPAL CODE BY ADDING CHAPTER 9.50 (HUMAN TRAFFICKING AND NUISANCE MOTELS), RELATING TO HUMAN TRAFFICKING AND OTHER UNLAWFUL NUISANCE ACTIVITY AND CONDITIONS AT MOTELS AND HOTELS

WHEREAS, the City Council of the City of Lancaster finds and declares its commitment to sustain and protect the health, safety and welfare of the citizens of the City of Lancaster; and

WHEREAS, the City Council further finds and declares that motels and hotels are often used for human trafficking, including the sex trafficking of minors; and

WHEREAS, the City Council further finds and declares that motels and hotels are often also used for illegal drug activity and other criminal acts, which may require a response by numerous law enforcement personnel; and

WHEREAS, the City Council further finds and declares that motel and hotel owners and operators must be proactive in recognizing the possible indicators of human trafficking and other illegal activity; and

WHEREAS, the City Council further finds and declares that the City of Lancaster intends to utilize all available legal remedies under California law to hold motel and hotel owners and operators responsible for sex trafficking and other illegal activity that occurs at their premises; and

WHEREAS, it is further the intent of the City Council to authorize the City of Lancaster to deter motel and hotel owners and operators from directly or indirectly allowing their premises to be used for sex trafficking and other illegal activity by assessing administrative penalties against such persons;

THE CITY COUNCIL OF THE CITY OF LANCASTER, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. Lancaster Municipal Code Title 9 is hereby amended by adding Chapter 9.50, as follows:

9.50.010 Title.

This chapter shall be known as the city of Lancaster's Human Trafficking and Nuisance Motels ordinance.

9.50.020 Definitions.

For the purposes of this chapter, the following words shall have the meanings respectively ascribed to them in this section:

“City” means the city of Lancaster.

“Code” means the Lancaster Municipal Code.

“City Manager” means the City Manager of the City of Lancaster and his or her designee(s).

“Enforcing officer” means and includes any Los Angeles County Sheriff’s deputy, Lancaster public safety officer, Lancaster community services officer, Lancaster code enforcement officer, and any other public officer or employee designated by the City Manager who shall be authorized to enforce the provisions of this chapter and to issue administrative citations in accordance with this chapter.

“Guest room” means one or more habitable rooms with facilities for sleeping and sanitation and which may or may not contain a kitchen, kitchenette, cooking facilities or cooking appliances.

“Human trafficking” means the deprivation or violation of the personal liberty of another, as more particularly described in section 236.1(h)(3) of the California Penal Code, and includes the act of causing, inducing or persuading a minor to engage in any sex act, as more particularly described in section 236.1(c) of the California Penal Code. For purposes of this chapter, “sex trafficking” and “human trafficking” may be used interchangeably.

“Motel” means and includes any structure, or any portion of a structure, containing one or more furnished guest rooms, as defined herein, which are rented, occupied, designed, intended to be used, or used as temporary sleeping or lodging accommodations for one or more persons. For purposes of this chapter, “motel” also includes a hotel, inn, motor lodge, hostel, bed and breakfast, and other similar structures.

“Operator” means a person who is proprietor of a motel, as defined herein, whether in the capacity of owner, lessee, sub-lessee, licensee, or any other capacity. Where the operator performs his or her functions through an on-site or off-site manager, the manager shall also be deemed an operator for the purposes of this chapter, and shall have the same duties and liabilities as his or her principal.

“Owner” means and includes any person, as defined herein, having legal title to a motel in the city, including all persons shown as owners on the last equalized assessment roll of the Los Angeles County Assessor’s Office. Owners include persons with powers of attorney, executors of estates, trustees, or who are court appointed administrators, conservators, guardians or receivers.

“Person” as used in this chapter, means and includes any individual, partnership of any kind, corporation, limited liability company, association, joint venture or other organization or entity, however formed, as well as trustees, heirs, executors, administrators, or assigns, or any combination of such persons.

“Responsible person” for purposes of this chapter, means any motel owner, operator and/or manager. The actions or inactions of a responsible person’s employee, agent, or representative may be attributed to that responsible person.

9.50.030 Human trafficking; drug activity; public nuisance.

A. The city council finds and declares that it constitutes an unlawful public nuisance for any person to:

1. Directly or indirectly maintain or permit the use of a motel for the purpose of human trafficking, sex trafficking, prostitution, lewdness or illegal gambling, as set forth in California Penal Code sections 11225 et seq.;
2. Directly or indirectly maintain or permit the use of a motel for the purpose of selling, storing, serving, manufacturing, cultivating, or giving away any controlled substance, precursor, or analog, as set forth in California Health and Safety Code sections 11570 et seq.;
3. Allow, cause, create, maintain or permit any other public nuisance, as set forth in Lancaster Municipal Code chapter 8.28.

B. Any motel at which a nuisance occurs or is present, as set forth in subsection A of this section, constitutes a nuisance motel, subject to abatement.

9.50.040 Prevention of use of motel for human trafficking, drug activity or other illegal activity.

A. Every owner, operator, manager and/or employee shall be responsible for preventing the use of the motel for human trafficking, drug activity or other illegal activities. Evidence of a person or persons using or intending to use the motel or motel room for human trafficking or drug activity depends on the totality of the circumstances, however, indicators of such illegal activity may include, but are not limited to, the following:

- i. Attempting to rent a room for less than twelve (12) hours, or leaving after only a few hours;
- ii. Paying with cash to avoid a paper trail;
- iii. Attempting to rent a room without presenting valid identification;
- iv. Reserving multiple rooms at once;
- v. Reserving a room for extended periods of time, but bringing few or no possessions;
- vi. A guest who appears malnourished or physically abused;
- vii. A guest who is dressed inappropriately for his/her age;
- viii. Frequent guests coming and going;
- ix. Frequent vehicles coming and going;
- x. The smell of marijuana, chemicals and/or other unusual odors coming from a room or rooms.

B. An owner, operator, manager and/or employee who suspects human trafficking, drug activity or other illegal activity may be intended or occurring shall notify the Los Angeles County Sheriff's Department, Lancaster Station, and the Lancaster Public Safety Department.

9.50.050 Prohibition against hourly room rental.

No person shall rent or permit to rent any motel room on an hourly basis. A motel room shall not be rented more than once within a calendar day.

9.50.060 Registration requirements.

A. Every owner, operator, manager and/or employee of any motel shall keep a register containing the name and address of each guest. No owner, operator, manager and/or employee of any motel shall rent or assign a motel room to any person without verifying that the guest has valid photo identification and has accurately and legibly completed the register with the information that corresponds to the identification presented by the guest. The register shall also include the date and time of arrival of each guest and the number or other identifying symbol of the room assigned or rented, and the date and time the guest departs. All registers shall be maintained for a period of three (3) years from the date of entry. No person shall alter, deface or erase any entry in a register so as to make the information illegible or unintelligible.

B. No person shall provide any false information, register under a fictitious name, or show or use a forged, altered or counterfeit identification when procuring a motel room. The owner, operator, manager and/or employee shall be responsible for verifying the authenticity of the identification used by the person renting the motel room.

C. Inspection of motels and motel registers may be made at any reasonable hour by any enforcing officer for the purpose of confirming compliance with the provisions of this chapter. If permission to inspect is refused or cannot be obtained, the City Manager or his/her designee shall have recourse to every remedy provided by law to secure lawful entry and inspect the premises and register, including but not limited to securing an inspection warrant pursuant to California Code of Civil Procedure sections 1822.50 through 1822.57; provided, however, that if the City Manager or his/her designee has reasonable cause to believe that a motel or any room or portion thereof is so hazardous, unsafe or dangerous as to require immediate inspection to safeguard the public health or safety, the City Manager or his/her designee shall have the right to immediately enter and inspect said motel or room or portion thereof and may use any reasonable means required to effect the entry and make an inspection.

9.50.070 Violation; penalty.

It is unlawful for any responsible person, as defined in this chapter, to violate any provision of this chapter. Any responsible person violating a provision of this chapter shall be guilty of a misdemeanor.

9.50.080 Administrative Citations.

A. Any enforcing officer, as defined in this chapter, may issue an administrative citation to a person when the officer has determined, through personal observation or after undertaking standard law enforcement investigatory actions, that the person is a responsible person, as defined in this chapter, who directly or indirectly allowed or maintained a nuisance motel.

B. Within five (5) days after issuance of a citation, an officer shall submit a copy of the citation and a written statement of facts to the City Manager. Alternatively, the officer may elect to submit the written statement of facts to the City Manager, who may then issue the citation.

C. An administrative citation may be personally given to the responsible person, or the responsible person may be served by first class mail to an address which is either: (i) indicated on any form of identification presented to the officer, or (ii) discovered by the officer during the course of his or her standard law enforcement investigatory actions. The date a citation is placed in a U.S. Postal Service mail receptacle shall be the date of service. A declaration of service shall be made by the person mailing the administrative citation showing the date and manner of service by mail and reciting the name and address of the citation addressee. Failure of any responsible person to receive an administrative citation by mail shall not invalidate any citation issued pursuant to this chapter.

D. The citation shall be in a City-approved format, and shall include the following information:

1. The date, location and approximate time of the activity or condition that caused the motel to be a nuisance motel;
2. A brief description of the activity, conduct, or condition at the location that constituted an unlawful nuisance as set forth in section 9.50.030 of this chapter;
3. A statement describing the right to appeal the citation;
4. A statement advising that the fine shall be paid to the City within thirty (30) days from the date of the administrative citation, procedure for payment, and the consequences of failure to pay.

E. The penalty amounts of administrative citations issued pursuant to this chapter shall be as follows:

1. For the first administrative citation, the penalty shall be one thousand dollars (\$1,000.00);
2. For the second and any subsequent administrative citation, the penalty shall be five thousand dollars (\$5,000.00).

F. The failure of any person to pay a penalty assessed by administrative citation within the time specified on the citation constitutes a debt to the city, which may be collected in accordance with Chapter 1.16 of this Code or in any other manner allowable by law.

9.50.090 Right of appeal from an administrative citation.

A. A person who has been issued an administrative citation pursuant to this chapter may contest the citation by filing a written appeal on a City-approved form with the City Manager within ten (10) calendar days from the date of the citation. The basis for the appeal must be specified in detail on the appeal form. There shall be no filing fee for the appeal, however, a deposit in the amount of the citation must be paid at the time the appeal is filed. If the citation is dismissed as a result of the appeal hearing, the deposit shall be returned to the appellant within thirty (30) days from the date of the written appeal decision.

B. Failure of the City Manager to receive a timely appeal constitutes a waiver of the right to contest a citation; in this event, the citation is final and binding.

C. As soon as practicable after a timely appeal is filed, the City Manager shall fix a date, time and place for a hearing. The hearing shall be conducted by an independent and impartial hearing officer. Written notice of the time and place for the hearing shall be served by first class mail, at the return address indicated on the appeal form, at least ten (10) calendar days prior to the date of the hearing.

D. An appellant may request, in writing, that the City Manager reschedule the hearing if the request is made at least twenty-four (24) hours prior to the hearing. The City Manager shall grant one continuance of the hearing date.

E. Failure of an appellant to appear at the scheduled hearing shall constitute the appellant's waiver of the right to appeal and a forfeiture of the citation amount deposited at the time the appeal was filed.

F. Appeal hearings are informal, and formal rules of evidence and discovery do not apply. The City bears the burden of proof to establish, by a preponderance of evidence, that the appellant allowed or maintained a nuisance motel. The officer issuing the administrative citation and/or submitting the written statement of facts shall not be required to appear at the hearing. The hearing officer shall accept testimony by declaration under penalty of perjury relating to the commission of the offense, as set forth in the issuing officer's statement of facts, and shall consider any other relevant evidence concerning the commission of the offense that the City Manager may present at the hearing. The hearing officer shall also take the testimony of the appellant, and/or his or her witnesses, and will consider any other credible relevant rebuttal evidence the appellant may wish to present. The appellant may represent himself or herself or be represented by anyone of his or her choice, including counsel, at his or her sole expense. The appellant may bring an interpreter to the hearing at his or her sole expense.

G. The hearing officer shall make findings based on the record of the hearing, and shall prepare a written decision, based on those findings, to either uphold or dismiss the citation. A copy of the written decision shall be served on the appellant by first class mail within ten (10) days after the hearing. If the citation is dismissed, the City shall refund the amount of the citation deposit to the appellant within thirty (30) days from the date of the decision.

H. The decision of the hearing officer is final and conclusive, subject only to review by the superior court in accordance with the time limits set forth in Government Code Section 53069.4 and/or Code of Civil Procedure Section 1094.6.

9.50.100 Remedies not exclusive.

A. Any administrative citation pursuant to this chapter shall not prejudice or adversely affect any other civil, administrative or criminal action that may be brought to abate a nuisance motel or to seek compensation for damages suffered. A criminal or civil action may be brought concurrently with any other process regarding the same violation.

B. A nuisance motel may be abated in accordance with the provisions set forth in California Penal Code sections 11225 et seq., California Health and Safety Code sections 11570 et seq., or utilizing any other civil, judicial or equitable remedy available to the city.

C. A nuisance motel may be abated through the revocation or suspension of the owner's or operator's business license, in accordance with the provisions set forth in sections 5.04.070 through 5.04.110 of this Code.

9.50.110 Severability.

If any section, subsection, paragraph, sentence, clause or phrase of this chapter is declared by a court of competent jurisdiction to be unconstitutional or otherwise invalid, such decision shall not affect the validity of the remaining portions of this chapter. The City Council declares that it would have adopted this chapter, and each section, subsection, sentence, clause, phrase or portion thereof, irrespective of the fact that any one or more sections, subsections, phrases, or portions be declared invalid or unconstitutional.

Section 2. That the City Clerk shall certify to the passage of this Ordinance and will see that it is published and posted in the manner required by law.

I, Britt Avrit, MMC, City Clerk of the City of Lancaster, do hereby certify that the foregoing ordinance was regularly introduced and placed upon its first reading on the 26th day of February, 2019, and placed upon its second reading and adoption at a regular meeting of the City Council on the _____ day of _____, 2019 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

BRITT AVRIT, MMC
City Clerk
City of Lancaster

R. REX PARRIS
Mayor
City of Lancaster

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss
CITY OF LANCASTER)

CERTIFICATION OF ORDINANCE
CITY COUNCIL

I, _____, _____ City of Lancaster, California, do hereby certify that this is a true and correct copy of the original Ordinance No. 1056, for which the original is on file in my office.

WITNESS MY HAND AND THE SEAL OF THE CITY OF LANCASTER, on this _____ day of _____, _____.

(seal)



HOSPITALITY

TOOLKIT

Who We Are

The Blue Campaign is the unified voice for the U.S. Department of Homeland Security's (DHS) efforts to combat human trafficking. Working with law enforcement, government, and non-governmental and private organizations, the Blue Campaign strives to protect the basic right of freedom and bring those who exploit human lives to justice.

What's Inside?

This **toolkit** offers tips and resources that can help you inform and educate your employees about human trafficking.

It includes **posters** of human trafficking warning signs for four groups of employee:

- Hotel and Motel Staff
- Housekeeping, Maintenance and Room Staff
- Concierge, Bellman, Front Desk, Security and Valet Staff
- Food and Beverage Staff

These posters can be displayed in common areas of your business where employees congregate (such as staff break, laundry and maintenance rooms).

What is Human Trafficking?

Human trafficking is modern-day slavery and involves the use of force, fraud or coercion to obtain labor or commercial sex. Every year, millions of men, women and children are trafficked in countries around the world, including the United States.

There are different types of human trafficking:

- **Sex Trafficking**

Victims of sex trafficking are manipulated or forced to engage in sex acts for someone else's commercial gain. Sex trafficking is not prostitution.

Anyone under the age of 18 engaging in commercial sex is considered to be a victim of human trafficking. **No exceptions.**

- **Forced Labor**

Victims of forced labor are compelled to work for little or no pay, often manufacturing or growing the products we use and consume every day.

- **Domestic Servitude**

Victims of domestic servitude are forced to work in isolation and are hidden in plain sight as nannies, housekeepers or domestic help.

Human trafficking and the hospitality industry

Traffickers often take advantage of the privacy and anonymity offered by the hospitality industry. They can operate discreetly because staff and guests may not know the signs of human trafficking.

You may have employees who are victims of forced labor. If a third party applied for a position on behalf of an individual or if employees are not receiving their own paychecks, these could be signs of human trafficking.

Hotels and motels are also major locations where traffickers force sex trafficking victims to provide commercial sex to paying customers. Victims may be forced to stay at a hotel or motel where customers come to them, or they are required to go to rooms rented out by the customers.

What actions can I take at my business to help stop human trafficking?

You play a significant role in helping to stop this terrible crime by:

- Knowing the signs of human trafficking.
- Designing a plan of action to respond to reports of human trafficking in your business.
- Partnering with agencies that provide services to victims of human trafficking. In the case of lodging, consider offering vouchers to victims. Immediate housing for victims plays a vital role in beginning a victim's healing process.
- Providing employee training to help them understand and identify signs of human trafficking.
- Distributing and posting the fact sheets in this kit to your employees.



SIGNS OF HUMAN TRAFFICKING

For **Hotel** and **Motel** Staff

Hotel and motel employees are often in the best position to see potential signs of human trafficking, especially since your duties give you access to different areas of the properties. You may also have direct or indirect contact with both traffickers and victims.

GENERAL INDICATORS

- Individuals show signs of fear, anxiety, tension, submission, and/or nervousness.
- Individuals show signs of physical abuse, restraint, and/or confinement.
- Individuals exhibit evidence of verbal threats, emotional abuse, and/or being treated in a demeaning way.
- Individuals show signs of malnourishment, poor hygiene, fatigue, sleep deprivation, untreated illness, injuries, and/or unusual behavior.
- Individuals lack freedom of movement or are constantly monitored.
- Individuals avoid eye contact and interaction with others.
- Individuals have no control over or possession of money or ID.
- Individuals dress inappropriately for their age or have lower quality clothing compared to others in their party.
- Individuals have few or no personal items—such as no luggage or other bags.
- Individuals appear to be with a significantly older “boyfriend” or in the company of older males.
- A group of girls appears to be traveling with an older female or male.
- A group of males or females with identical tattoos in similar locations. This may indicate “branding” by a trafficker.

Each indicator alone may not necessarily mean a person is being trafficked.

WHAT TO DO IF YOU SUSPECT HUMAN TRAFFICKING

- ⊗ Do not at any time attempt to confront a suspected trafficker directly or alert a victim to your suspicions.
- ! Call 9-1-1 for emergency situations—threats of violence, physical assault, emergency medical needs, etc.
- 🗨️ Follow your corporate protocol, such as by notifying management and security.
- 📞 Call 1-866-DHS-2-ICE (1-866-347-2423) to report suspicious criminal activity to federal law enforcement. Highly trained specialists take reports from both the public and law enforcement agencies. Submit a tip at www.ice.gov/tips.
- 📞 To get help from the National Human Trafficking Resource Center (NHTRC), call 1-888-373-7888 or text HELP or INFO to BeFree (233733).



SIGNS OF HUMAN TRAFFICKING

For **Housekeeping, Maintenance, and Room Service Staff**

Housekeeping, maintenance, and room service staff typically have the most access to guest rooms where signs of human trafficking may be apparent. By being conscious of human trafficking indicators, you can help identify possible human trafficking activities and victims.

GENERAL INDICATORS

- “Do Not Disturb” sign used constantly.
- Requests room or housekeeping services (additional towels, new linens, etc.), but denies hotel/motel staff entry into room.
- Refusal of cleaning services for multiple days.
- Excessive amounts of cash in a room.
- Smell of bodily fluids and musk.
- Presence of multiple computers, cell phones, pagers, credit card swipes, or other technology.
- The same person reserving multiple rooms.
- Individuals leaving room infrequently, not at all, or at odd hours.
- Children’s items or clothing are present but no child registered with the room.
- Individuals loitering in hallways or appearing to monitor the area.
- Excessive amounts of alcohol or illegal drugs in rooms.
- Evidence of pornography.
- Minors left alone in room for long periods of time.
- Excessive number of people staying in a room.
- Extended stay with few or no personal possessions.
- Provocative clothing and shoes.
- Constant flow of men into a room at all hours.
- Excessive amounts of sex paraphernalia in rooms (condoms, lubricant, lotion, etc.).
- Rooms stocked with merchandise, luggage, mail packages, and purses/wallets with different names.

Each indicator alone may not necessarily mean a person is being trafficked.

WHAT TO DO IF YOU SUSPECT HUMAN TRAFFICKING

- ❌ Do not at any time attempt to confront a suspected trafficker directly or alert a victim to your suspicions.
- ! Call 9-1-1 for emergency situations—threats of violence, physical assault, emergency medical needs, etc.
- 🗨️ Follow your corporate protocol, such as by notifying management and security.
- 📞 Call 1-866-DHS-2-ICE (1-866-347-2423) to report suspicious criminal activity to federal law enforcement. Highly trained specialists take reports from both the public and law enforcement agencies. Submit a tip at www.ice.gov/tips.
- 📞 To get help from the National Human Trafficking Resource Center (NHTRC), call 1-888-373-7888 or text HELP or INFO to BeFree (233733).



SIGNS OF HUMAN TRAFFICKING

For Concierge, Bellman, Front Desk, Security, and Valet Staff

Concierge, bellman, front desk, security, and valet staff are typically the first to see guests when they enter the hotel. When checking in or requesting hotel amenities, a guest may exhibit behavior indicating human trafficking.

GENERAL INDICATORS

- Patrons checking into room appear distressed or injured.
- The same person reserving multiple rooms.
- Few or no personal items when checking in.
- Room paid for with cash or pre-loaded credit card.
- Excessive use of hotel computers for adult oriented or sexually explicit websites.
- Patrons not forthcoming about full names, home address or vehicle information when registering.
- Minor taking on adult roles or behaving older than actual age (paying bills, requesting services).
- Patron appears with a minor that he or she did not come with originally.
- Rentals of pornography when children are staying in the room.
- Individuals dropped off at the hotel or visit repeatedly over a period of time.
- Individuals leaving room infrequently, not at all, or at odd hours.
- Minor with a patron late night or during school hours (and not on vacation).
- Individuals checking into room have no identification.
- Room is rented hourly, less than a day, or for long-term stay that does not appear normal.
- Patrons request information or access to adult services or sex industry.
- Room rented has fewer beds than patrons.
- Individuals selling items to or begging from patrons or staff.
- Individuals enter/exit through the side or rear entrances, instead of the lobby.
- Car in parking lot regularly parked backward, so the license plate is not visible.

Each indicator alone may not necessarily mean a person is being trafficked.

WHAT TO DO IF YOU SUSPECT HUMAN TRAFFICKING

- ⊗ Do not at any time attempt to confront a suspected trafficker directly or alert a victim to your suspicions.
- ! Call 9-1-1 for emergency situations—threats of violence, physical assault, emergency medical needs, etc.
- 🗨️ Follow your corporate protocol, such as by notifying management and security.
- 📞 Call 1-866-DHS-2-ICE (1-866-347-2423) to report suspicious criminal activity to federal law enforcement. Highly trained specialists take reports from both the public and law enforcement agencies. Submit a tip at www.ice.gov/tips.
- 📞 To get help from the National Human Trafficking Resource Center (NHTRC), call 1-888-373-7888 or text HELP or INFO to BeFree (233733).



SIGNS OF HUMAN TRAFFICKING

For **Food** and **Beverage** Staff

Food and beverage staff may have access to a guest's room or see them using the hotel restaurant or bar. Be conscious of these signs indicating a guest may be a victim of human trafficking.

GENERAL INDICATORS

- Patron entertaining a minor at the bar or restaurant that he/she did not come in with originally.
- Patron claims to be an adult although appearance suggests he/she is a minor.
- Individuals loitering and soliciting male patrons.
- Individuals waiting at a table or bar and picked up by a male (trafficker or customer).
- Individuals asking staff or patrons for food or money.
- Individuals taking cash or receipts left on tables.

Each indicator alone may not necessarily mean a person is being trafficked.

WHAT TO DO IF YOU SUSPECT HUMAN TRAFFICKING

- ❌ Do not at any time attempt to confront a suspected trafficker directly or alert a victim to your suspicions.
- ! Call 9-1-1 for emergency situations—threats of violence, physical assault, emergency medical needs, etc.
- 🗨️ Follow your corporate protocol, such as by notifying management and security.
- 👮 Call 1-866-DHS-2-ICE (1-866-347-2423) to report suspicious criminal activity to federal law enforcement. Highly trained specialists take reports from both the public and law enforcement agencies. Submit a tip at www.ice.gov/tips.
- 📞 To get help from the National Human Trafficking Resource Center (NHTRC), call 1-888-373-7888 or text HELP or INFO to BeFree (233733).



CODE OF CONDUCT AND ETHICS FOR APPOINTED OFFICIALS

Adopted by the Lancaster City Council
Date Approved –

PREAMBLE

All citizens and businesses of Lancaster are entitled to have fair, ethical and accountable local government, which has earned the public's full confidence for integrity. In keeping with the City of Lancaster's commitment to excellence, the effective functioning of democratic government, therefore, requires that:

- Public officials both elected and appointed, comply with both the letter and spirit of the laws and policies affecting the operations of government; and
- Public officials be independent, impartial and fair in their judgment and actions; and
- Public office be used for public good, not for personal gain; and
- Public deliberations and processes be conducted openly, unless legally confidential, in an atmosphere of respect and civility.

This Code of Conduct and Ethics, as adopted by the Lancaster City Council, pertains to members of the City's Commissions, Boards and to those vendors doing business with our City, to assure public confidence in the integrity of local government and its effective and fair operation.

1. ACTS IN THE PUBLIC INTEREST

Members of the City's Commissions and Boards will work for the common good of the people of Lancaster and not for any private or personal interest, and they will assure fair and equal treatment of all persons, claims and transactions coming before the Lancaster City Council, Commissions and Boards.

2. COMPLY WITH THE LAW

Members of the City's Commissions and Boards shall comply with the laws of the United States of America, the State of California and the City of Lancaster in the performance of their public duties. These laws include but are not limited to: the United States and California codes and constitutions, Fair Political Practices laws and regulations pertaining to conflicts of interest, election campaigns, financial disclosures, employer responsibilities and open processes of government and adopted City ordinances and policies.

3. CONDUCT OF MEMBERS

The professional and personal conduct of Members of the City's Commissions and Boards must be above reproach and avoid even the appearance of impropriety. These Members shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other members of the City Council, Commissions and Boards, the public at large and City staff.

4. RESPECT FOR PROCESS

Members of the City's Commissions and Boards shall perform their duties in accordance with the processes and rules of order established by the City Council, Commissions and Boards; these processes and rules of order should be implemented in a manner that encourages meaningful involvement of the public and promotes the implementation of policy decisions of the City Council by City staff.

5. CONDUCT OF PUBLIC MEETINGS

Members of the City's Commissions and Boards shall prepare themselves for public meetings, listen courteously and attentively to all public discussions before the body and focus on the business at hand. They shall refrain from interrupting other speakers, making personal comments not germane to the business of the body or otherwise interfering with the orderly conduct of meetings.

6. DECISIONS BASED ON MERIT

Members of the City's Commissions and Boards shall base their decisions on the merits and substance of the matter at hand, rather than on unrelated considerations.

7. COMMUNICATION

Members of the City's Commissions and Boards shall publicly share substantive information that is relevant to a matter under consideration by the City Council, Commissions and Boards, which they may have received from all sources outside of the public decision-making process.

8. CONFLICT OF INTEREST

In order to assure their independence and impartiality on behalf of the common good, Members of the City's Commissions and Boards shall not use their official positions to influence government decisions in which they have a material financial interest or where they have an organizational responsibility or personal relationship, which may give the appearance of a conflict of interest.

In accordance with the applicable laws and regulations, Members of the City's Commissions and Boards shall disclose investments, interests in real property, sources of income, and gifts, and they shall abstain from participating in deliberations and decision-making where conflicts may exist.

9. GIFTS AND FAVORS

Members of the City's Commissions and Boards shall refrain from accepting any gifts, favors or promises of future benefits which might compromise their independence of judgment or action or give the appearance of being compromised.

10. CONFIDENTIAL INFORMATION

Members of the City's Commissions and Boards shall respect the confidentiality of information concerning property, personnel or affairs of the City. They shall neither disclose confidential information without proper legal authorization, nor use such information to advance their personal, financial or private interests.

11. USE OF PUBLIC RESOURCES

Members of the City's Commissions and Boards shall not use public resources unavailable to the public in general such as City staff time, equipment, supplies or facilities, for private gain or personal uses.

12. REPRESENTATION OF PUBLIC INTERESTS

In keeping with their role as stewards of the public interest, Members of the City's Commissions and Boards will work for the common good of the people of Lancaster and they will assure fair and equal treatment of all persons, claims and transactions coming before the Lancaster City Council, Commissions and Boards.

13. ADVOCACY

Members of the City's Commissions and Boards shall represent the official policies or positions of the City Council, Commissions and Boards, to the best of their ability, when designated as delegates for this purpose. When presenting their individual opinions and/or positions, members shall explicitly state they are not representing their body or the City of Lancaster, nor will they allow any inference of such representation.

14. POLICY ROLE OF MEMBERS

Members of the City's Commissions and Boards shall respect and adhere to the Council-Manager structure of Lancaster City government as outlined by the Lancaster Municipal Code. In this structure, the City Council determines the policies of the City, with the advice, information and analysis provided by the public, Commissions, Boards and City staff.

Except as provided by the City Municipal Code, Members of the City's Commissions and Boards shall not interfere with the administrative functions of the City or the professional duties of City staff, nor shall they impair the ability of staff to implement Council policy decisions.

15. INDEPENDENCE OF BOARDS AND COMMISSIONS

Because of the value of the independent advice from Commissions and Boards to the public decision-making process, Members of the City's Commissions and Boards should never leave themselves open to influence from members of the City Council. Likewise, City Council members should refrain from using their position to unduly influence the deliberations or outcomes of Commission and Board proceedings.

16. POSITIVE WORK PLACE ENVIRONMENT

Members of the City's Commissions and Boards shall support the maintenance of a positive and constructive workplace for City employees and for the citizens and the businesses dealing with the City. Members of the City's Commissions and Boards shall recognize their special role in their dealings with City employees to in no way create the perception of inappropriate direction to staff.

17. IMPLEMENTATION

This Lancaster Code of Conduct and Ethics is intended to be self-enforcing and is an expression of standards of conduct for Members of the City's Commissions and Boards expected by the City. It therefore becomes most effective when Members of the City's Commissions and Boards are thoroughly familiar with it and embrace its provisions.

For this reason, ethical standards shall be included in the regular orientations for applicants to the City's Commissions and Boards and newly elected and appointed officials. Members of the City's Commissions and Boards entering office shall sign a statement affirming they have read and understand the Lancaster Code of Conduct and Ethics. This Code of Conduct and Ethics shall be reviewed periodically by the Commissions and Boards, and the City Council shall consider recommendations from Commissions and Boards and update as necessary.

18. COMPLIANCE AND ENFORCEMENT

The Mayor, and chairs of Commissions and Boards have the additional responsibility to intervene when actions of Members that appear to be in violation of the Code of Conduct and Ethics are brought to their attention. The City Council may impose sanctions on Members whose conduct does not comply with the City's ethical standards, such as reprimand, formal censure, loss of seniority or committee assignment or budget restriction. Under the City's Municipal Code, the City Council may also remove Members of Commissions and Boards from office. A violation of this Code of Conduct and Ethics shall not be a basis for challenging the validity of a Council, Commission or Board decision.



**CODE OF CONDUCT AND ETHICS
FOR APPOINTED OFFICIALS**

STATEMENT OF COMMITMENT

As a member of a Lancaster appointed Commission or Board, I have reviewed and agree to uphold the Code of Conduct and Ethics for appointed officials adopted by the Lancaster City Council and conduct myself by the following model of behavior.

I will:

- Recognize the worth of individual members and appreciate their individual talents, perspective and contributions.
- Help create an atmosphere of respect and civility where individual members, city staff and the public are free to express their ideas and work to their full potential.
- Conduct my personal and public affairs with honesty, integrity, fairness and respect for others.
- Respect the dignity and privacy of individuals and organizations.
- Keep the common good as my highest purpose and focus on achieving constructive solutions for the public benefit.
- Avoid and discourage conduct which is divisive or harmful to the best interest of Lancaster.
- Treat all people with whom I come in contact in the way I wish to be treated.
- Before I speak or act, I will ask myself the following questions:
 - Is it the truth?
 - Is it fair to all concerned?
 - Will it build goodwill and better the community?

I affirm that I have read and that I understand, accept and support the City of Lancaster Code of Conduct and Ethics.

Board or Commission: _____

Position: _____ **Date:** _____

Print Name: _____

Signature: _____

**MEMORANDUM
CITY OF LANCASTER, CA**

TO: Mayor Parris and City Council Members

FROM: Vice Mayor Marvin Crist
Council Angela Underwood-Jacobs

DATE: February 26, 2019

SUBJECT: **Report on the Activities of the Board of Directors for the Antelope Valley Transit Authority**

Recommendation:

Receive a report of the proceedings and issues discussed at the November regular Board of Directors meeting of the Antelope Valley Transit Authority (AVTA).

Background:

The Antelope Valley Transit Authority is a distinct government entity created under a joint powers authority agreement between the City of Lancaster, the City of Palmdale, and Los Angeles County that provides public transit services. Vice Mayor Marvin Crist serves as the Chairman and Council Member Angela Underwood-Jacobs serves as a Director on the AVTA Board for the City of Lancaster. Council Member Raj Malhi serves as an Alternate Director.

The following significant events took place at the regular November Board meeting:

Present: Chairman Marvin Crist
Vice Chair Dianne Knippel
Director Angela Underwood-Jacobs
Director Michelle Flanagan
Director Juan Carrillo
Director Steve Hofbauer

Draft audited financial statements and Single Audit of Federal Awards for the year ended June 30, 2018.

Approved the draft audited financial statements and Single Audit Report of Federal Awards for the year ended June 30, 2018.

Approved (6-0-0-0)

Contract #2019-18 for Strategic Plan and Integrated Transportation in the Antelope Valley.

Authorized the Executive Director/CEO to negotiate and execute Contract #2019-18 for Strategic Plan and Integrated Transportation in the Antelope Valley to Stantec Consulting Services, Inc., Los Angeles, CA, for an amount not to exceed \$250,000.

Approved (6-0-0-0)

Amended Classification and Salary Schedule.

Approved a title addition, Senior Accountant, effective immediately.

Approved (6-0-0-0)

Upgrade Avail Router.

Authorized the Executive Director/CEO to enter into a sole source agreement with Avail Technologies, Inc. for \$213,373 to upgrade the cellular routers to the 4G network.

Approved (6-0-0-0)