



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

**Tuesday**

**March 10, 2020**

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, March 6, 2020

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 Darrell Dorris

Council Member/Agency Director/Authority Member Raj Malhi

Council Member/Agency Director/Authority Member Ken Mann

***Housing Authority***

Deputy Mayor/Chair Kitty Kit Yee Szeto

Vice Chair Marvin Crist

Deputy Mayor/Authority Member Cassandra Harvey

Authority Member Raj Malhi

Authority Member Ken Mann

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**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 and submitted *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 unless a different time limit is announced.*

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, unless a different time limit is announced, 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: Dorris, Malhi, Mann; Vice Mayor/Vice Chair Crist, Mayor/Chair Parris

**ROLL CALL**

Housing Authority Members: Harvey, Malhi, Mann; Vice Chair Crist; Chair Szeto

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**PRESENTATIONS**

1. Presentation of Certificate of Recognition by LA County Office of Supervisor Kathryn Barger to City of Lancaster for the Urgent Care Partnership.

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**HOUSING AUTHORITY ACTIONS**

**NEW BUSINESS**

**HA NB 1.** Assignment and Subordination for Next Phase of Kesington Campus Development.

Recommendation:

- a. Approve the assignment of Phase 4 of Kensington Campus from InSite Development, LLC to No More Lemons, LP; and authorize the Executive Director, or his designee, to finalize and execute all related documents.
- b. Approve the subordination of the Lancaster Housing Authority's right of reverter and deed of trust in connection with the existing Disposition and Development Agreement with InSite Development, LLC dated November 15, 2017 to allow for construction of Phase 4 of Kensington Campus; and authorize the Executive Director, or his designee, to finalize and execute all related documents.

The proposed assignment and subordination will allow InSite to proceed with the next phase of development on Kensington Campus. Phase 4 will consist of 50 units of housing for individuals experiencing homelessness. The assignment from InSite Development to No More Lemons, LP, together with subordination of the Authority's existing right of reverter and deed of trust, will allow InSite to obtain the private-sector financing they need to begin construction on Phase 4. To date, 50 people have moved into the completed phases of Kensington Campus's permanent supportive housing. Fifty additional units are already under construction, with an anticipated move-in date beginning today through April 2020. Construction of Phase 4 will allow InSite and the Authority to address the needs of 50 additional individuals in need in our community.

**COUNCIL ACTIONS**

**MINUTES**

**M 1.** Approve the City Council/Successor Agency/Financing/ Power/ California Choice Energy Authority Regular Meeting Minutes of February 25, 2020.

**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 February 1, 2020, through February 15, 2020 in the amount of \$1,326,555.42.

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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.** Adopt **Resolution No. 20-07**, a resolution of the City Council of the City of Lancaster, California, approving the adoption of the 2019 update to the Antelope Valley Integrated Regional Water Management Plan

In May 2006, the City of Lancaster and ten other public agencies undertook the development of a broadly supported integrated regional water management plan to address regional water supply needs, protect and improve water quality, and provide flood management within the entire Antelope Valley Region between then and 2035. The consensus was to develop this water resource management plan consistent with the State sponsored Integrated Regional Water Management (IRWM) Program that makes grant funds available to support sound regional water management. As a result, the Regional Water Management Group (RWMG) was formed in accordance with Section 10537 of the California Water Code. This IRWM Plan was completed and adopted in 2007-2008 by all members of the RWMG. The IRWM Plan was updated in 2013, and once again in 2019, to reflect the current conditions in the Region and to comply with the 2016 IRWM Grant Program Guidelines. The 2019 IRWM Plan Update extended the planning horizon through 2040, and contains information to help take action to meet shared objectives for long-term water management for the entire Region. The 2019 AV IRWM Plan Update must now be adopted by all members of the RWMG and Project Sponsors to be eligible for grant funding.

**CC 4.** Award **Public Works Construction Project No. 20-012** Prime Desert Woodland Trails Project Phase III (HT-19-024)

- a. Approve an appropriation in the amount of \$50,000 from Urban Structure Program-Parks fund balance account number 227-2900-000 to capital improvement project account number 227-11GA011-924.
- b. Award Public Works Construction Project No. 20-012, Prime Desert Woodland Trails Project Phase III (HT-19-024), to Bove Contractors, Inc., of Lancaster, California, in the amount of \$367,268.15 plus Additive Alternate Bid Items 8-10 in the amount of \$59,050.35 plus a 5% contingency, to construct approximately 4,218 linear feet of new pedestrian trail at the Prime Desert Woodland Preserve. Authorize the City Manager, or his designee, to sign all documents. This contract is awarded to the lowest responsible bidder per California Public Code Section 22038 (b).

The City of Lancaster purchased a 20.3-acre parcel adjacent to the Prime Desert Woodland Preserve in 2017. In October 2018, staff applied for grant funds from the State of California's Habitat Conservation Fund Program to add trails on the newly acquired acreage. On September 10, 2019, Council accepted the grant award, appropriated grant funds and appropriated the required match. This is the third phase of the construction of decomposed granite trails for the Prime Desert Woodland Preserve. This project is designed to construct additional trails on the recently acquired northwest side of the preserve, extend existing trails, and construct trail bridges.

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**CC 5.** Approve Task Order No. 5 in accordance with the 2018-2020 Multi-Year Professional Services Agreement with Stantec Consulting Services, Inc., of Santa Barbara, California, in the amount of \$258,058 with a 10% contingency; and authorize the City Manager, or his designee, to sign all documents

The 2020 Fall Pavement Management Program is part of the first phase of bond funded road improvement projects. This project will include the design and improvement of twenty-eight (28) lane miles of streets, including Avenue J-8 from 15<sup>th</sup> Street West to 35<sup>th</sup> Street West, Avenue K from 10<sup>th</sup> Street West to Sierra Highway, and Avenue L from 15<sup>th</sup> Street West to 30<sup>th</sup> Street West. To assist with the mapping and design of these road improvement projects, the City intends to award a contract to a Consultant on the Multi-Year Professional Services Agreement Pre-Qualified List under Service Group Category (SGC) 1 – Roadway and Structures Engineering. The Consultant will handle design responsibilities, including mapping, preparing traffic striping and traffic control plans, and preparation of plans, specifications and estimates (PS&E) for construction. During the design phase, the firm will also assist the City in coordinating with local utilities companies and with other capital improvement projects happening in the project areas. Staff anticipates that the design phase of the project will be complete by September 2020. The project would then go for bid award in November 2020, and construction beginning in spring 2021.

**NEW BUSINESS**

**NB 1.** Parks Capital Improvement Update

Recommendation:

Receive and file Parks Capital Improvement Update

**COUNCIL REPORTS**

**CR 1.** Council Reports

**CALIFORNIA CHOICE ENERGY 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.

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**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 unless a different time limit is announced.***

**COUNCIL / AGENCY / AUTHORITY COMMENTS**

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**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. Desert-Candle, LP v. Frontier Homes, LLC, LASC Case No. 20STCV05178
5. Kappler v. Lancaster, LASC 18STCV04990
6. Better Neighborhoods v. Lancaster, LASC BS175020
7. 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
8. Ramos v Patino, LASC Case No. MC027974
9. Lozoya v. City of Lancaster, LASC Case No. 19AVCV00714
10. Johnson v. City of Lancaster, LASC Case No. 19AVCV00824
11. Rahier v. City of Lancaster, LASC Case No. 19AVCV00163

**ADJOURNMENT**

Next Regular Meeting:

**Tuesday, March 24, 2020 - 5:00 p.m.**

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**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.



**STAFF REPORT**  
**Lancaster Housing Authority**

HA NB 1
03/10/20
JC

Date: March 10, 2020

To: Chair Szeto and Authority Members

From: Chenin Dow, Assistant to the City Manager

Subject: **Assignment and Subordination for Next Phase of Kensington Campus Development**

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**Recommendations:**

- a. Approve the assignment of Phase 4 of Kensington Campus from InSite Development, LLC to No More Lemons, LP; and authorize the Executive Director, or his designee, to finalize and execute all related documents.
- b. Approve the subordination of the Lancaster Housing Authority's right of reverter and deed of trust in connection with the existing Disposition and Development Agreement with InSite Development, LLC dated November 15, 2017 to allow for construction of Phase 4 of Kensington Campus; and authorize the Executive Director, or his designee, to finalize and execute all related documents.

**Fiscal Impact:**

None.

**Background:**

In response to the community need to address homelessness, the Lancaster Housing Authority entered into a Disposition and Development Agreement (DDA) with InSite Development on November 15, 2017. Through this DDA, the Authority conveyed property to InSite to construct Kensington Campus.

Upon completion, this innovative 14-acre development will contain 306 beds to serve the needs of our local homeless population. This includes 150 permanent supportive housing units, as well as 156 designated for interim housing.

But Kensington Campus provides far more than housing. The development features on-site wraparound services, designed to provide residents and participants with everything they need to get back on their feet, reintegrate into society, and thrive. A wide range of services including access to health care, mental health services, substance abuse services, job training, wellness programs, and much more are offered at Kensington.

The proposed assignment and subordination will allow InSite to proceed with the next phase of development on Kensington Campus. Phase 4 will consist of 50 units of housing for individuals experiencing homelessness. The assignment from InSite Development to No More Lemons, LP, together with subordination of the Authority's existing right of reverter and deed of trust, will allow InSite to obtain the private-sector financing they need to begin construction on Phase 4.

To date, 50 people have moved into the completed phases of Kensington Campus's permanent supportive housing. Fifty additional units are already under construction, with an anticipated move-in date beginning today through April 2020. Construction of Phase 4 will allow InSite and the Authority to address the needs of 50 additional individuals in need in our community.

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M 1
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**CALL TO ORDER**

Mayor Parris called the meeting of the Lancaster City Council/Successor Agency/Financing/Power/California Choice Energy Authority to order at 5:00 p.m.

**ROLL CALL**

PRESENT: City Council Members /Agency Directors /Authority Members: Dorris, Malhi, Mann, Vice Mayor/Vice Chair Crist; Mayor/Chair Parris

Chair Szeto called the meeting of the Lancaster Housing Authority to order at 5:53 p.m.

**ROLL CALL**

PRESENT: Housing Authority Members: Harvey, Malhi, Mann; Vice Chair Crist; Chair Szeto

**STAFF MEMBERS:**

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

**INVOCATION**

Associate Pastor Al Rossi, Christian Life Assembly

**PLEDGE OF ALLEGIANCE**

Housing Authority Chair Szeto

**PRESENTATIONS**

1. Recognition of Jack Cole and Jeff Souleles, Lance Camper Co-Vice Presidents, for their dedicated service and retirement from Lance Camper  
Presenter: Mayor Parris

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2. Recognition of agencies and individuals who helped with the Owen Memorial Unveiling Ceremony  
Presenter: Mayor Parris
  
3. Jane Reynolds Skate Park Update  
Presenter: Jason Caudle, City Manager
  
4. Robotics Team Presentation  
Presenter: Aerospace Valley Robotics

**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 February 11, 2020, by the following vote: 5-0-0-0; AYES: Dorris, Malhi, Mann, Crist, Parris; NOES: None; ABSTAIN: None; ABSENT: None

Mayor Parris moved this item to this portion of the agenda.

**CA 1. NOMINATED AND APPOINTED HEATHER VARDEN AS DEPUTY MAYOR**

On a motion by Mayor Parris and seconded by Vice Mayor Crist, the City Council/Successor Agency/Financing/Power/California Choice Energy Authority approved the nomination and appointment of Heather Varden as Deputy Mayor, by the following vote: 5-0-0-0; AYES: Dorris, Malhi, Mann, Crist, Parris; NOES: None; ABSTAIN: None; ABSENT: None

**CA 2. NOMINATED AND APPOINTED KERI KNITTEL AS DEPUTY MAYOR**

On a motion by Mayor Parris and seconded by Vice Mayor Crist, the City Council/Successor Agency/Financing/Power/California Choice Energy Authority approved the nomination and appointment of Keri Knittel as Deputy Mayor, by the following vote: 5-0-0-0; AYES: Dorris, Malhi, Mann, Crist, Parris; NOES: None; ABSTAIN: None; ABSENT: None

**CA 3. NOMINATED AND APPOINTED DANIEL TUFTS TO THE PLANNING COMMISSION**

On a motion by Mayor Parris and seconded by Vice Mayor Crist, the City Council/Successor Agency/Financing/Power/California Choice Energy Authority approved the nomination and appointment of Daniel Tufts to the Planning Commission, by the following vote: 5-0-0-0; AYES: Dorris, Malhi, Mann, Crist, Parris; NOES: None; ABSTAIN: None; ABSENT: None

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Mayor Parris administered the Oaths of Office at this time.

Mayor Parris, Council Member Dorris, Council Member Mann left dais at this time.

**HA CONSENT CALENDAR**

On a motion by Authority Member Mann and seconded by Authority Member Harvey, the Lancaster Housing Authority approved the consent calendar, by the following vote: 5-0-0-0; AYES: Harvey, Malhi, Mann, Crist, Szeto; NOES: None; ABSTAIN: None; ABSENT: None

Addressing the city Council on Item No. HACC1:

David Paul-stated he liked proof of savings; housing needs; platform for traditional and non-traditional means for housing and growth; affordable housing for seniors; helping foster youth.

**HA CC1. MULTI-YEAR PROFESSIONAL SERVICE AGREEMENTS**

Approved Multi-Year Professional Service Agreements with each of the prequalified consulting firms on the attached list, and authorized the City Manager, or his designee, to execute all task orders.

**HA NB 1. DISPOSITION STRATEGY FOR PROPERTY ACQUIRED BY THE LANCASTER HOUSING AUTHORITY**

The Housing Manager presented the staff report regarding this item.

On a motion by Vice Chair Crist and seconded by Authority Member Malhi, the Lancaster Housing Authority appropriated \$200,000 from Lancaster Housing Authority Fund Balance Account No. 306-2900-000 to expenditure Account No. 306-4240-301, by the following vote: 5-0-0-0; AYES: Harvey, Malhi, Mann, Crist, Szeto; NOES: None; ABSTAIN: None; ABSENT: None

Mayor Parris, Council Member Dorris and Council Member Mann returned to dais.

**CITY COUNCIL CONSENT CALENDAR**

Item No. CC 4 was removed for separate discussion.

On a motion by Vice Mayor Crist, and seconded by Council Member Mann, the City Council approved the Consent Calendar with the exception of Item No. CC 4, by the

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following vote: 5-0-0-0; AYES: Dorris, Malhi, Mann, Crist, Parris; NOES: None;  
ABSTAIN: None; ABSENT: None.

Addressing the City Council on Item No. CC4:

Fran Sereseres- stated her questions were already answered.

**CCEA CC 1. SECOND AMENDED AND RESTATED BYLAWS OF THE CALIFORNIA CHOICE ENERGY AUTHORITY**

Approved Second Amended and Restated Bylaws of the California Choice Energy Authority, and authorized the Executive Director, or designee, to execute all necessary documents.

**CCEA CC 2. RESOLUTION AUTHORIZING THE CITY OF SANTA BARBARA TO ENTER INTO THE JOINT EXERCISE OF POWERS AGREEMENT FOR THE CALIFORNIA CHOICE ENERGY AUTHORITY AND ADMINISTRATIVE SERVICES AGREEMENT WITH THE CITY OF SANTA BARBARA**

- a. Adopted **Resolution No. CCEA 01-20**, approving and authorizing the City of Santa Barbara to enter into the Joint Exercise of Powers Agreement for the California Choice Energy Authority.
- b. Approved Administrative Services Agreement with the City of Santa Barbara and authorized the Executive Director, or his designee, to sign all documents.

**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 and Wire Registers for January 19, 2020 through February 1, 2020 in the amount of \$6,070,713.26. Approved the Check Registers as presented.

**CC 3. INVESTMENT REPORT**

Accepted and approved the January 2020 Monthly Report of Investments as submitted.

**CC 4. RESOLUTION AUTHORIZING THE LOS ANGELES COUNTY DEVELOPMENT AUTHORITY (LACDA) TO ISSUE BONDS OR NOTES IN AN AMOUNT NOT TO EXCEED \$20,000,000 AND MAKE/OR ACQUIRE MORTGAGE LOANS TO FINANCE THE DEVELOPMENT OF A MULTIFAMILY RENTAL HOUSING PROJECT IN THE CITY OF LANCASTER, CALIFORNIA**

City Attorney and Housing Manager presented staff report on this item.

On a motion by Vice Mayor Crist and seconded by Council Member Malhi, the City Council adopted **Resolution No. 20-06**, authorizing the Los Angeles County Development

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Authority to issue bonds or notes in an amount not to exceed \$20,000,000 and make/or acquire mortgage loans to finance the development of a multifamily rental housing project; and authorized City Manager to execute the interlocal cooperation agreement between the City of Lancaster and the County of Los Angeles, by the following vote: 5-0-0-0; AYES: Dorris, Mann, Malhi, Crist; Parris; NOES: None; ABSTAIN: None; ABSENT: None

**CC 5. ORDINANCE NO. 1072**

Adopted Ordinance No. 1072, amending Chapter 2.38 of the Lancaster Municipal Code abolishing the Lancaster Healthy Community Commission and creating the Antelope Valley Healthy Community Commission.

**NB 1. CAPITAL IMPROVEMENT PROGRAM (CIP) UPDATE**

The Development Services Director along with Capital Engineer presented the update regarding this item.

Discussion among the City Council and staff included discussion of money being allocated eight years ago and taking that long to receive approval from other jurisdiction to begin the projects; also complexity of receiving funds for projects to move forward.

Received and filed the update regarding the Capital Improvement Program (CIP) update.

Mayor Parris requested a recess at this time.

Housing Authority Members Szeto and Harvey left the dais.

Council Meeting reconvened at 6:16 pm.

**CR 1. REPORT ON THE ACTIVITIES OF THE BOARD OF DIRECTORS FOR THE ANTELOPE VALLEY TRANSIT AUTHORITY**

Vice Mayor Crist discussed changing direction of AVTA; not cost effective to send transit to Lake Los Angeles due to only one (1) passenger pickup; looking to use smaller vans and call for service to be more cost effective than sending passenger bus; allow to move more buses into inner streets; discussed increase of use within City by 20,000.

Mayor Parris asked how increase happened.

The AVTA CEO, Macy Neshati discussed increase of use due to rerouting buses. He also discussed installing more electric chargers.

Mayor Parris discussed wanting to know if IBM Watson does a ride program and wanting to incorporate community calendars and bus runs.

**CR 2. COUNCIL REPORTS**

Council Member Mann discussed Destination Lancaster and allowing individuals to

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purchase ad space instead of pulling cost out of Destination Lancaster to drive traffic to Lancaster.

Planning Commissioner Vose discussed planning meeting and being short of some members during meeting. Mayor responded by requesting spreadsheet of attendance for past six (6) months. Vice Mayor Crist asked about policy for Commissioners recusing themselves. Commissioner Vose thanked Mayor for nomination of Daniel Tufts to Planning Commission. He also responded to Vice Mayor Crist's questions in the affirmative stating that there is a briefing for all new members. Vice Mayor Crist asked City Attorney about policy replacing missing commissioners with council members. City Attorney stated that Council Members could not replace planning commissioners in their absence.

Council Member Dorris discussed meeting with Pastors and school district officials in the community regarding school district and new implementations for those students that were absent and suspensions; along with building relationships with teachers and students. He further discussed the need to create a commission around this issue.

Mayor expressed desire to see a functioning high school board.

Council Member Malhi discussed speaking with CEO of Antelope Valley Hospital and the need Measure AV to pass.

Mayor Parris expressed that if Measure AV does not pass then there will not be a hospital in Lancaster; the community is at risk; the current hospital needs to meet California Earthquake standards and can only be remedied by building a new hospital.

**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**

The City Manager discussed upcoming Antelope Valley Board of Trade conference on Friday, February 28, 2020.

**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 items.



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**PUBLIC BUSINESS FROM THE FLOOR - NON-AGENDIZED ITEMS**

Addressing the City Council at this time:

Fran Sereseres thanked the City Council for the skate park. She discussed receiving a lot of positive feedback from kids regarding the skate park.

David Paul discussed the need for a new hospital; importance of having mayors in place; school board issue needing a strong mayor city and take over the school; also wanted to know status of cameras being turned on for public testimony.

Ravin Arnold submitted speaker card but did not come forward.

Latrice Allen discussed just wanting to introduce herself; she is a youth advocate; expressed desire to help with efforts to start a high school board.

**COUNCIL / AGENCY / AUTHORITY COMMENTS**

No comments from the council at this time.

**ADJOURNMENT**

Mayor/Chair Parris adjourned the meeting at 6:55 p.m. and stated the next City Council/Successor Agency/Financing/Power/California Choice Energy Authority meeting will be held on Tuesday, March 10, 2020 at 5:00 p.m.

PASSED, APPROVED and ADOPTED this 10<sup>th</sup> day of March, 2020, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

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ANDREA ALEXANDER  
CITY CLERK

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R. REX PARRIS  
MAYOR/CHAIRMAN

LANCASTER CITY COUNCIL/ SUCCESSOR AGENCY/  
FINANCING/HOUSING/POWER/CALIFORNIA CHOICE ENERGY AUTHORITY  
**MINUTES**  
February 25, 2020

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: March 10, 2020  
To: Mayor Parris and City Council Members  
From: Pam Statsmann, Finance Director  
Subject: **Check Registers – February 1, 2020 through February 15, 2020**

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CC 2
03/10/20
JC

**Recommendation:**

Approve the Check Registers as presented.

**Fiscal Impact:**

\$ 1,326,555.42 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.:	7410279-7410476	\$ 1,026,896.12
ACH/Wire Check Nos.:	101010583-101010591	<u>\$ 299,659.30</u>
		\$ 1,326,555.42
Voided Check No.:	7410300;7410402;7410430;7410440	
Voided ACH/Wire No.:	N/A	

PS:sp

**Attachments:**

Check Register  
ACH/Wire Register

# City of Lancaster Check Register



From Check No.: 101010583 - To Check No.: 101010591  
 From Check Date 02/01/20 - To Check Date: 02/15/20

Printed: 2/24/2020 10:00

Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
101010583	09509	ADP, LLC	ADP FEES-BAR-CODE TIME CLOCKS	5,669.61	101 4220301	5,669.61
			ADP FEES-PE 12/31/19-01/24/20	422.27	101 4220301	422.27
			ADP FEES-PE 01/30/20-01/24/20	3,276.99	101 4220301	3,276.99
			ADP FEES-BAR-CODE TIME CLOCKS	5,732.53	101 4220301	5,732.53
			ADP FEES-PE 01/18/20-01/31/20	697.12	101 4220301	697.12
				<u>15,798.52</u>		<u>15,798.52</u>
101010584	00370	CITY OF LANCASTER/PETTY CASH	PETTY CASH DRAW	380.00	101 1020000	380.00
101010585	04867	CITY OF LANCASTER-PARKS	PETTY CASH-TOURNAMENT	13,500.00	101 1020004	13,500.00
101010586	00370	CITY OF LANCASTER/PETTY CASH	PETTY CASH EXPENSE	80.00	101 4700201	20.00
					101 4700202	25.00
					101 4783202	35.00
				<u>80.00</u>		<u>80.00</u>
101010587	09509	ADP, LLC	ADP FEES-PE 12/31/19-02/07/20	234.29	101 4220301	234.29
			ADP FEES-PE 12/31/19-02/07/20	3,243.75	101 4220301	3,243.75
				<u>3,478.04</u>		<u>3,478.04</u>
101010588	00370	CITY OF LANCASTER/PETTY CASH	PETTY CASH DRAW	600.00	101 1030000	600.00
101010589	D2446	THE BLVD ASSOCIATION	DLPBID FEES-01/01-01/31/20	31,364.98	401 2501100	31,364.98
101010590	09509	ADP, LLC	ADP FEES-PE 02/01/20-02/14/20	970.52	101 4220301	970.52
101010591	A7515	U S BANK	DEBT SVCS DUE 02/15/20	233,487.24	483 4755982	206,279.10
					830 4300908	13,272.68
					830 4300908	13,935.46
				<u>233,487.24</u>		<u>233,487.24</u>

Chk Count 9

Check Report Total 299,659.30

# City of Lancaster Check Register



From Check No.: 7410279 - To Check No.: 7410476  
 From Check Date 02/01/20 - To Check Date: 02/15/20

Printed: 2/24/2020 10:10

Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
7410279	07358	YELLOW BRICK ROAD ENTERTAINMNT	BAL-ZEPPELIN USA-02/08/20	2,755.00	101 2177003	(245.00)
					101 4650318	3,000.00
				<u>2,755.00</u>		<u>2,755.00</u>
7410280	C4026	AMARANT, JEREMY	SCARY SCIENCE PRSNTN-10/19/19	100.00	106 4823251	100.00
7410281	C4026	AMARANT, JEREMY	07/19-10/19-PDW-MNWLK PRSNTATN	500.00	106 4823251	500.00
7410282	C8559	AUNE, CHRIS	CA-PARKING REIMB-LA-01/31/20	20.00	101 4220256	20.00
7410283	07642	CHISOM, TOI	TC-PRDM-OAKLAND-02/19-21/20	165.00	101 4220256	165.00
7410284	09820	GOLF CARS LA ENTERPRISES INC	GOLF CAR RNTL-02/14-24/20	1,752.00	101 4645602	1,752.00
7410285	09260	HAVENS, REX ARTHUR	BAL-WOMEN/CHLDRN FRST-02/14/20	2,150.00	101 2177003	(350.00)
					101 4650318	2,500.00
				<u>2,150.00</u>		<u>2,150.00</u>
7410286	C3703	HOPPS, DAVID	DH-BOOT/PANT REIMB	98.48	203 4752220	98.48
7410287	C6249	KAHRAMANIAN, ARAXIE	AK-PR DM-SIMI VLLY-02/13-14/20	99.00	101 4220256	99.00
7410288	C8750	KATZ, MICHAEL	MK-LCEA CLOTHING REIMB	125.00	101 2140000	125.00
7410289	1215	L A CO WATERWORKS	10/15/19-02/04/20 WATER SVC	2,957.21	101 4631651	813.63
					203 4636654	700.61
					363 4342770	49.87
					482 4636654	1,393.10
				<u>2,957.21</u>		<u>2,957.21</u>
7410290	03154	SO CA EDISON	01/01/20-02/01/20 ELECTRIC SVC	91.02	483 4785660	91.02
7410291	03154	SO CA EDISON	12/04/19-02/03/20 ELECTRIC SVC	2,450.42	203 4636652	274.99
					482 4636652	1,850.48
					483 4785660	140.11
					484 4755652	184.84
				<u>2,450.42</u>		<u>2,450.42</u>
7410292	03154	SO CA EDISON	05/23/19-02/24/20 ELECTRIC SVC	5,811.00	101 4633652	2,365.16
					101 4634652	805.10
					101 4650652	2,300.93
					203 16ST006924	44.34
					209 12ST032924	73.24
					209 16ST007924	46.89
					232 15BW005924	34.94
					232 16ST005924	50.70
					482 4636652	24.37

# City of Lancaster Check Register



From Check No.: 7410279 - To Check No.: 7410476

From Check Date 02/01/20 - To Check Date: 02/15/20

Printed: 2/24/2020 10:10

Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
				5,811.00	483 4785660	65.33 5,811.00
7410293	1907	SO CA GAS COMPANY	12/30/19-01/31/20 GAS SVC	958.27	101 4300655 101 4631655 363 4342770	906.68 13.81 37.78 958.27
7410294	C2555	TIME WARNER CABLE	01/09-02/08/20-BASIC TV	40.77	101 4315651	40.77
7410295	C2555	TIME WARNER CABLE	01/28-02/27/20-BSNSS TV-ACS	83.75	101 4315651	83.75
7410296	C2555	TIME WARNER CABLE	01/20-TV SERVICE-CITY MNGR+3	90.26	101 4315651	90.26
7410297	C2555	TIME WARNER CABLE	01/28-02/27/20-BSINSS INTRNT	299.99	101 4315651	299.99
7410298	C9385	U S POSTAL SERVICE	MAIL METER POSTAGE-#38903247	10,000.00	101 4600211	10,000.00
7410299	2106	U S POSTMASTER	POSTAGE-SPRING 2020 OUTLOOK	11,000.00	101 4305211 101 4643211	6,600.00 4,400.00 11,000.00
7410301	C5433	WADE, RICHARD	DINOSAUR PRESENTATION-02/01/20	275.00	106 4823251	275.00
7410302	02071	A G SOD FARMS INC	NSC-SOD(3000 SQ FT)	1,323.53	101 4635404	1,323.53
7410303	06043	A V 4-H LEADERS COUNCIL	12/19-GINGERBREAD DCR INSTRCTN	37.80	101 4643308	37.80
7410304	06576	A V CHEVROLET	RSC-PURCHASES-01/06/20	3,000.00	490 4250772	3,000.00
7410305	00105	A V FLORIST	OMP-EVENT FLOWERS	823.44	101 4649225	823.44
7410306	01039	A V FORD LINCOLN MERCURY	CONTROL-EQ3759 COLUMN ASSEMBLY-EQ7507	999.83 1,633.19 2,633.02	203 4752207 101 4762207	999.83 1,633.19 2,633.02
7410307	03854	A V JANITORIAL SUPPLY	CPC-JANITORIAL SUPPLIES	1,944.72	101 4631406	1,944.72
7410308	00107	A V PRESS	PAC-01/20 ADVERTISING 01/20-ON THE NET ADS ADMIN-RENEWAL-20/21	2,588.15 1,890.86 229.95 4,708.96	101 4650205 101 4649225 101 4200206	2,588.15 1,890.86 229.95 4,708.96
7410309	07944	A V WATERMASTER	2020 ADMINISTRATIVE ASSESSMNTS	2,500.00	101 4635311	2,500.00
7410310	06294	A V WEB DESIGNS	NSC-02/20-MONTHLY HOSTING CHGS PAC-01/20-MONTHLY HOSTNG CHGS	99.95 99.95 199.90	101 4645301 101 4650301	99.95 99.95 199.90
7410311	07489	ACCESSO SHOWARE	PAC-01/20-TICKET SALES	1,245.90	101 4650302	1,245.90
7410312	06849	ACCONTEMPMS	SP-FINANCE STAFF-01/13-17/20	2,535.00	101 4310301	2,535.00

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Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
			SP-FINANCE STAFF-01/20-24/20	1,982.50	101 4634602	1,982.50
			SP-FINANCE STAFF-01/27-31/20	1,998.75	101 4310301	1,998.75
				<u>6,516.25</u>		<u>6,516.25</u>
7410313	05552	ADVANCED SPORTS PHOTOGRAPHY	PHOTO PKG(132)/PLAQUES(19)	426.39	101 4641251	426.39
7410314	00127	ALL GLASS & PLASTICS LLC	STP-WINDOW REPAIR	240.34	101 4631403	240.34
7410315	C8962	ALTA LANGUAGE SERVICES, INC	LISTENING/SPEAKING TEST	68.00	101 4220301	68.00
7410316	08762	ALTEC CAPITAL SERVICES LLC	LEASE #214756	33,835.00	203 4785752	33,835.00
7410317	D3147	AMERICAN PLUMBING SERVICES,INC	PBP-VANDALISM REPAIRS	110.00	101 4631301	110.00
			PBP-VALVE REPAIR	722.80	101 4631402	722.80
				<u>832.80</u>		<u>832.80</u>
7410318	04190	AMERIPRIDE SERVICES	UNIFORM CLEANINGS	82.50	101 4753209	82.50
7410319	02693	ANDY GUMP, INC	PBP-FENCE RNTL-11/29-12/26/19	33.51	101 4631602	33.51
			PBP-FENCE RNTL-01/10-02/06/20	19.71	101 4631602	19.71
			JRP-FENCE RNTL-01/07-02/03/20	1,117.24	101 4631602	1,117.24
				<u>1,170.46</u>		<u>1,170.46</u>
7410320	09850	ARENA, AMY T	12/19-KIDS IMPROV INSTRUCTOR	108.00	101 4643308	108.00
7410321	C9805	ARROW TRANSIT MIX INC	READY MIX CONCRETE	709.18	203 4752410	709.18
			READY MIX CONCRETE	755.71	203 4752410	755.71
			READY MIX CONCRETE	652.24	203 4752410	652.24
				<u>2,117.13</u>		<u>2,117.13</u>
7410322	08130	ARTAROUND STUDIO	12/19-SCULPTING INSTRUCTION	84.00	101 4643308	84.00
			12/19-KIDSWORK INSTRUCTION	84.00	101 4643308	84.00
				<u>168.00</u>		<u>168.00</u>
7410323	05187	ATKINSON MASONRY	TAN FLAT CAP	966.00	482 4636462	966.00
			BLOCK COURSES	1,950.00	482 4636462	1,950.00
				<u>2,916.00</u>		<u>2,916.00</u>
7410324	04446	AUTO PROS	DGNS CS OF LGHT-EQ6807	95.00	101 4245207	95.00
			SMOG INSPECTION-EQ6807	45.00	101 4245207	45.00
				<u>140.00</u>		<u>140.00</u>
7410325	08904	AVERY DENNISON CORP	PRINTER-SERVICE/REPAIR	625.00	203 4785455	625.00
7410326	D0879	B'S EMBROIDERY ETC	UNIFORM HATS(2)	18.62	101 4634209	18.62
			EMBROIDERY-HATS(11)	173.56	101 4635209	173.56
				<u>192.18</u>		<u>192.18</u>
7410327	01580	BASS, LYNNETTE	12/19-JRP PRESCHOOL INSTRUCTOR	2,366.00	101 4643308	2,366.00
			12/19-MOMMY/DADDY/ME INSTRUCTR	780.00	101 4643308	780.00
				<u>3,146.00</u>		<u>3,146.00</u>

# City of Lancaster Check Register



From Check No.: 7410279 - To Check No.: 7410476

From Check Date 02/01/20 - To Check Date: 02/15/20

Printed: 2/24/2020 10:10

Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
7410328	01863	BAVCO	OMP-BACKFLW RPR/LANDSCAPE	860.08	101 4634404	295.00
			BACKFLOW REPAIR SUPPLIES	319.70	482 4636404	565.08
				<u>1,179.78</u>	482 4636404	<u>319.70</u>
						<u>1,179.78</u>
7410329	L1280	BECKER, DEBORAH DIANE	LCE-NEM PAYOUT	77.80	490 4250658	77.80
7410330	06845	BONANNO, JUSTIN	OMP-LIVE MUSIC-02/03/20	200.00	101 4649225	200.00
7410331	08094	BURRELLESLUCE	01/20-MONTHLY MEDIA CHARGES	488.80	101 4305301	488.80
7410332	03609	CA QUARRY PRODUCTS	OMP-GRAVEL	499.32	101 4634404	499.32
7410333	C5582	CARPETERIA	PAC-HOUSE CARPET	4,542.30	101 4650403	4,542.30
7410334	00382	CARRIER COMMUNICATIONS	02/20-HAUSER MTN SITE RENT	581.68	101 4245350	581.68
7410335	04636	CAYENTA/N HARRIS COMPUTER CORP	01/20-CMS	4,767.00	101 4315302	4,767.00
			01/20-FMS TRAINING	3,010.00	101 4410301	3,010.00
			01/20-FMS TRAINING	3,010.00	101 4410301	3,010.00
				<u>10,787.00</u>		<u>10,787.00</u>
7410336	07733	CHAMBERS, CYNTHIA A	12/19-GUITAR INSTRUCTOR	378.00	101 4643308	378.00
7410337	L1045	CHAPPELL, ANDREW	LCE-NEM PAYOUT	45.25	490 4250658	45.25
7410338	D1545	CLETEHOUSE CAFE, INC	HR-CATERING SVC-11/19/19	2,291.29	101 4220251	2,291.29
			PRKS CATERING-02/10/20	1,098.29	101 4649225	1,098.29
				<u>3,389.58</u>		<u>3,389.58</u>
7410339	L1659	COLINDERES, LEONER	LCE-NEM PAYOUT	1.78	490 4250658	1.78
7410340	L1052	COMBS, ANDREW E	LCE-NEM PAYOUT	58.57	490 4250658	58.57
7410341	08484	CONSOLIDATED ELECTRCL DIST INC	MTNC YD-LIGHTING	876.95	483 4785660	876.95
			MTNC YD-PHOTOCTRL	61.99	483 4785660	61.99
			MTNC YD-TRAFFIC SIGNALS	388.73	203 4785461	388.73
				<u>1,327.67</u>		<u>1,327.67</u>
7410342	L0758	CORNELL, DEBORAH	LCE-NEM PAYOUT	13.62	490 4250658	13.62
7410343	07545	COSTAR REALTY INFORMATION INC	02/20-PROFESSIONAL SERVICES	1,196.44	101 4240301	1,196.44
7410344	08639	CUTTING EDGE TILE AND GRANITE	JRP-RESTROOM RENOVATIONS	12,433.50	212 11ZZ006924	12,433.50
7410345	07131	DE LAGE LANDEN FINANCIAL SVCS	02/15/20-03/14/20 NETWRK PRNTR	168.95	101 4800254	168.95
7410346	A0925	DESERT HAVEN ENTERPRISES	45360 LOSTWOOD AVE-CLEAN UP	350.00	101 4245940	350.00
			LUC-01/20-JANITORIAL SERVICE	1,101.10	101 4633403	1,101.10
				<u>1,451.10</u>		<u>1,451.10</u>



# City of Lancaster Check Register



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Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
7410347	00414	DESERT LOCK COMPANY	OMP-KEYS(8)	32.85	101 4633403	32.85
			OMP-TRUCK BED LOCKS/KEYS	128.11	101 4634402	128.11
				<u>160.96</u>		<u>160.96</u>
7410348	09191	DESIGNERS TOUCH LANDSCAPE INC	JRP-LANDSCAPE MAINTENANCE	1,550.00	101 4631404	1,550.00
7410349	L1065	DHINSA, JASWINDER	LCE-NEM PAYOUT	55.34	490 4250658	55.34
			LCE-NEM PAYOUT	51.68	490 4250658	51.68
				<u>107.02</u>		<u>107.02</u>
7410350	07159	DIAZ, BRANDON	12/19-TENNIS INSTRUCTOR	56.00	101 4643308	56.00
			12/19-TENNIS INSTRUCTOR	84.00	101 4643308	84.00
			12/19-TENNIS INSTRUCTOR	140.00	101 4643308	140.00
			12/19-TENNIS INSTRUCTOR	56.00	101 4643308	56.00
				<u>336.00</u>		<u>336.00</u>
7410351	L1658	DOUD, KIMBERLY	LCE-NEM PAYOUT	5.15	490 4250658	5.15
7410352	08839	DUKE ENGINEERING AND ASSOCS	CP19007-BLVD PRKNG LT IMPRVMT	960.00	207 12AC002924	960.00
7410353	09811	DUNN CONSULTING	01/20-LEGISLATVE CONSLTNG SRVC	5,000.00	101 4100301	5,000.00
7410354	08329	E C S IMAGING INC	PRJCT MANAGEMENT/CONSLTNG SVCS	450.00	109 4210301	370.50
					109 4210302	79.50
				<u>450.00</u>		<u>450.00</u>
7410355	L0126	EAVES, DENNIS W	LCE-NEM PAYOUT	3.75	490 4250658	3.75
7410356	09757	EFFERSON, DEENA M	12/19-SINGING INSTRUCTOR	612.00	101 4643308	612.00
7410357	06533	ENNIS-FLINT, INC.	STREET SIGNS/MARKINGS	1,611.63	203 4785454	1,611.63
7410358	06857	ENTERTAINMENTMAX, INC	CMMSSNS-RAT PACK-01/18/20	850.00	101 4650301	850.00
			CMMSSNS-CALLTHE WILD-1/27/20	500.00	101 4650301	500.00
				<u>1,350.00</u>		<u>1,350.00</u>
7410359	D3240	FASTENAL COMPANY	FIN-COPY PAPER/DISPNSER	979.60	101 4220259	10.68
					101 4220259	10.96
					101 4220259	10.98
					101 4220259	15.68
					101 4410254	50.92
					101 4410254	203.66
					101 4783259	180.68
					101 4783259	180.68
					101 4783259	315.36
			FIN-DISPENSER/PAPER/FLDR	(725.01)	101 4410254	(315.37)
					101 4410254	(180.68)
					101 4410254	(180.68)
					101 4410254	(15.66)
					101 4410254	(10.98)
					101 4410254	(10.96)

# City of Lancaster Check Register



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From Check Date 02/01/20 - To Check Date: 02/15/20

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Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
			HR-BANDAGES(100)	128.12	101 4410254	(10.68)
			MTNC YD-WIPER BLADES/FILTERS	215.05	101 4220301	128.12
					101 4245207	3.72
					101 4633207	3.72
					101 4635207	3.72
					101 4635207	15.47
					101 4640207	3.67
					101 4640207	7.93
					101 4640207	10.12
					101 4785207	3.72
					101 4785207	17.18
					203 4752207	3.69
					203 4752207	3.69
					203 4752207	3.69
					203 4752207	3.72
					203 4752207	11.23
					203 4752207	18.60
					203 4752207	19.64
					203 4752207	29.98
					203 4752207	34.34
					480 4755207	3.69
					483 4785207	9.81
					484 4752207	3.72
				<u>597.76</u>		<u>597.76</u>
7410360	09416	FAZIO, MATTHEW S.	01/20-LTV VIDEO PRODUCTION	520.00	101 4307296	520.00
7410361	00617	FEDERAL EXPRESS CORPORATION	EXPRESS MAILINGS	159.27	101 4240212	75.61
					101 4410212	24.16
			EXPRESS MAILINGS	27.95	101 4783253	59.50
				<u>27.95</u>	101 4410212	<u>27.95</u>
				187.22		187.22
7410362	07124	FIRST AMERICAN DATA TREE, LLC	01/20-PROFESSIONAL SERVICES	243.80	101 4230301	243.80
7410363	L0615	FROMM, MICHAEL T	LCE-NEM PAYOUT	30.65	490 4250658	30.65
7410364	08245	GOLDEN STATE LABOR COMPLIANCE	CP17005-2020 SAFE RTE TO SCHL	3,927.03	210 15SW017924	3,927.03
			CP18007-2018 PARKS REPAIRS	1,307.56	227 12GS006924	1,307.56
			CP19001-2019 PVMNT MGMT PROGRAM	3,491.04	209 12ST038924	3,491.04
				<u>8,725.63</u>		<u>8,725.63</u>
7410365	00748	GOV'T FINANCE OFFICERS ASSN	PS/NN/MA/JA-20/21 MMBRSHR RNWL	840.00	101 4410206	840.00
7410366	C2066	GREATER A V ASSN OF REALTORS	2020 INSTALLATN TICKETS	195.00	101 4100202	195.00
7410367	07354	HAWLEY, ROBYN	01/20 AM EXERCISE INSTRUCTION	35.00	101 4643308	35.00
7410368	09758	HENCELY, TROY JR	12/19-MUSCIAL THEATER INSTRCTR	180.00	101 4643308	180.00
7410369	819	HERC RENTALS INC	OMP-GENERATOR RNTL-02/03-04/20	467.65	101 4600308	467.65

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Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
7410370	D0501	HIESL CONSTRUCTION INC	302 E AVE J12-CMMNTY HOME REPR	10,355.00	306 4342682	10,355.00
7410371	00828	HINDERLITER, DE LLAMAS & ASSOC	2ND QTR 2019-SALES TAX	2,400.00	101 4410301	2,400.00
7410372	L0638	HUA, HOANG	LCE-NEM PAYOUT	77.56	490 4250658	77.56
7410373	L1655	HUIDOR, SANDRA	LCE-NEM PAYOUT	3.87	490 4250658	3.87
7410374	L0213	IBARRA, ERIK	LCE-NEM PAYOUT	12.50	490 4250658	12.50
7410375	D3626	INLAND EMPIRE REG CMPSTNG AUTH	CPC-COMPOST	1,125.00	101 4631404	1,125.00
7410376	D3842	INNOVATION EDUCATION	12/19-ITALIAN INSTRUCTION	178.50	101 4643308	178.50
			12/19-LEGO ROBOTICS INSTRUCTN	357.00	101 4643308	357.00
				<u>535.50</u>		<u>535.50</u>
7410377	06623	INTERN'L DANCE FITNESS ACADEMY	12/19-BALLET/TAP INSTRUCTION	300.00	101 4643308	300.00
			12/19-BALLET/TAP INSTRUCTION	300.00	101 4643308	300.00
			10/19-HIP HOP INSTRUCTION	360.00	101 4643308	360.00
				<u>960.00</u>		<u>960.00</u>
7410378	A2594	INTERSTATE BATTERY SYS OF A V	BATTERIES(3)	294.32	101 4200207	116.80
					101 4635207	55.70
					480 4755207	121.82
			BATTERY-EQ3839	132.91	203 4752207	132.91
				<u>427.23</u>		<u>427.23</u>
7410379	09369	INTERWEST CONSULTING GROUP INC	12/19-TRAFFIC ENGINEERING SVCS	840.00	203 4785301	420.00
					483 4785301	420.00
			11/19-TRAFFIC ENGINEERING SVCS	288.75	203 4785301	144.38
					483 4785301	144.37
				<u>1,128.75</u>		<u>1,128.75</u>
7410380	D4004	J P POOLS	EPL-CONSULTING/SERVICE	1,350.00	101 4631301	1,350.00
			WPL-CONSULTING/SERVICE	1,000.00	101 4631301	1,000.00
			WPL-CONCRETE REPAIRS	3,500.00	101 4631402	3,500.00
			EPL-CONSULTING/SERVICE	1,350.00	101 4631301	1,350.00
			WPL-CONSULTING/SERVICE	1,000.00	101 4631301	1,000.00
				<u>8,200.00</u>		<u>8,200.00</u>
7410381	L1661	JARQUIN, JOHN PAUL	LCE-NEM PAYOUT	384.64	490 4250658	384.64
7410382	D1903	KERN MACHINERY INC-LANCASTER	DRIVE SHAFT-EQ5608	406.31	101 4635207	406.31
			NSC-LEVER/SCREW	15.06	101 4635207	15.06
			HP ULTRA OIL	187.11	101 4634230	187.11
				<u>608.48</u>		<u>608.48</u>
7410383	L1656	KING, NANCY	LCE-NEM PAYOUT	8.07	490 4250658	8.07
7410384	1214	L A CO SHERIFF'S DEPT	12/19-SPCL EVNT-MAGICAL XMAS	1,158.71	101 4820355	1,043.88
					101 4820357	114.83

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				1,158.71		1,158.71
7410385	03575	LANCASTER AUTO INTERIORS	LABOR/PARTS-EQ5658	486.88	101 4633207	486.88
7410386	1203	LANCASTER PLUMBING SUPPLY	JRP-RESTROOM REPAIR	232.69	101 4631403	232.69
			OMP-BRASS PIPE/UNIONS	137.41	101 4634404	137.41
			TBP-BUBBLER CART PKGD	74.55	101 4631404	74.55
				<u>444.65</u>		<u>444.65</u>
7410387	A4930	LANDALE MUTUAL WATER COMPANY	L/CHALLENGER-02/20 WATER SVC	47.83	203 4636654	47.83
7410388	07713	LEAGUE OF CALIFORNIA CITIES	2020 MEMBERSHIP DUES	600.00	101 4200206	600.00
			2020 MEMBERSHIP DUES	35,444.00	101 4200206	35,444.00
				<u>36,044.00</u>		<u>36,044.00</u>
7410389	08728	LEISURE CRAFT INC	JRP-SKATE PRK-PICNIC TABLES	5,644.01	101 2175000	(445.09)
					701 11BS032924	6,089.10
				<u>5,644.01</u>		<u>5,644.01</u>
7410390	L1657	LEITENBERGER, CHRIS A	LCE-NEM PAYOUT	6.45	490 4250658	6.45
7410391	09799	LES PRODUCTIONS NEUVART INC	BAL-CIRQUE ELOIZE-02/15/20	13,650.00	101 2177003	(1,225.00)
					101 4650318	14,875.00
				<u>13,650.00</u>		<u>13,650.00</u>
7410392	D1736	LEVEL 3 COMMUNICATIONS LLC	01/20-INTERNET/DATA	4,417.10	101 4315651	4,417.10
7410393	04351	LYN GRAFIX	HR-UNIFORM POLOS/JACKETS	976.33	101 4220251	976.33
			CODE ENF-SHOVELS/TAPE MSRE/BAG	1,705.10	101 4245251	1,705.10
				<u>2,681.43</u>		<u>2,681.43</u>
7410394	06431	MACKAY COMMUNICATIONS, INC	RNWL-SUBSCRIPTION-10/19-10/20	1,223.96	101 4245350	1,223.96
			RNWL-SUBSCRIPTION-12/19-12/20	305.99	101 4245350	305.99
				<u>1,529.95</u>		<u>1,529.95</u>
7410395	L1662	MAGDALENO, ALEJANDRA	LCE-NEM PAYOUT	33.88	490 4250658	33.88
7410396	D3290	MAHOWALD, DAA	12/19-CHESS INSTRUCTOR	573.30	101 4643308	573.30
7410397	L1663	MARSHALL, ALAN T	LCE-NEM PAYOUT	55.79	490 4250658	55.79
7410398	08106	MARTINEZ, CRISTINA A	12/19-FOLKLORICO INSTRUCTOR	600.00	101 4643308	600.00
			12/19-FOLKLORICO INSTRUCTOR	1,239.00	101 4643308	1,239.00
				<u>1,839.00</u>		<u>1,839.00</u>
7410399	01450	MCCAIN INC	ROD/RUN-AVE L/20TH E/LNST BLVD	1,267.72	203 4785460	1,267.72
7410400	09232	MCKIZZIE, KYOSHI B	TREE LIGHTING-PHOTOGRAPHS	120.00	101 4305205	120.00
7410401	02270	MELDON GLASS	CDR ST-VANDALISM	325.00	101 4633402	325.00
			OMP-INSTALLED DOOR STOP	180.00	101 4634402	180.00
				<u>505.00</u>		<u>505.00</u>

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7410403	01184	MONTE VISTA CAR WASH	CAR WASHES(18)	339.50	101 4200207	18.00
					101 4200207	19.00
					101 4245207	19.00
					101 4245207	19.00
					101 4647207	19.00
					101 4647207	19.00
					101 4647207	19.00
					101 4647207	19.00
					101 4647207	19.00
					101 4647207	19.00
					101 4647207	19.00
					101 4647207	21.50
					101 4761207	19.00
					101 4770207	18.00
					101 4800207	18.00
					101 4800207	18.00
					101 4800207	18.00
					101 4800207	19.00
					101 4800207	19.00
				<u>339.50</u>		<u>339.50</u>
7410404	05773	MORRISON WELL MAINTENANCE	NSC-12/19-BACTERIOLOGICAL TEST	200.00	101 4635301	200.00
7410405	06936	MOSMAN, DESIREA	01/20 AM EXERCISE INSTRUCTION	490.00	101 4643308	490.00
7410406	L1653	MURRAY, HEATHER	LCE-NEM PAYOUT	7.06	490 4250658	7.06
7410407	08562	NAPA AUTO PARTS	STROBE BEACON-EQ3989	209.89	480 4755207	209.89
			OIL/AIR FILTER-EQ1516	15.28	101 4800207	15.28
			IGN COIL-EQ3302	477.77	101 4753207	477.77
			SEALED BEAMS(2)-EQ3832	31.78	203 4752207	31.78
			AIR BG CLCK SPRNG-EQ1516	687.29	101 4800207	687.29
			BTRY SRVC PLG-EQ2300	488.66	101 4647207	488.66
			DISC PADS-EQ1509	40.50	101 4200207	40.50
				<u>1,951.17</u>		<u>1,951.17</u>
7410408	D2822	NATIONAL CINEMEDIA, LLC	THEATER ADS-02/07-02/13/20	453.50	101 4650205	453.50
7410409	D2634	O'REAR, JEFFREY R	01/20-PRODUCTION SERVICES	400.00	101 4649225	400.00
7410410	06513	ODYSSEY POWER	GENERATORS REPAIRS/MTNC	1,842.33	101 4632402	334.64
					101 4633402	449.56
					101 4634402	334.67
					101 4650402	388.82
					101 4653402	334.64
				<u>1,842.33</u>		<u>1,842.33</u>
7410411	07540	OFFICETEAM	KG-FIN STAFF-01/27-31/20	2,015.20	101 4410308	2,015.20
7410412	C3052	OXFORD INN AND SUITES	PAC-LDG-CLL OF THE WLD-1/27/20	179.08	101 4650257	179.08
			PAC-LDG-BUBBLE BONANZA-1/29/20	179.08	101 4650257	179.08
				<u>358.16</u>		<u>358.16</u>

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7410413	05509	P A R S	08/19-REP FEES	5,107.33	101 4220301	5,107.33
7410414	A7221	P E R S LONG TERM CARE PROGRAM	LONG TERM CARE PREM-PP 3/2020	812.51	101 2170200	812.51
7410415	05741	P P G ARCHITECTURAL FINISHES	JRP-PAINT SUPPLIES	551.62	101 4631403	551.62
			WCP-PAINT SUPPLIES	46.92	101 4631403	46.92
			OMP-PAINT SUPPLIES	203.46	101 4634404	203.46
			STP-PAINT SUPPLIES	133.78	101 4631403	133.78
			MOAH-PAINT SUPPLIES	77.67	101 4653251	77.67
			JRP-PAINT SUPPLIES	70.10	101 4631403	70.10
				<u>1,083.55</u>		<u>1,083.55</u>
7410416	05998	PAVING THE WAY FOUNDATION	CMMNTY SPPRT/GOOD CTZNSHP PRGM	500.00	101 4820301	500.00
			CMMNTY SPPRT/GOOD CTZNSHP PRGM	1,968.00	101 4820301	1,968.00
				<u>2,468.00</u>		<u>2,468.00</u>
7410417	09496	PAY PLUS SOLUTIONS	CALPERS MONTHLY CHARGES	327.00	101 4220301	327.00
7410418	08051	PEDRINI, BARBARA	01/20 AM EXERCISE INSTRUCTION	35.00	101 4643308	35.00
7410419	08967	PIONEER ATHLETICS	OMP-PVIP ARCTIC WHITE 12/CS	1,978.23	101 4634404	1,978.23
7410420	08832	PLASTIC MART	MOAH-FABRICATION	273.75	101 4653251	273.75
7410421	06160	PRIME TIME PARTY RENTALS	OMP-TENTS/EQUIPMENT RENTAL	3,508.00	101 4600308	3,508.00
7410422	07287	PRINTING BOSS	JRP-SIGN REPLACEMENT	1,352.33	101 4631404	1,352.33
7410423	06087	PRIORITY AUTO GLASS	STN CHP RPR-EQ3989	50.00	480 4755207	50.00
			RGHT FRNT DR GLSS-EQ6808	129.28	101 4800207	129.28
				<u>179.28</u>		<u>179.28</u>
7410424	09664	PROMO DOG, INC	MOAH-TEES (77)	350.36	101 4651251	350.36
7410425	05864	QUINN COMPANY	COUPLING(2)-EQ3988	46.27	480 4755207	46.27
7410426	07507	RESOURCE BUILDING MATERIALS	MTNC YD-SCOOP ARIZONA PEBBLE	408.52	203 4752410	408.52
			MTNC YD-SCOOP ARIZONA PEBBLE	272.35	203 4752410	272.35
			MTNC YD-SCOOP ARIZONA PEBBLE	136.17	203 4752410	136.17
				<u>817.04</u>		<u>817.04</u>
7410427	09287	ROBINSON, WILLIAM E.	12/19-TAEKWONDO INSTRUCTOR	207.90	101 4643308	207.90
			12/19-TAEKWONDO INSTRUCTOR	207.90	101 4643308	207.90
				<u>415.80</u>		<u>415.80</u>
7410428	L0688	ROGERS, MARSHALL	LCE-NEM PAYOUT	64.47	490 4250658	64.47
7410429	04337	RUIZ, LINDA	12/19-TENNIS INSTRUCTOR	140.00	101 4643308	140.00
			12/19-TENNIS INSTRUCTOR	112.00	101 4643308	112.00
			12/19-TENNIS INSTRUCTOR	112.00	101 4643308	112.00
			12/19-TENNIS INSTRUCTOR	28.00	101 4643308	28.00

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				392.00		392.00
7410431	06651	SANTOS BOXING USA	12/19-BOXING INSTRUCTION	168.00	101 4643308	168.00
			12/19-BOXING INSTRUCTION	84.00	101 4643308	84.00
				<u>252.00</u>		<u>252.00</u>
7410432	08790	SECURE TASK	MTNC YD-01/20-SECURITY PATROL	5,209.20	203 4752301	5,209.20
7410433	08126	SECURITY DEFENDERS	JRP/AHP-SCRITY SVC-01/03-16/20	1,848.00	101 4631301	1,848.00
			JRP/AHP-SCRITY SVC-01/23-31/20	1,410.75	101 4631301	1,410.75
			OMP MEMRL-SECURITY-1/31-2/3/20	1,056.00	101 4634301	1,056.00
			JRP/AHP-SCRITY SVC-02/01-03/20	726.00	101 4631301	726.00
				<u>5,040.75</u>		<u>5,040.75</u>
7410434	05934	SHI INTERNATIONAL CORP	PROF SRVC/TRAINING-1/13-15/20	6,525.43	101 4305302	6,525.43
7410435	1894	SIGNS & DESIGNS	NAMEPLATES-WILEY-WHITE-FAHEY	45.99	101 4770259	45.99
7410436	08538	SILVESTRE, BARBARA	12/19-SEWING INSTRUCTOR	264.60	101 4643308	264.60
7410437	05952	SINCLAIR PRINTING COMPANY	WINTER 2019 OUTLOOK(63310)	33,150.03	101 4305253	19,890.02
					101 4643253	13,260.01
				<u>33,150.03</u>		<u>33,150.03</u>
7410438	01816	SMITH PIPE & SUPPLY INC	JRP-IRRIGATION SUPPLIES	113.21	101 4631404	113.21
			STP-IRRIGATION SUPPLIES	461.63	101 4631404	461.63
			STP-IRRIGATION SUPPLIES	176.56	101 4631404	176.56
			IRRIGATION SUPPLIES	679.93	101 4635404	679.93
			OMP-IRRIGATION SUPPLIES	116.09	101 4634404	116.09
			OMP-IRRIGATION SUPPLIES	38.36	101 4634404	38.36
			IRRIGATION SUPPLIES	301.91	101 4635404	301.91
			OMP-PLASTIC VALVES/ADAPTERS	348.88	101 4634404	348.88
			OMP-VALVE BOX/NIPPLES	126.51	101 4634404	126.51
				<u>2,363.08</u>		<u>2,363.08</u>
7410439	09163	SOCAL OFFICE TECHNOLOGIES	07/27-08/26/19-EQUIPMENT	262.80	101 4410254	262.80
7410441	05413	STATEWIDE TRAFFIC SAFETY/SIGNS	MLK RED/ORG VINY	78.26	203 4785455	78.26
			STEEL/JUMBO DRIVE RIVET WASHER	1,108.14	203 4785455	1,108.14
				<u>1,186.40</u>		<u>1,186.40</u>
7410442	08975	SUN COUNTRY PLAYGROUNDS INC	STP-CLEAR BUBLE PANEL	1,716.51	101 4631404	1,716.51
7410443	05703	SUPERIOR ALARM SYSTEMS	01/20-MONTHLY MONITORING	45.00	101 4633301	45.00
7410444	A6479	TAFT ELECTRIC COMPANY	LANC BLVD/5 E-INSTLL TRFFC LP	2,042.44	209 12ST038924	2,042.44
			TRAFFIC SGNL/STREET LIGHT MTNC	15,587.00	203 4785460	15,587.00
			LMS-BREAKER REPAIRS	11,350.00	101 4632402	11,350.00
				<u>28,979.44</u>		<u>28,979.44</u>
7410445	L1249	TANKSLEY, JAMES F	LCE-NEM PAYOUT	33.49	490 4250658	33.49

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7410446	08177	TEKWERKS	NSC-NETWORK EXPANSION	7,210.04	101 4315291	6,190.04
					101 4315301	1,020.00
			PAC/MOAH/CDR INSIDE WIRE	6,079.80	101 4315301	1,875.00
					101 4315302	4,204.80
			IT-CLOUD CONTROLLER LICENSES	453.50	101 4315301	125.00
					101 4315302	328.50
				<u>13,743.34</u>		<u>13,743.34</u>
7410447	09316	TEKWERKS INTERNET	03/20-INTERNET SERVICE	1,575.00	101 4315651	1,575.00
7410448	2009	THE TIRE STORE	TIRES(4)-EQ1516	433.20	101 4800207	433.20
7410449	C5522	THOMSON REUTERS-WEST PMT CENT	LIBRARY PLAN-12/05/19-01/04/20	26.28	101 4230301	26.28
			01/20-INFORMATION CHARGES	868.45	101 4230301	868.45
			LIBRARY PLAN-01/05-02/04/20	104.57	101 4230301	104.57
				<u>999.30</u>		<u>999.30</u>
7410450	04239	TIM WELLS MOBILE TIRE SERVICE	TIRE REPAIR-EQ3757	30.00	203 4752207	30.00
7410451	2003	TIP TOP ARBORISTS, INC	01/20-TREE TRIMMINGS	2,800.00	101 4634267	2,800.00
			01/20-TREE TRIMMINGS	115.00	482 4636267	115.00
			01/20-TREE TRIMMINGS	460.00	483 4636267	460.00
			01/20-TREE TRIMMINGS/REMOVALS	1,915.00	203 4636267	1,915.00
			01/20-TREE REMOVALS	6,650.00	101 4634267	6,650.00
			01/20-TREE TRIMMINGS/REMOVALS	3,645.00	101 4631267	3,645.00
				<u>15,585.00</u>		<u>15,585.00</u>
7410452	C6381	TONEMAN DEVELOPMENT CORP	OMP-MEMORIAL ELECTRICAL/PLMBNG	6,082.81	261 11BS026924	6,082.81
7410453	D1594	TOUCHPOINT ENERGIZED COMM	02/20-E NEWSLETTER SVC	180.00	101 4305302	180.00
			01/20-MAYORS EMAIL BROADCAST	2,500.00	101 4100205	2,500.00
				<u>2,680.00</u>		<u>2,680.00</u>
7410454	09754	TOYOTA OF LANCASTER	RSC-VILLALPANDO PRCHS-01/14/20	3,000.00	490 4250772	3,000.00
7410455	D3644	TRAFFIC MANAGEMENT INC	SAFETY FLAGS(20)	67.90	203 4785455	67.90
7410456	02977	TURBO DATA SYSTEMS INC	12/19 ADMIN CITATIONS	2,874.93	101 4245301	2,874.93
			PS-HANDHELD TCKTWRTR CITATIONS	1,916.25	101 4800253	1,916.25
			01/20-PARKNG CITATN PROCESSING	4,901.44	101 4800301	4,901.44
			ICS COLLECTION SVCS	9.71	101 4800301	9.71
				<u>9,702.33</u>		<u>9,702.33</u>
7410457	L1660	TYLER, ZACH S	LCE-NEM PAYOUT	19.00	490 4250658	19.00
7410458	A7515	U S BANK	12/19-ADMIN FEE	250.00	101 3501110	250.00
7410459	07025	U-HAUL	MOAH-TRUCK RNTL-01/15/20	131.18	101 4653602	131.18
			MOAH-TRUCK RNTL-01/18/20	269.81	101 4653602	269.81
			MOAH-TRUCK RNTL-01/25/20	283.73	101 4653602	283.73
			MOAH-TRUCN RNTL-01/31/20	266.07	101 4653602	266.07



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Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
			MOAH-TRUCK RNTL-02/04/20	112.91	101 4653602	112.91
				1,063.70		1,063.70
7410460	C4011	UNITED RENTALS	BLVD-BOOM RNTL-01/10-17/20	1,002.29	101 4633602	1,002.29
7410461	05551	UNITED SITE SRVCS OF CA,SO DIV	MLS-FENCE RNTL-01/02-29/20	19.72	101 4633602	19.72
7410462	09023	VERTEX SURVEY INC	CP17007-LNC BLVD/15 E ROUNDABT	1,040.00	203 16ST006924	1,040.00
7410463	04496	VULCAN MATERIAL WESTERN DIV	ASPHALT	154.40	203 4752410	154.40
			COLD MIX	79.39	203 4752410	79.39
			COLD MIX	87.60	203 4752410	87.60
			ASPHALT	1,506.41	203 4752410	1,506.41
			COLD MIX	133.59	203 4752410	133.59
			ASPHALT	684.55	203 4752410	684.55
			ASPHALT	3,406.24	203 4752410	3,406.24
			COLD MIX	309.89	203 4752410	309.89
				6,362.07		6,362.07
7410464	06209	WAGeworks	01/20-FSA ADMIN FEES	523.93	101 4220301	523.93
7410465	31026	WAXIE SANITARY SUPPLY	OMP-JANITORIAL SUPPLIES	1,809.60	101 4634406	1,809.60
7410466	05093	WESTERN EQUIPMENT SERVICE CO	PAC-COOLING SYSTEM REPAIR	286.00	101 4650402	286.00
			PAC-COOLING SYSTEM REPAIR	143.00	101 4650402	143.00
			EPL-WALL HEATER DIAGNOSIS	214.50	101 4631402	214.50
			MOAH-BIOLER REPAIR	1,081.24	101 4653402	1,081.24
			PAC-HEATER REPAIRS	226.77	101 4650402	226.77
			EPL-HEATER REPAIRS	791.98	101 4631402	791.98
			CH-CHILLER REPAIRS	489.37	101 4633402	489.37
				3,232.86		3,232.86
7410467	D0298	WILLDAN FINANCIAL SERVICES	FY 18/19-CDIAC PREP AND FILING	1,500.00	991 4240301	1,500.00
7410468	08761	WILLIAMS, ANDREA M	12/19-DANCE COMBO INSTRUCTOR	168.00	101 4643308	168.00
7410469	L1654	WONG, PATRICIA	LCE-NEM PAYOUT	11.03	490 4250658	11.03
7410470	09847	WUNDERLICH, CHRISTIAN	FIGURE MODEL	100.00	101 4651251	100.00
7410471	D3193	YORK RISK SERVICES GROUP, INC	LIABILITY CLAIMS-01/20-12/20	41,356.43	109 4430300	41,356.43
7410472	09821	ZORO TOOLS INC	MTNC YD-TRUCK BOX BACKPACK	2,312.71	203 4752207	2,312.71
7410473	06344	AERO VIEW LLC	01/20-LEAPS SERVICES	89,991.00	101 4820301	89,991.00
7410474	06313	R C BECKER & SON, INC	CP18007-2018 PARK CONCRT REPR	253,335.12	150 2100003	(13,333.43)
					227 12GS006924	13,333.43
					227 12GS006924	253,335.12
				253,335.12		253,335.12
7410475	1916	STRADLING,YOCCA,CARLSON,RAUTH	11/19-LEGAL SERVICES	52,201.59	101 4100303	(3,936.00)

# City of Lancaster Check Register



From Check No.: 7410279 - To Check No.: 7410476  
 From Check Date 02/01/20 - To Check Date: 02/15/20

Printed: 2/24/2020 10:10

Check No	Supplier	Supplier Name	Invoice Description	Invoice Amt	Charge Code	GL Amount
					101 4100303	102.00
					101 4100303	175.80
					101 4100303	790.67
					101 4100303	2,182.90
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					101 4100303	7,500.00
					101 4100303	26,977.70
					830 4300303	56.72
				52,201.59		52,201.59
7410476	09665	TERRACARE ASSOCIATES, LLC	11/19-PERIMETER AREAS MTNC	16,665.29	203 4636264	16,665.29
			AVE I/10-15TH W-DUCKBILLS	1,722.32	203 4636265	1,722.32
			12/19-LMD MAINTENANCE	52,463.36	482 4636402	52,463.36
			12/19-PARKS LANDSCAPE MTNC	36,266.00	101 4631402	15,543.00
					101 4632402	956.00
					101 4634402	9,643.00
					101 4635402	10,124.00
			12/19-PERIMETER AREAS MTNC	16,665.29	203 4636264	16,665.29
			12/19-BUSINESS PRK MAINTENANCE	2,969.14	482 4636401	2,969.14
			10/19-IRRIGATION	1,424.48	482 4636404	1,424.48
			10/19-IRRIGATION	664.46	482 4636404	664.46
			01/20-BUSINESS PRK MAINTENANCE	2,969.14	482 4636401	2,969.14
				131,809.48		131,809.48
Chk Count	<u>194</u>			Check Report Total	<u>1,026,896.12</u>	

**STAFF REPORT**  
**City of Lancaster**

CC 3
03/10/20
JC

Date: March 10, 2020

To: Mayor Parris and City Council Members

From: Jeff Hogan, Senior Director - Development Services

Subject: **Adoption of the Antelope Valley Integrated Regional Water Management Plan 2019 Update**

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**Recommendation:**

Adopt **Resolution No. 20-07**, a resolution of the City Council of the City of Lancaster, California, approving the adoption of the 2019 update to the Antelope Valley Integrated Regional Water Management Plan.

**Fiscal Impact:**

None.

**Background:**

In May 2006, the City of Lancaster and ten other public agencies undertook the development of a broadly supported integrated regional water management plan to address regional water supply needs, protect and improve water quality, and provide flood management within the entire Antelope Valley Region between then and 2035. The consensus was to develop this water resource management plan consistent with the State sponsored Integrated Regional Water Management (IRWM) Program that makes grant funds available to support sound regional water management. As a result, the Regional Water Management Group (RWMG) was formed in accordance with Section 10537 of the California Water Code. This IRWM Plan was completed and adopted in 2007-2008 by all members of the RWMG.

The IRWM Plan was updated in 2013, and once again in 2019, to reflect the current conditions in the Region and to comply with the 2016 IRWM Grant Program Guidelines. The 2019 IRWM Plan Update extended the planning horizon through 2040, and contains information to help take action to meet shared objectives for long-term water management for the entire Region. The 2019 AV IRWM Plan Update must now be adopted by all members of the RWMG and Project Sponsors to be eligible for grant funding.

A copy of the 2019 update of the Integrated Regional Water Management Plan can be found at <https://pw.lacounty.gov/wwd/avirwmp/index.cfm?fuseaction=finalPlan>.

BK:jw

**Attachment:**

Resolution No. 20-07

RESOLUTION NO. 20-07

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, CALIFORNIA, APPROVING THE ADOPTION OF THE 2019 UPDATE TO THE ANTELOPE VALLEY INTEGRATED REGIONAL WATER MANAGEMENT PLAN

WHEREAS, the City of Lancaster (CITY) and agencies in the Antelope Valley Region have long recognized the importance of regional collaboration and integration of single purpose efforts, and now regularly work across jurisdictional boundaries to implement regional projects and programs that address multiple water resource management issues including local and imported water supplies, sanitation and recycled water, storm water management, groundwater management, water use efficiency, habitat and open space management, and many others; and

WHEREAS, the State of California Department of Water Resources (DWR) created the Integrated Regional Water Management (IRWM) Program to encourage integrated, regional strategies for managing water resources, and to provide funding for both planning and implementation of projects that support management of water supply, water quality, environmental interests, drought protection, flood protection, and reduction of dependence on imported water and many others; and

WHEREAS, organizations participating in the IRWM Program join together to form IRWM Regions; and

WHEREAS, the IRWM Region serving the Antelope Valley Region is known as the Antelope Valley IRWM Region; and

WHEREAS, the Antelope Valley IRWM Region engages in regional water resources planning for the Antelope Valley Region; and

WHEREAS, the IRWM Program requires that a Regional Water Management Group (RWMG) be formed to establish an IRWM Region; and

WHEREAS, the CITY is a member of the RWMG for the Antelope Valley IRWM Region; and

WHEREAS, the RWMG for the Antelope Valley IRWM Region is responsible for the preparation and adoption of an IRWM Plan; and

WHEREAS, on December 11, 2007, the City Council adopted Resolution No. 07-221 approving the proposal and determination to adopt the Antelope Valley IRWM Plan; and

WHEREAS, on June 10, 2014, the City Council adopted Resolution No. 14-28 adopting the 2013 update to the Antelope Valley IRWM Plan in accordance with the DWR's 2012 IRWM Plan Standards and Guidelines used to implement the Proposition 84 grant program; and

WHEREAS, the 2016 Guidelines require the governing bodies of member agencies of the RWMGs, the RWMG representatives of the governing bodies, as well as proponents of projects included in IRWM grant funding proposals to adopt an updated IRWM Plan; and

WHEREAS, the RWMG for the Antelope Valley IRWM Region has developed the 2019 update to the Antelope Valley IRWM Plan to reflect the current conditions of the region; and

WHEREAS, the 2019 Update to the Antelope Valley IRWM Plan was completed in accordance with DWR's 2016 IRWM Plan Standards and Guidelines used to implement the Proposition 1 grant program; and,

WHEREAS, adopting the 2019 update Antelope Valley IRWM Plan will enable participants in the Antelope Valley IRWM Plan, including the CITY, to apply for future grant funding under various grant programs including Proposition 1.

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

Section 1. The City Council adopted the 2019 update to the Antelope Valley IRWM Plan as a member of the Regional Water Management Group.

PASSED, APPROVED AND ADOPTED this 10<sup>th</sup> day of March, 2020 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

\_\_\_\_\_  
ANDREA ALEXANDER  
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 RESOLUTION  
CITY COUNCIL

I, \_\_\_\_\_, \_\_\_\_\_ City of Lancaster, California, do hereby certify that this is a true and correct copy of the original Resolution No. 20-07, 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**  
**City of Lancaster**

CC 4
03/10/20
JC

Date: March 10, 2020

To: Mayor Parris and City Council Members

From: Jeff Hogan, Senior Director – Development Services  
Jeff Campbell, Director – Parks, Recreation and Arts

Subject: **Award of Bid – Public Works Construction Project No. 20-012  
Prime Desert Woodland Trails Project Phase III (HT-19-024)**

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**Recommendations:**

1. Approve an appropriation in the amount of \$50,000 from Urban Structure Program-Parks fund balance account number 227-2900-000 to capital improvement project account number 227-11GA011-924.
2. Award Public Works Construction Project No. 20-012, Prime Desert Woodland Trails Project Phase III (HT-19-024), to Bowe Contractors, Inc., of Lancaster, California, in the amount of \$367,268.15 plus Additive Alternate Bid Items 8-10 in the amount of \$59,050.35 plus a 5% contingency, to construct approximately 4,218 linear feet of new pedestrian trail at the Prime Desert Woodland Preserve. Authorize the City Manager, or his designee, to sign all documents. This contract is awarded to the lowest responsible bidder per California Public Code Section 22038 (b).

**Fiscal Impact:**

\$447,634.43 (including 5% contingency) to be awarded; with approval of the appropriation recommended above (\$50,000), sufficient funds are available in Capital Improvements Budget account numbers 224-11GS011-924, 227-11GS011-924 and 349-11GS011-924. The annual cost for maintenance is estimated at \$5,500.

**Background:**

The City of Lancaster purchased a 20.3-acre parcel adjacent to the Prime Desert Woodland Preserve in 2017. In October 2018, staff applied for grant funds from the State of California's Habitat Conservation Fund Program to add trails on the newly acquired acreage.

On September 10, 2019, Council accepted the grant award, appropriated grant funds and appropriated the required match.

This is the third phase of the construction of decomposed granite trails for the Prime Desert Woodland Preserve. This project is designed to construct additional trails on the recently acquired

northwest side of the preserve, extend existing trails, and construct trail bridges at the request of the Lancaster Parks, Recreation and Arts Department.

On February 18, 2020, at 11:00 a.m., the City conducted an electronic bid opening for Public Works Construction Project No. 20-012 via PlanetBids. Three (3) electronic bids were received. The bids were as follows:

	<u>Contractor</u>	<u>City</u>	<u>Base Bid Amount</u>	<u>Additive Alt. 8-10</u>
1.	Bowe Contractors, Inc.	Lancaster, CA	\$367,268.15	\$59,050.35
2.	R. C. Becker & Son	Santa Clarita, CA	\$449,985.30	\$82,991.70
3.	Alfaro Communications Construction, Inc.	Compton, CA	*	
	Engineer's Estimate		\$460,448.12	\$76,044.60

\* City Clerk did not receive Bid Security; proposal deemed non-responsive.

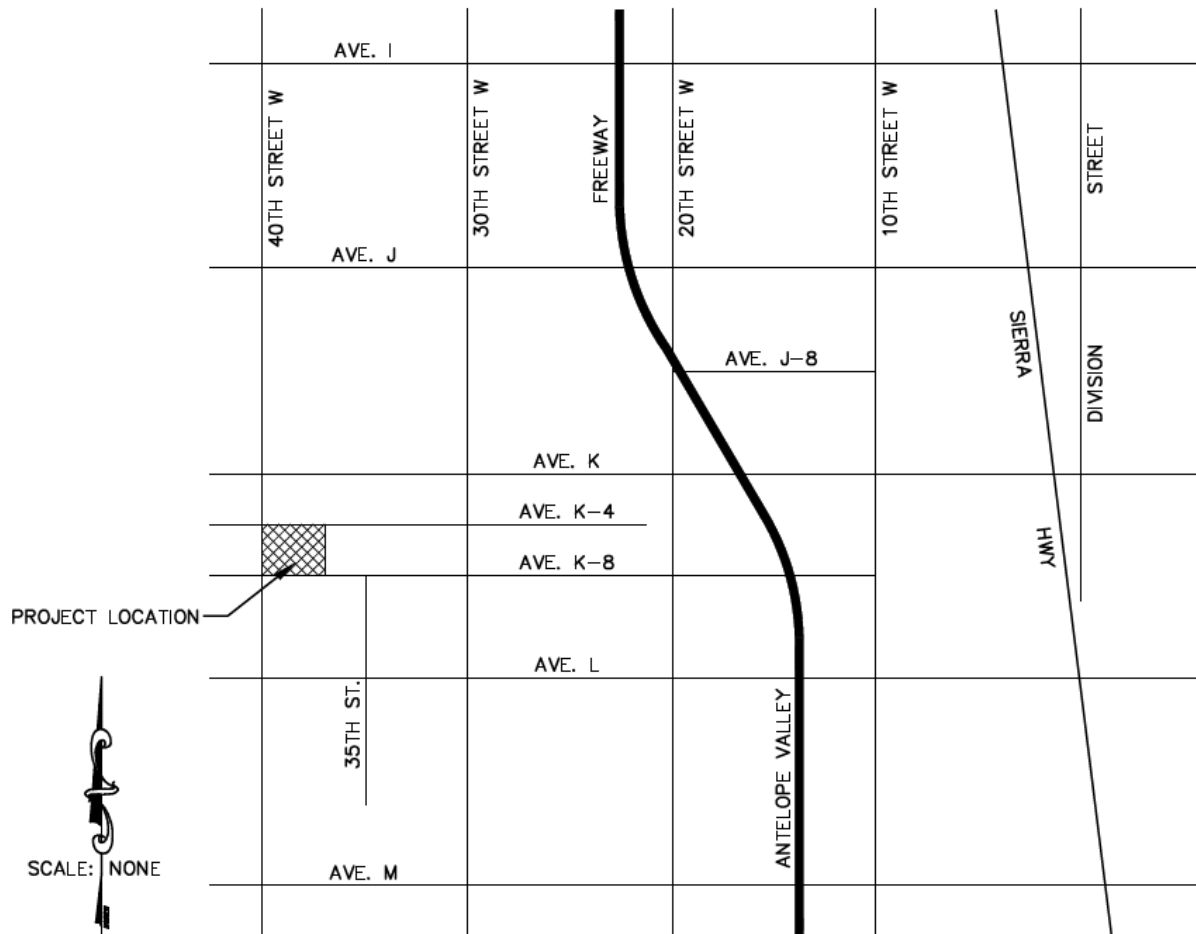
MD:gb

**Attachment:**  
Vicinity Map



# PWCP 20-012

## PRIME DESERT WOODLAND TRAILS PROEJCT PHASE III (HT-19-024)



**VICINITY MAP**



**STAFF REPORT**  
**City of Lancaster**

CC 5
03/10/20
JC

Date: March 10, 2020

To: Mayor Parris and City Council Members

From: Jeff Hogan, Senior Director – Development Services

Subject: **Task Order for Multi-Year Professional Services (Service Group Category 1 – Roadway and Structures Engineering) Design Services for PWCP 21-007 - 2020 Fall Pavement Management Program**

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**Recommendation:**

Approve Task Order No. 5 in accordance with the 2018-2020 Multi-Year Professional Services Agreement with Stantec Consulting Services, Inc., of Santa Barbara, California, in the amount of \$258,058 with a 10% contingency; and authorize the City Manager, or his designee, to sign all documents.

**Fiscal Impact:**

\$283,863.80 (including 10% contingency); sufficient funds are available in Capital Improvements Budget Account Numbers 701-12ST043-924.

**Background:**

In May 2019, the City of Lancaster adopted Resolution No. 19-17 to move forward with the issuance of revenue bonds, series 2019 (Measure M & R Street Improvement Projects) to accelerate the completion of major road improvement projects located throughout the City’s urban core. In October 2019, the City executed a Bond Purchase Agreement with the bond proceeds being allocated to multiple road improvement projects that will go to construction over the next three years. The 2020 Fall Pavement Management Program is part of the first phase of bond funded road improvement projects. This project will include the design and improvement of twenty-eight (28) lane miles of streets, including Avenue J-8 from 15<sup>th</sup> Street West to 35<sup>th</sup> Street West, Avenue K from 10<sup>th</sup> Street West to Sierra Highway, and Avenue L from 15<sup>th</sup> Street West to 30<sup>th</sup> Street West.

To assist with the mapping and design of these road improvement projects, the City intends to award a contract to a Consultant on the Multi-Year Professional Services Agreement Pre-Qualified List under Service Group Category (SGC) 1 – Roadway and Structures Engineering.

The Consultant will handle design responsibilities, including mapping, preparing traffic striping and traffic control plans, and preparation of plans, specifications and estimates (PS&E) for construction. During the design phase, the firm will also assist the City in coordinating with local utilities companies and with other capital improvement projects happening in the project areas. Staff anticipates that the design phase of the project will be complete by September 2020. The project would then go for bid award in November 2020, and construction beginning in spring 2021.

VZ:gb

**Attachment:**  
Task Order No. 5

TASK ORDER NO. 5  
UNDER

AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES  
SERVICE GROUP CATEGORY 1 – ROADWAY AND STRUCTURES

DATED DECEMBER 7, 2018

BETWEEN

THE CITY OF LANCASTER, "OWNER"  
AND  
STANTEC CONSULTING SERVICES, INC. "CONSULTANT"

PROJECT TITLE: PWCP 21-007 – 2020 Fall Pavement Management Program

DESCRIPTION OF SERVICES: Design Base Mapping, Final Pavement Recommendations, Traffic Engineering Services and Preparation of PS&E

SCOPE OF WORK: Per Attached Exhibit "1", Scope of Services

PERIOD OF SERVICES: Per Attached Exhibit "2", Schedule

COMPENSATION FOR SERVICES: Per Fee Schedule – Not to Exceed \$258,058.00

"OWNER"

"CONSULTANT"

CITY OF LANCASTER

STANTEC CONSULTING SERVICES, INC.

By \_\_\_\_\_  
Jason Caudle  
City Manager

By \_\_\_\_\_  
Derek Rapp, TE  
Principal

Date \_\_\_\_\_

Date \_\_\_\_\_

By \_\_\_\_\_  
Jeff Hogan  
Development Services Director

Date \_\_\_\_\_

APPROVED AS TO FORM:

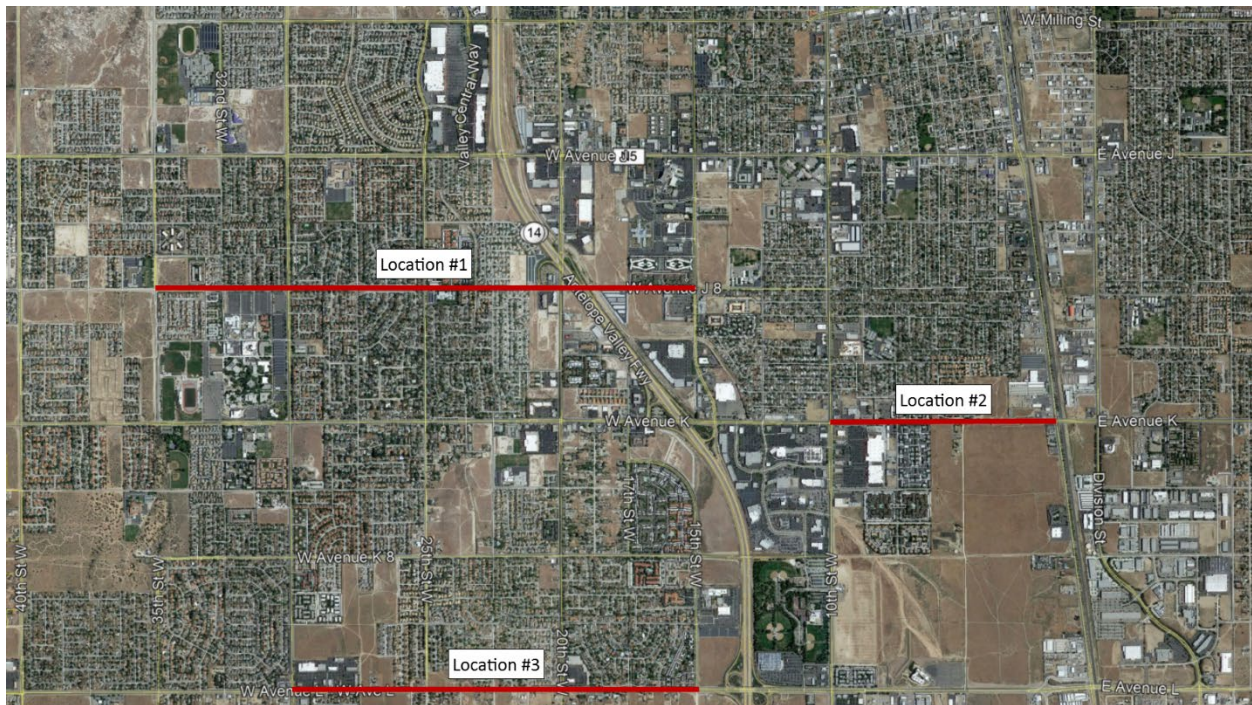
\_\_\_\_\_  
Allison E. Burns, Esq.  
City Attorney

## EXHIBIT 1: SCOPE OF SERVICES

### PROJECT DESCRIPTION AND LOCATION

Under the Revive 25 Program, the City will perform preventative maintenance treatments, rehabilitate, and/or reconstruct roads, as conditions warrant, for the locations included as part of the 2020 Fall Pavement Management Program (PMP). The Consultant shall finalize Design Base Mapping, provide Final Pavement Recommendations, Traffic Engineering Services and provide quantities and other information necessary for the preparation of specifications and estimates for these locations included as part of this Task Order.

### PROJECT MAP



The 2020 Fall Pavement Management Program (PMP) includes three project locations:

1. **Avenue J-8 - 15<sup>th</sup> St West to 35<sup>th</sup> St West** (7.3 Lane Miles; 10,700 LF)
2. **Avenue K - 10<sup>th</sup> St West to Sierra Highway** (6.5 Lane Miles; 4,400 LF)
3. **Avenue L - 15<sup>th</sup> St West to 30<sup>th</sup> St West** (10.2 Lane Miles; 8,000 LF)

These three project locations include approximately 168,960 SY (24 Lane Miles) of roadways that will be improved as part of this project. The City anticipates that the construction work will be performed within the existing street right-of-ways but may include some concrete work including ADA curb ramp upgrades, sidewalks, curb and gutter, as identified in the Scope of Work.

One of the primary goals of the road improvements will be to extend the life of the roads by 7-10 years, so proposed treatments should include a combination of strategic dig outs with thin overlays (1.5” – 3”), Cold-In-Place Recycling with thin overlays, or equivalent treatments. Construction budget for the 2020 Fall PMP is \$3.8 million dollars.

## **GENERAL SCOPE OF SERVICES AND SCHEDULE**

The general scope of services includes:

- Project Management, Progress Meetings and Coordination with City staff
- Research and Field Investigation
- Utility Coordination, Notices and Letters including with local Bus Services/Routes
- Performing Mapping Services and prepare PS&E’s in accordance with current City of Lancaster standards, policies and procedures
- Civil Plans (PS&E’s)
  - Construction Plans
  - Striping, Signing and Marking Plans
  - Traffic Control Plans
- Geotechnical Services
- Quality Assurance/Quality Control

Milestone tasks and tentative schedule are included in Exhibit 2. City is committed to providing comments on plans within 2 weeks after submittal(s). **Please note that approved plans need to be completed, signed and submitted to the City no later than August 14, 2020.**

## **ITEMS TO BE PROVIDED BY THE CITY**

The City will provide all record drawings of city-owned facilities. The City will also provide electronic files of construction plans, equivalent to 60% plans, of Location #3. Although preliminary AutoCad files will be provided, the Consultant will be required to deliver final plans in a format that adheres to the current City of Lancaster Standards for CAD Deliverables. The Consultant shall be responsible for verifying the information on the plans provided are accurate.

## **DESIGN STANDARDS AND CONSULTANT EXPECTATIONS**

The proposed improvements shall, at a minimum, follow the City of Lancaster Engineering Design Guidelines Policies and Procedures Manual. Wherever the City guidelines are absent of the latest industry updates, standards or details, Consultant shall utilize the latest Standard Specifications and Plans for Public Works Construction (“Green Book”), the Los Angeles County Department of Public Works Design Standards and Caltrans Standards. Wherever there is a conflict in design standards, Consultant shall submit a clarification in writing to the City Project Manager for

direction and approval. In most cases, the more stringent design standards shall apply. Consultant shall refer to Detailed Scope of Work herein.

## **DETAILED SCOPE OF WORK**

### **TASK 1 PROJECT MANAGEMENT AND COORDINATION (INCLUDES UTILITY NOTICES/COORDINATION)**

Perform all project management, scheduling, utility notices (Letters A, B & C), quality control, and quality assurance tasks necessary to maintain the project schedule, budget, and a high-quality set of deliverables to the City. Consultant will maintain a project schedule and provide weekly project status reports throughout the duration of the project. Consultant shall notify the Project Manager of any scope, schedule or budget issues that may arise.

Coordination of meetings necessary for the work. For purposes of this proposal, please assume that there will have four (4) in-person meetings including:

- One project kick-off meeting
- One meeting to assure a quality base mapped project
- One meeting to discuss 60% plan progress
- One meeting to discuss 90% plan progress

Consultant shall organize up to two (2) additional meetings to complete the project. Additional meetings may include meeting with other agencies such as utility companies or neighboring municipalities (if necessary).

Consultant shall coordinate and work with the following City Divisions during design: Capital Program and Development Engineering Division (primary), City Engineering Division (Traffic Engineering Section), and Public Works Division (Utility & Maintenance Services Sections). Any correspondence between Consultant and City employees, other than the Project Manager, shall be copied same day to the Project Manager as well as in the final deliverables.

For Utility Notices, Letter A shall be distributed immediately after the NTP is issued. Letter B shall be distributed at 60% design, and Letter C shall be sent at 100% design of PS&E's. Continued communication, correspondence and coordination are expected between each Utility Notice until completion of project. Consultant shall receive and file current atlas/utility maps from all agencies and utilize all utility information for the development of PS&E's. Utility Letter Templates for A, B & C are provided in the appendix. Note: Consultant shall include in their proposal any potential costs for requesting utility maps, plans or data from any of the utility agencies during the utility notice process (Letter A, B & C) and design phase of the project. Consultant will be expected to adhere to all utility agency rules and regulations and may be asked to sign any non-disclosure agreements while obtaining utility maps.



Continued coordination throughout the project with the City is necessary including coordination with all utility agencies and AVTA. Upon notice to proceed with design, Consultant shall distribute Utility Letter A Notice.

The following is a list of the representative utility companies/agencies that shall be contacted (but not limited to):

- Southern California Edison
- Southern California Gas
- AT&T
- Frontier
- Sanitation Districts of Los Angeles County, District #14
- Spectrum
- Los Angeles County Waterworks (Consultant shall determine if any privately-owned water companies are within the project boundaries and coordinate with those agencies)
- AVTA
- City of Lancaster (Sewer, Storm Drain, Recycles Water, Streetlights, Traffic Signals)

Consultant shall conduct surface identification of all utilities located at project locations. The Consultant shall submit to each utility company a preliminary set of plans that provide the project locations, proposed treatment (including depth of treatment) and identify any areas where existing utilities may conflict with the proposed improvements.

Consultant must provide quality assurance and control of survey, design plans, specifications, and estimates prior to each submittal. This task is required to verify that no unsafe design changes have been made or proposed, geometric layout has not been critically altered, improvement goals are being met, economy of project is maintained, plans are consistent across improvements, there are no conflicts between trades, and construction integrity of the design is ensured.

## **TASK 2 RESEARCH AND GEOTECHNICAL SERVICES**

### **2.1 Research**

Research shall include all avenues required that may be used in support of the engineering design improvements between the project limits, to produce a complete PS&E package; as a minimum, the following shall be provided:

- Research available record drawings from agencies that have jurisdiction within the project sites and record drawings or atlas/utility maps. Consultant shall review the details/items represented on all record drawings obtain available updated record drawings from proper sources.
- Research pertinent record maps, vesting deeds and Assessor Parcel information to compile the boundary lines from a "best fit" combination of these record sources.

- Consultant shall perform a field review. The field investigation will be used to document general alignment, visually evaluate any noticeable or potential drainage issues, and to take note of issues that may affect the design. In addition, the Consultant shall take the opportunity to verify existing record plans, utility responses, and survey information available at the time of the field visit. A photo log of the site shall also be provided to the City.
- Incidental research.

### **3.2 Geotechnical**

The geotechnical investigation will include field investigation and exploration work to obtain representative soil samples, pavement corings and deflection testing for the geotechnical analysis of the subsurface material relating to all project excavations and subgrade preparation.

In preparation for the filed exploration, the Consultant will notify Underground Service Alert (USA) at least 48-hours prior to commencing the field work to locate underground utilities or services where drilling geotechnical borings. The following is an outline of the work:

- Coordination with the supervising civil engineer and City of Lancaster staff regarding the scope and schedule of Consultant's work and select location for pavement core
- Coordination with the coring contractor and traffic control personnel prior to the start of work
- A no fee permit shall be obtained from the City of Lancaster prior to the start of geotechnical work.
- Coordination and Clearance with underground service alert prior to the proposed coring and auguring in order to locate potentially affected utilities.
- Completion of cores through the existing asphalt concrete (AC) and/or Portland cement concrete (PCC) pavements at pertinent locations to be determined by the Consultant to assist in the successful design of the project. Removal of any base course beneath the pavement shall be performed using manual labor.
- Observations and documentation of subsurface materials exposed along all locations to be tested will be performed by our field personnel at each core location. Subgrade soil samples will be collected at each location for lab testing. Collection of soils may require the use of a hand auger in order to obtain a sufficient amount of soil to perform the testing.

- Base material and pavement cores shall be immediately replaced/repared following observation to minimize mobilization costs for the coring contractor and traffic management. Hot mix asphalt or Caltrans Set 45 shall be used for pavement repair.
- Traffic Management Services shall be provided during the coring in accordance with the latest California MUTCD.
- Perform R-value and soil classification testing on soil samples at each location.
- Prepare a report providing pavement design recommendations based on R-Value test results in accordance with the City's Engineering Design Guideline Policies & Procedures Manual.
- For the purposes of this Task Order, please assume coring will be performed at 500-foot maximum intervals on Avenue J-8 from 15<sup>th</sup> St West to 35<sup>th</sup> St West (Location #1) and at 1,000-foot intervals on Avenue K from 10<sup>th</sup> St West to Sierra Highway (Location #2) and Avenue L from 15<sup>th</sup> St West to 30<sup>th</sup> St West (Location #3).
- For the purposes of the Task Order, please assume deflection tests will be performed at 100-ft maximum intervals in each travel lane.

### **TASK 3      MAPPING SERVICES & BASE MAPS (30% PLANS)**

#### **3.1 Base Map**

Develop and/or update an electronic base map of the selected street areas for locations #1 and #2 project sites. Base maps shall be compatible with the City's current ACAD system (see CAD Deliverable Standards in Appendix). The development of the base maps shall consist of drafting plan locations showing existing property lines (ROW to ROW including all approach intersections plus 300' beyond the intersection sites in each direction), concrete improvements, drainage lines, all surface and underground utilities, power poles, streetlights, traffic signals, asphalt concrete limits, and striping and signage.

The Consultant shall prepare all base maps in accordance with the latest City of Lancaster Engineering Design Guidelines and label all land uses on base maps. Base mapping shall be field checked to ensure base mapping is reflective of existing conditions. Wherever the City guidelines are absent of the latest industry updates, standards or details, Consultant shall utilize the latest Standard Specifications and Plans for Public Works Construction (Green Book), the Los Angeles County Department of Public Works Design Standards and Caltrans Standards. Wherever there are conflicts in design standards, Consultant shall submit a clarification in writing to the Project Manager for direction and approval. In most cases, the more stringent standards shall apply for the design and development of PS&E's. Consultant shall also refer to the COL's Master Plan for Trails and Bikeways, Complete Streets and Master Plan of Drainage to view the approved developments

for routes, trails, streets, bikeways, storm drainage, and incorporate these items accordingly into the PS&E's.

Plans shall be in English units and must conform to Caltrans, Federal, City, and County standards, regulations, policies, procedures, manuals, and practices. The Consultant shall provide clear, concise, and complete Plans. The Consultant shall provide enough detail to delineate pavement limits and existing utilities.

## **TASK 4 ENGINEERING PLANS (60%, 90% 100% PS&E s)**

### **4.1 General**

Consultant shall prepare construction documents (PS&E's) for the project, which shall cover the work necessary to bid and construct the improvements described in this Task Order (including quantities of each individual item and treatment that would be included in bid schedule). The plans shall show tie back into existing curbs or AC edge of pavement and flow line. The Consultant shall make all submittals in hardcopy and electronic (editable and PDF) copies on disk. In general, the City will expect three (3) hard copies of submittals and one (1) disk. The following submittals are envisioned for the completion of the design: 30%, (covered under Task 3), 60% Plans, 90%, and 100% (Final) PS&E's.

Existing roadways, structures, utilities, and other items affected by the project will be shown in addition to the proposed construction. The plans will include horizontal layout and design, pavements, typical sections, details, signing and striping, ROW and property lines.

The following plan sheets are anticipated to be included in the design:

- a. Title sheet - Includes project information, vicinity map, location map, benchmark, sheet index, and City and utility contact information.
- b. Notes - Contains standard City and Engineers notes, legend, and abbreviations.
- c. Sections and Details - Contains typical roadway sections, sheet layouts, and details for work described on the plans.
- d. Demolition Sheet - Shows items to be removed, relocated, or protected.
- e. Pavement Rehabilitation Sheets - Standard roadway plan sheets shall be used. The plan view will be prepared at a scale of 1"=40' for horizontal. The sheets will provide the appropriate construction call outs, including limits of the project, pavement areas, curb, gutter and sidewalk, driveway conforms, and other details necessary to construct the project. The plans will include sufficient detail to locate the improvements based on roadway station callouts and horizontal line and curve data. The plan will include the right-

of-way clearly marked and adjacent properties identified by parcel number and property owner.

- f. Construction Details - Project details will be included as necessary. Details may include pavement section details, drainage details and/or utility adjustment details, Pavement will be designed to the same structure as existing intersection pavements or based on a resulting Geotechnical report R-values and Testing and Traffic Index as provided by the City.
- g. Striping, Signing and Marking Plans - The plans will use California MUTCD references and detail numbers, where applicable and available, and specific information to specify signing, striping or pavement markings not included in the current manual. A schedule of proposed striping and a schedule of pavement markings will be shown on the plans. Thermoplastic shall be included for all long ling striping, including but not limited to, lane lines, broken lane lines, double solid lines, and edge lines. Project limits to include all required approach striping. For Signs, the size, shape, lettering type and size, colors, and symbols, to specify signs not included in the current manual. A schedule of proposed signs will be shown on the plan. Project limits to include all required approach signing.
- h. Final Bid Set - 100% PS&E's - Final Plans, Specifications and Estimates include 100% plans, stamped and signed for Bid package.

### **Phases for PS&E's**

(For 30% Plans, see Task 3)

#### **4.2 60% P&E's**

After approval of the base plans (30% Plans), the Consultant will produce 60% design documents. The 60% design documents will include preliminary plans and quantities based on the specific road treatment(s). The plans will include horizontal control and call-outs to sufficiently layout the design elements, demo plans, curb, gutter, sidewalk, preliminary traffic control plans, striping/signing/markings plans, miscellaneous utility improvements and construction details). Following the submittal and the 60% review, Consultant will arrange to meet with the City to discuss the design comments. The City will provide Consultant with one non-conflicting set of redline mark-up plans. Utility Notification Letter B to be sent with 60% plans to all utilities per Task 1. Engineer's estimate shall be drafted and totaled for City Engineer's review; draft shall follow City's Bid Schedule format (sample to be provided by City).

Due to extended review period for traffic control plans and signing and striping plans, first submittal of both TCP and S&S plans will be due no later than **June 5, 2020**, when 60% plans would be due.

The traffic control plans will be reviewed and comments will be provided back to Consultant for finalization. Consultant shall expect a minimum of two (2) reviews for the traffic control plans.

Consultant shall prepare traffic control plans for arterial streets, according to California MUTCD and City of Lancaster requirements. Consultant shall prepare signing and striping plans for arterial streets, according to CAMUTCD and City of Lancaster requirements. Once signing and striping plans have been finalized, Consultant shall provide breakdown of sign and striping quantities for each project location so that staff can include in final bid schedule.

The City shall prepare the main body of the specifications; specifications expected of the Consultant shall be limited to details, cut sheets and specifications for items beyond the Greenbook.

### **4.3 90% PS&E's**

Based on the 60% comments, Consultant will bring the 60% design documents to a 90% level of design. The 90% design documents will include plans and estimates for the project. The plans will include necessary horizontal control in addition to vertical grades to layout the design elements, including details on existing utilities and sufficient details to construct all the design elements; design documents shall include pavement rehabilitation plans, traffic control plans, striping/signing/markings plans and construction details.

Prior to the 90% submittal, the Consultant shall verify quality assurance of the proposed layout to verify that the design is accurate with respect to City sign standards and that no unsafe design changes are proposed, and construction integrity of the design is maintained.

Following the 90% submittal and City review, the Consultant will arrange to meet with the City to discuss the design comments. The City will provide the Consultant with one non-conflicting set of redline mark-up plans.

**PS&E's for Final Bid Set** - Final Plans include 100% plans, specifications and estimates, stamped and signed for Bid package. Consultant shall deliver 100% construction documents (Final Bid Set). No formal meeting is anticipated following City review.

## **TASK 5 DELIVERABLES**

Consultant shall provide to the City deliverables in hardcopy and electronic format for all phases shown below and as detailed in the Capital Program Division's Standards for CAD Deliverables, WORD (Specifications) and EXCEL (Estimate) files. Provide hard copies in numbers as stated.

Cost of the following deliverables shall include reimbursable costs including but not limited to shipping, supplies, etc.:

## **5.1 Project Management, Coordination and Utility Notices**

- a. PDF of Kick-off Meeting (1) (Agenda and Minutes)
- b. PDF of Progress Meetings (3) (Agenda and Minutes for 30%, 60% and 90%)
- c. PDF of Utility Meetings, Coordination Calls/Emails, Correspondence, Notification Letters (A, B & C) and all Utility issued record Maps (WORD for Utility Notification Letters)
- d. PDF copies of Permit Documentation/Correspondence/Notices (if permits necessary)
- e. PDF and MICROSOFT PROJECT PROFESSIONAL 2016 FOR GANTT CHART of Detailed Project Schedule
- f. A disk containing a copy of utility contact log and utility notifications/request for information/record drawings research letters.

## **5.2 Research and Geotechnical**

- a. PDF of all record maps not issued by City (street, storm, sewer, electrical, etc.)
- b. PDF of all atlas/utility maps not issued through Letter A, B & C process
- c. PDF of all of survey records, tie sheets, field books, monument records, etc. (not provided by City)
- d. PDF of boundary and ROW maps obtained
- e. PDF of all record maps, vesting deeds and Assessor Parcel information (not provided by City)
- f. PDF of all geotechnical documents, reports, field samples, photos and correspondences
- g. PDF of all incidental research documents (not provided by City)

## **5.3 Base Map (30% Plans)**

- a. Consultant shall provide to the City deliverables in hardcopy and electronic format as detailed in the Capital Program Divisions Standards for CAD Deliverables
- b. PDF copies of all maps/exhibits/data obtained during the project design
- c. 30% Plans (demolition, street layout, plan and profile, preliminary striping/signing/markings and any preliminary construction details)
- d. A disk containing editable AutoCAD files of all legal descriptions, exhibits, and road deeds.

#### **5.4 Plans (60%, 90% & 100% PS&E's)**

- a. 60% Plans and Estimates (P&E's) - (3-hard copies)
- b. 90% PS&E's (3-hard copies)
- c. PDF copy of list of APN's and identification of areas where ROW acquisition will be needed (for 60%, 90% and 100% phases).
- d. PS&E's Final Bid Set (100%) - stamped and signed (3-hard copies)
- e. Consultant shall provide to the City deliverables in hardcopy and electronic format for all items a. through f. described above.

#### **ADDITIONAL SERVICES NOT INCLUDED**

Services other than those set forth in this exhibit shall constitute extra services. Extra services include but are not limited to, attendance at meetings other than those included in the Scope of Services, additional plan sheets, topographic survey, etc. shall be considered additional services and will be performed only with written authorization from the City and for additional fees to be negotiated prior to authorization.



## EXHIBIT 2: SCHEDULE

Immediately following selection, the selected Consultant will be notified with a Notice of Intent to Award. Task Order and Purchase Order will be processed and executed as soon as possible following selection, and shall be in place prior to Notice to Proceed.

<b>TASKS</b>	<b>COMPLETE BY</b>
Notice to Proceed	March 20, 2020
30% Plans (All Locations)	May 11, 2020
60% Plans (All Locations)	June 5, 2020
Signing & Striping Plans and Traffic Control Plans (First Submittal)	June 5, 2020
90% Plans	July 17, 2020
Final Bid Set 100% (Construction, S&S and TCP)	August 14, 2020

City review periods, as noted in Exhibit 1, are included in this schedule; no additional time will be awarded for allowable time with City.

*With submittal of a Proposal, the Consultant acknowledges understanding and awareness of the proposed schedule. No price adjustments will be permitted for acceleration.*

