

NOTICE

Members of the public may address the City Council on any item shown on the agenda or matter of the Council's authority after completion of "Request to Address the Council Form" available in the lobby of the Council Chambers or in the City Clerk's office. This form must be completed 15 minutes prior to the scheduled meeting time. Pursuant to Section 54957.5 of the California Government Code, Any writings (Except for those writings which are exempt from disclosure) which are distributed to all or a majority of the members of the City Council are available for public inspection in the lobby of the City Council Chambers and in the office of the City Clerk during regular business hours.

**COMPTON CITY COUNCIL
AGENDA
Tuesday, June 30, 2009
7:00 PM**

HEARING(S)

**7:15 P.M. - PUBLIC HEARING - ANNUAL 2009/2010 FISCAL YEAR BUDGET
(Item 15)**

**7:20 P. M. - PUBLIC HEARING -TO CONSIDER SCHEDULE OF FEES FOR
WEED AND RUBBISH ABATEMENT (Pursuant to Section 8-11 of the CMC)
(Item 16)**

**7:25 P. M. PUBLIC HEARING - TO CONSIDER SCHEDULE OF FEES FOR
ABANDONED VEHICLES (Pursuant to Section 8-5 of the CMC) (Item 17)**

**7:40 P.M. - PUBLIC HEARING - INTENTION TO LEVY AND COLLECT
ASSESSMENT AND CHARGES WITHIN LIGHTING AND LANDSCAPING
(Items 18 and 19)**

**7:45 p.m. - PUBLIC HEARING - INTENTION TO LEVY AND COLLECT
ASSESSMENTS AND CHARGES WITHIN SEWER SERVICE CHARGES
(Items 20 and 21)**

OPENING

ROLL CALL

APPROVAL OF MINUTES

INTRODUCTION OF SPECIAL GUESTS

CONSENT AGENDA

Consent items are routine and expected to be non-controversial. They will be acted upon by the Council at one time without discussion unless a Council Member requests an item be removed or discussed.

REPORTS OF OFFICERS AND COMMISSIONS

CITY MANAGER/CITY ATTORNEY REPORTS

1. REQUEST FOR STREET CLOSURE - North Northwood Avenue Block Club (July 4, 2009 from 12:00 p.m. to 7:00 p.m. - Popular and Spruce Streets)
2. REQUEST FOR STREET CLOSURE - Tajauta Block Club (July 25, 2009 - 12:00 p.m. to 7:00 p.m. - Spruce and Poplar Streets)
3. REQUEST FOR STREET CLOSURE - Caswell Block Club (July 4, 2009 from 10:00 a.m. - 7:00 p.m. - Alondra to Claude Streets)
4. REQUEST FOR STREET CLOSURE - Our Lady of Victory (July 11, 2009 from 1:00 p.m. to 12:30 a.m. - Santa Fe to Rose)
5. REQUEST FOR STREET CLOSURE - Sloan Avenue Pacesetters Block Club (July 4, 2009 from 10:00 a.m. to 4:00 p.m. - Sloan to Laurel and Poinsettia to Laurel)
6. REQUEST FOR STREET CLOSURE - 138th Street Family Block Club (July 11, 2009 from 1:00 p.m. to 6:00 p.m. - 138th and Tajauta to 138th and Elva)

CITY FIRE DEPARTMENT

7. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON REQUESTING ADDITIONAL FUNDS FOR THE URBAN AREA SECURITY INITIATIVE GRANT, APPROVED IN RESOLUTION NO. 22,636
8. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING A PURCHASE ORDER WITH GARDLINE COMMUNICATIONS FOR THE PURCHASE OF SATELLITE PHONES FOR DISASTER AND EMERGENCY OPERATIONS

GENERAL SERVICES

9. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT AND ISSUE A PURCHASE ORDER TO RUMSEY HARDWOOD FLOORING INC. FOR THE INSTALLATION OF A GYMNASIUM FLOOR AT GONZALES PARK

RISK MANAGEMENT

10. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH AON RISK SERVICES FOR PROPERTY, BOILER AND MACHINERY, DIC (EARTHQUAKE AND FLOOD) AND EXCESS GENERAL LIABILITY INSURANCE.

WATER DEPARTMENT

11. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER TO SPRINGBROOK SOFTWARE COMPANY TO UPGRADE THE UTILITY BILLING SOFTWARE AND TRANSFER FUNDS BETWEEN ACCOUNTS

END CONSENT AGENDA

REPORTS OF OFFICERS, BOARDS, COMMISSIONS AND COMMITTEES

12. RESIGNATION OF GIOVANNA BRASFIELD (Oversight Committee)

CITY MANAGER'S REPORT

CITY ATTORNEY'S REPORTS

CITY TREASURER'S REPORTS

13. INVESTMENT REPORTS (April 2009 and May 2009)

UNFINISHED BUSINESS

14. AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COMPTON AMENDING CHAPTER VII (POLICE REGULATIONS) OF THE COMPTON MUNICIPAL CODE BY ADDING SECTION 7-25 RELATING TO RESIDENCY RESTRICTIONS FOR SEX OFFENDERS **(Second Reading)**

NEW BUSINESS

15. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON ADOPTING THE COMBINED BUDGET FOR FISCAL YEAR 2009-2010
16. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON ESTABLISHING A FEE SCHEDULE FOR WEED AND RUBBISH ABATEMENT
17. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON ESTABLISHING A SCHEDULE OF FEES FOR VIOLATIONS OF SECTION 8-5 OF THE COMPTON MUNICIPAL CODE (ABANDONED VEHICLE ABATEMENT)
18. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON APPROVING THE ENGINEERING REPORT OF WILLDAN FINANCIAL SERVICES FOR THE CITY OF COMPTON'S LIGHTING AND LANDSCAPE ASSESSMENTS DISTRICT NO. 1 CHARGES FOR FISCAL YEAR 2009/2010
19. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS WITHIN THE LIGHTING AND LANDSCAPE DISTRICT NO. 1 FISCAL YEAR 2009/2010
20. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON APPROVING THE ENGINEERING REPORT OF WILLDAN FINANCIAL SERVICES FOR THE CITY OF COMPTON'S SEWER SERVICE CHARGE FOR FISCAL YEAR 2009/2010
21. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS OF SEWER SERVICE CHARGE FOR FISCAL YEAR 2009/2010
22. AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COMPTON AMENDING SECTIONS 9-23.3 AND 9-23.13 OF CHAPTER IX OF THE COMPTON MUNICIPAL CODE RELATIVE TO THE REGULATION AND LICENSING OF BINGO GAMES FOR CHARITABLE PURPOSES
(First Reading)
23. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON ADOPTING THE CITY OF COMPTON FINANCIAL POLICIES AND PROCEDURES MANUAL

APPROVAL OF WARRANTS

24. **WARRANT #176485 - DATE - 6/25/09 - NAME - KELLY LYTTON & WILLIAMS LLP - DESCRIPTION - LEGAL SERVICES - AMOUNT - \$11,910.00 - REQUESTED BY: CITY ATTORNEY**
WARRANT #176434 - DATE - 6/24/09 - NAME - GENERAL PUMP SERVICES INC. - DESCRIPTION - EVALUATE AND REPAIR WELLS - AMOUNT - \$195,954.57 - REQUESTED BY: WATER DEPT.

TOTAL AMOUNT - \$207,864.57

25. **WARRANT #176091- DATE - 6/22/09 - NAME - CONCHING ENTERPRICES INC. - DESCRIPTION - HAZMAT PICK UP - AMOUNT - \$3,003.25 - REQUESTED BY: PUBLIC WORKS**

AUDIENCE COMMENTS

COUNCIL COMMENTS

ADJOURNMENT

NEXT REGULAR MEETING: Tuesday, July 07, 2009 @ 7:00 PM.

Visit our website at <http://www.comptoncity.org>

MEMORANDUM

STREET CLOSURE APPLICATION

Date: May 21, 2009

To: Public Works Department - Alan Pyeatt
 Street Maintenance - Robert Montgomery
 Fire Department - Jon Thompson, Marcel Melanson
 Sheriff's Department - Bryan Woods, Jessica Brothers

From: Julian Davis - Director for the MLES Department

SUBJECT: NORTH NORTHWOOD AVENUE BLOCK CLUB

Please be advised that the City Manager has requested that the **North Northwood Block Club Street** closure be pre-approved by the Street Maintenance; Sheriff Department and Fire Department before submitting to the Honorable Mayor and Council for approval. The following Street Closure Application for North Northwood a venue Block Club has been submitted an application as followed:

Date of Event: Saturday - July 4, 2009

Time of Event: 12:00 p.m. to 7:00 p.m. (7 hours)

Addresses to be affected
By street closure: 602-911 North Northwood Avenue - (30 homes)

Street to block off: Popular and Spruce Streets

Contact Person Murial Longo
Contact Number: (310) - Day (310) Cell

After reviewing the application, the Street Maintenance Department, Fire Department, Sheriff's Department recommend the following

APPROVED

DENIED

PENDING

Please provide your recommendation below, sign, date and return or fax form to the MLES Department within **three (3) days** of receipt in order to process application in a timely manner. The MLES Department's fax number is (310) 537-1907.

SHERIFF'S DEPT.
 Department

[Signature]
 Signature

05-29-09
 Date

Thank you for your courtesy and cooperation in this matter.

[Signature]
 Julius Davis, Director
 Director of MLES
 (Application attached)

#1.

MEMORANDUM STREET CLOSURE APPLICATION

Date: May 21, 2009

To: Public Works Department - Alan Pyeatt
Street Maintenance - Robert Montgomery
Fire Department - Jon Thompson, Marcel Melanson
Sheriff's Department - Bryan Woods, Jessica Brothers

From: Julian Davis - Director for the MLES Department

SUBJECT: NORTH NORTHWOOD AVENUE BLOCK CLUB

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Time of Event: 12:00 p.m. to 7:00 p.m. (7 hours)

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By street closure: 602-911 North Northwood Avenue - (30 homes)

Street to block off: Popular and Spruce Streets

Contact Person Murial Longo
Contact Number: (310) --- - Day (310) tell

After reviewing the application, the Street Maintenance Department, Fire Department, Sheriff's Department recommend the following

APPROVED

DENIED

PENDING

Please provide your recommendation below, sign, date and return or fax form to the MLES Department within **three (3) days** of receipt in order to process application in a timely manner. The MLES Department's fax number is (310) 537-1907.

Public Works
Department

Signature

6-3-09
Date

Thank you for your courtesy and cooperation in this matter.

Julius Davis, Director
Director of MLES
(Application attached)

MEMORANDUM STREET CLOSURE APPLICATION

Date: May 21, 2009

To: Public Works Department - Alan Pyeatt
Street Maintenance - Robert Montgomery
Fire Department - Jon Thompson, Marcel Melanson
Sheriff's Department - Bryan Woods, Jessica Brothers

From: Julian Davis - Director for the MLES Department

SUBJECT: NORTH NORTHWOOD AVENUE BLOCK CLUB

Please be advised that the City Manager has requested that the **North Northwood Block Club Street** closure be pre-approved by the Street Maintenance; Sheriff Department and Fire Department before submitting to the Honorable Mayor and Council for approval. The following Street Closure Application for North Northwood a venue Block Club has been submitted an application as followed:

Date of Event: Saturday - July 4, 2009

Time of Event: 12:00 p.m. to 7:00 p.m. (7 hours)

Addresses to be affected

By street closure: 602-911 North Northwood Avenue - (30 homes)

Street to block off: Popular and Spruce Streets

Contact Person Murial Longo

Contact Number: Day Cell

After reviewing the application, the Street Maintenance Department, Fire Department, Sheriff's Department recommend the following

APPROVED

DENIED

PENDING

Please provide your recommendation below, sign, date and return or fax form to the MLES Department within **three (3) days** of receipt in order to process application in a timely manner. The MLES Department's fax number is (310) 537-1907.

Fire

Signature

Date

Thank you for your courtesy and cooperation in this matter.

Julius Davis, Director
Director of MLES
(Application attached)

#1.



Date Received:

5-7-09

Application #

1

Received By:

P. Sweet

BLOCK CLOSURES PERMIT APPLICATION

OFFICIAL BLOCK CLUB NAME:

N. NORTHWOOD AVE.

TODAY'S DATE:

May 7, 2009 ~ Thursday ~

(Application must be made at least 30 working days prior to event)

DATE(S) OF STREET CLOSURE:

July 4, 2009 ~ Saturday ~

BEGINNING AND ENDING TIME OF EVENT:

12 PM ~ 7 PM

EVENT SPONSOR:

4TH OF JULY BLOCK PARTY

APPLICATION/RESPONSIBLE PARTY:

Murial A. Longo

(Must be 18 years of age or older)

ADDRESS:

615 N. NORTHWOOD AVE. COMPTON, CA. 90220

PHONE NUMBER: (DAY)

310-

(NIGHT)

(CELL)

310-

ADDRESSES TO BE AFFECTED BY THE STREET CLOSURE:

602 - 911 N. NORTHWOOD AVE.

(From - to)

NUMBER OF HOMES/PROPERTIES IN AFFECTED AREA:

30

TYPE OF EVENT:

4TH OF JULY

APPROXIMATE NUMBER OF PEOPLE ATTENDING:

DESCRIPTION OF EQUIPMENT TO BE USED:

Jumpers - Waterslides - DJ

(Stage, jumper, sound system, etc.)

Please acknowledge that these will be adhered to:

1. There will be no consumption of alcohol on City or public property INITIAL MAL
2. The closed area must be closed no earlier than 10 am and re opened by 7 pm INITIAL MAL
3. No fee may be collected to attend INITIAL MAL
4. The applicant agrees to indemnify, defend and hold harmless the City and any and all of its employees, officials and agents from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including attorneys' fees and cost, court costs, interest, defense costs, and expert witness fees, where the same arise out of or are in consequence of, or are in any way attributable to, in whole or in part, the performance of this permit or by any individual or entity for which the person applying is legally liable, including but not limited to officers, agents, or employees or the person applying.

INITIAL MAL

5. Street must be accessible to emergency vehicles at all times.

INITIAL MAL

6. The applicant shall reimburse the City for any costs related to
The party such as clean up or Sheriff's services.

INITIAL MAL

7. Jumpers must be placed on soft ground

INITIAL MAL

Additional information requested:

Diagram of the layout for the event, including placement of any equipment used.

Signatures of approval of at least 70% of the residents within the affected area. ✓

I HEREBY STATE THAT THE ABOVE STATEMENTS AND ANSWERS CONTAINED HEREIN
ARE IN ALL RESPECTS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND
BELIEF.

I FURTHER STATE THAT I HAVE READ AND I UNDERSTAND THE RULES AND
REGULATIONS AND, IN THE EVENT THE PERMITS IS GRANTED, I WILL COMPLY IN ALL
RESPECTS TO THE REGULATIONS THEREIN.

Musial O Longo 05-07-09
Signature of application

Please do not write below this line

Received by (Date) May 11, 2009

INITIAL Pat Swab

Sheriff's Department Personnel Signature of Approval _____

Fire Department Personnel Signature of Approval _____

ICMS Personnel Signature of Approval _____

Date of Approval _____

This is *not* a permit to neither conduct a party, disturb the peace nor create an
unsafe condition. This is not a contract and shall only be used as consent from the
City to create a temporary street closure for the dates and times indicated on this
permit.

#1.

POPLAR ST.

XXXXXX

602

N. NORTHWOOD AVE.

ACTIVITY BOOTHS

Booths

Booths

~ Basketball courts ~
(movable in seconds)

~*~
JUMPERS

~*~
Waterslides
(change)

~*~
DJ
(change)

911
N. NORTHWOOD AVE.

SPRUCE ST

XXXXXX

NORTH SIDE

~ CLIVEDEN AVE. ~

MEMORANDUM

STREET CLOSURE APPLICATION

Date: May 21, 2009

To: Public Works Department - Alan Pyeatt
Street Maintenance - Robert Montgomery
Fire Department - Jon Thompson, Marcel Melanson
Sheriff's Department - Bryan Woods, Jessica Brothers

From: Julian Davis - Director for the MLES Department

SUBJECT: TAJAUTA BLOCK CLUB

Please be advised that the City Manager has requested that the **Tajauta Block Club** closure be pre-approved by the Street Maintenance; Sheriff Department and Fire Department before submitting to the Honorable Mayor and Council for approval.

Date of Event: Saturday, July 25, 2009

Time of Event: 12:00 p.m. to 7:00 p.m. (7 hours)

Addresses to be affected

By street closure: 909-614 North Tajauta (30 Homes)

Street to block off: Spruce and Popular Streets

Contact Person Jasper Jackson

Contact Number: _____ - Day _____ Cell _____

Number attending: 100 people

After reviewing the application, the Street Maintenance Department, Fire Department, Sheriff's Department recommend the following

APPROVED

DENIED

PENDING

Please provide your recommendation below, sign, date and return or fax form to the MLES Department within **three (3) days** of receipt in order to process application in a timely manner. The MLES Department's fax number is (310) 537-1907.

LASD

Department

C

Signature

06-04-09

Date

Thank you for your courtesy and cooperation in this matter.

Julius Davis, Director

Director of MLES

(Application attached)

#2.

MEMORANDUM STREET CLOSURE APPLICATION

Date: May 21, 2009

To: Public Works Department - Alan Pyeatt
Street Maintenance - Robert Montgomery
Fire Department - Jon Thompson, Marcel Melanson
Sheriff's Department - Bryan Woods, Jessica Brothers

From: Julian Davis - Director for the MLES Department

SUBJECT: TAJAUTA BLOCK CLUB

Please be advised that the City Manager has requested that the **Tajauta Block Club** closure be pre-approved by the Street Maintenance; Sheriff Department and Fire Department before submitting to the Honorable Mayor and Council for approval.

Date of Event: Saturday, July 25, 2009
Time of Event: 12:00 p.m. to 7:00 p.m. (7 hours)

Addresses to be affected
By street closure: 909-614 North Tajauta (30 Homes)

Street to block off: Spruce and Popular Streets

Contact Person Jasper Jackson
Contact Number: _____ **Day** _____ **Cell** _____

Number attending: 100 people

After reviewing the application, the Street Maintenance Department, Fire Department, Sheriff's Department recommend the following

APPROVED

DENIED

PENDING

Please provide your recommendation below, sign, date and return or fax form to the MLES Department within **three (3) days** of receipt in order to process application in a timely manner. The MLES Department's fax number is (310) 537-1907.

Fire

Department

J Signature

6/3/09
Date

Thank you for your courtesy and cooperation in this matter.

Julius Davis, Director
Director of MLES
(Application attached)

F.D. Access must be available

MEMORANDUM

STREET CLOSURE APPLICATION

#2.

Date: May 21, 2009

To: Public Works Department - Alan Pyeatt
Street Maintenance - Robert Montgomery
Fire Department - Jon Thompson, Marcel Melanson
Sheriff's Department - Bryan Woods, Jessica Brothers

From: Julian Davis - Director for the MLES Department

SUBJECT: TAJAUTA BLOCK CLUB

Please be advised that the City Manager has requested that the **Tajauta Block Club** closure be pre-approved by the Street Maintenance; Sheriff Department and Fire Department before submitting to the Honorable Mayor and Council for approval. The following Street Closure Application for North Northwood a venue Block Club has been submitted an application as followed:

Date of Event: Saturday, July 25, 2009

Time of Event: 12:00 p.m. to 7:00 p.m. (7 hours)

Addresses to be affected
By street closure: 909-614 North Tajauta (30 Homes)

Street to block off: Spruce and Popular Streets

Contact Person Jasper Jackson
Contact Number: - Day (3) - - - - - Cell

Number attending: 100 people

After reviewing the application, the Street Maintenance Department, Fire Department, Sheriff's Department recommend the following

APPROVED

DENIED

PENDING

Please provide your recommendation below, sign, date and return or fax form to the MLES Department within **three (3) days** of receipt in order to process application in a timely manner. The MLES Department's fax number is (310) 537-1907.

Public Works
Department

Signature

6-3-09
Date

Thank you for your courtesy and cooperation in this matter.

Julius Davis, Director
Director of MLES
(Application attached)

#2.2 A



BLOCK CLOSURES PERMIT APPLICATION

B-25-09

July 25, 2009

TODAY'S DATE: April 6, 2009
(Application must be completed at least 30 working days prior to event)

DATE(S) OF STREET CLOSURE: July 25, 2009

BEGINNING AND ENDING TIME OF EVENT: 10 AM To 7 pm

EVENT SPONSOR: Block Party

APPLICATION/RESPONSIBLE PARTY: Jasper Jackson
(Must be 18 years of age or older)

ADDRESS: 901 North Tanya

PHONE NUMBER: (DAY) (310) 711-1111 (NIGHT) (310) 711-1111

(CELL) (310) 711-1111

* ADDRESSES TO BE AFFECTED BY THE STREET CLOSURE: 909 - 614
(From - to)

* NUMBER OF HOMES/PROPERTIES IN AFFECTED AREA: 30

TYPE OF EVENT: Block party

APPROXIMATE NUMBER OF PEOPLE ATTENDING: 100

DESCRIPTION OF EQUIPMENT TO BE USED Jumper-train
(St age, jumper, sound system, etc.)

Please acknowledge that these will be adhered to:

1. There will be no consumption of alcohol on City or public property INITIAL JA
2. The closed area must be closed no earlier than 10:00 am and re opened by 7:00 pm INITIAL JA
3. No fee may be collected to attend INITIAL JA
4. The applicant agrees to indemnify, defend and hold harmless the City and any and all of its employees, officials and agents from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including attorneys' fees and cost, court costs, interest, defense costs, and expert witness fees, where the same arise out of or are in consequence of, or are in any way attributable to, in whole or in part, the performance of this permit or by any individual or entity for which the person applying is legally liable, including but not limited to officers, agents, or employees or the person applying.

INITIAL JA

5. Street must be accessible to emergency vehicles at all times. INITIAL JA
6. The applicant shall reimburse City for any costs related to the Party such as clean up or Sheriff's services. INITIAL JA
7. Jumpers must be placed on soft ground. INITIAL JA
8. ~~Damages to barricades in the amount of \$15.00 each will be~~
~~Deducted from the \$100 deposit. (Waived by Block Club Commission)~~ INITIAL _____

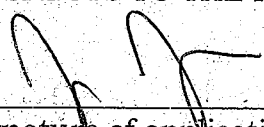
Additional Information Required

Diagram of the layout for the event, including placement of any equipment used.

Signature of approval of at least 70% of the residents within the affected area.

I HAVE BY STATE THAT THE ABOVE STATEMENTS AND ANSWERS CONTAINED HEREIN ARE IN ALL RESPECTS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

I FURTHER STATE THAT I HAVE READ AND I UNDERSTAND THE RULES AND REGULATIONS AND, IN THE EVENT THE PERMIT IS GRANTED, I WILL COMPLY IN ALL RESPECTS TO THE REGULATIONS THEREIN.



 Signature of application

Do not write below this line

Received by (Date) 4-29-09

INITIAL JS

Sheriff Department Personnel Signature of Approval: _____

Fire Department Personnel Signature of Approval: _____

ICMS Personnel Signature of Approval: _____

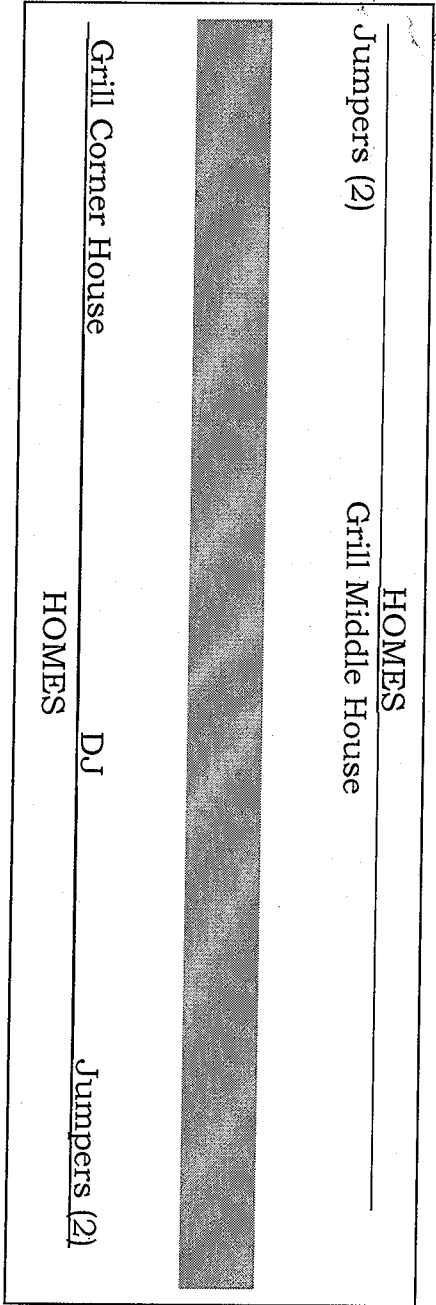
Date of Approval: _____

This is *not* a permit to neither conduct a party, disturb the peace nor create an unsafe condition. This is not a contract and shall only be used as consent from the City to create a temporary street closure for the dates and times indicated on this permit.

Diagram of Event

Please include placement of any equipment used

TAJAUTA



TAJAUTA

SPRUCES STREET

POPULAR STREET



MEMORANDUM

STREET CLOSURE APPLICATION

Date: May 27 2009

To: Public Works Department - Alan Pyeatt
 Street Maintenance - Robert Montgomery
 Fire Department - Jon Thompson, Marcel Melanson
 Sheriff's Department - Bryan Woods, Jessica Brothers

From: Julian Davis - Director for the MLES Department

SUBJECT: **CASWELL BLOCK CLUB**

Please be advised that the City Manager has requested that the Caswell Block Club closure be pre-approved by the Street Maintenance; Sheriff Department and Fire Department before submitting to the Honorable Mayor and Council for approval. The following Street Closure Application for North Northwood a venue Block Club has been submitted an application as followed:

Date of Event: Saturday, July 4, 2009

Time of Event: 10 a.m. to 7:00 p.m. (9 hours)

Addresses to be affected
By street closure: Addresses 900 to 1117

Street to block off: Alondra to Claude Streets

Contact Person Colette Bates
Contact Number: (310) - Day (310) Cell

Number attending: 150 people

After reviewing the application, the Street Maintenance Department, Fire Department, Sheriff's Department recommend the following

APPROVED

DENIED

PENDING

Please provide your recommendation below, sign, date and return or fax form to the MLES Department within **three (3) days** of receipt in order to process application in a timely manner. The MLES Department's fax number is (310) 537-1907.

Public Works
MLES
 Department

[Signature]
 Signature

6-23-09
 Date

Thank you for your courtesy and cooperation in this matter.

Julian Davis
 Director of MLES
 (Application attached)

#3.

MEMORANDUM STREET CLOSURE APPLICATION

Date: May 27 2009

To: Public Works Department - Alan Pyeatt
Street Maintenance - Robert Montgomery
Fire Department - Jon Thompson, Marcel Melanson
Sheriff's Department - Bryan Woods, Jessica Brothers

From: Julian Davis - Director for the MLES Department

SUBJECT: CASWELL BLOCK CLUB

Please be advised that the City Manager has requested that the Caswell Block Club closure be pre-approved by the Street Maintenance; Sheriff Department and Fire Department before submitting to the Honorable Mayor and Council for approval. The following Street Closure Application for North Northwood a venue Block Club has been submitted an application as followed:

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Time of Event: 10 a.m. to 7:00 p.m. (9 hours)

**Addresses to be affected
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Contact Number: (310) - Day (310) Cell

Number attending: 150 people

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DENIED

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LASO
MLES

Department



Signature

06-04-09
03-09

Date

Thank you for your courtesy and cooperation in this matter.

~~Julian Davis~~, Director
Director of MLES
(Application attached)

MEMORANDUM

STREET CLOSURE APPLICATION

Date: May 27 2009

To: Public Works Department - Alan Pyeatt
 Street Maintenance - Robert Montgomery
 Fire Department - Jon Thompson, Marcel Melanson
 Sheriff's Department - Bryan Woods, Jessica Brothers

From: Julian Davis - Director for the MLES Department

SUBJECT: CASWELL BLOCK CLUB

Please be advised that the City Manager has requested that the Caswell Block Club closure be pre-approved by the Street Maintenance; Sheriff Department and Fire Department before submitting to the Honorable Mayor and Council for approval. The following Street Closure Application for North Northwood a venue Block Club has been submitted an application as followed:

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Contact Person Colette Bates

Contact Number: (310) - Day (310) Cell

Number attending: 150 people

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PENDING

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FIRE

Department

Signature

6-3-2009
 Date

Thank you for your courtesy and cooperation in this matter.

*EMERGENCY Access lane
 must be provided.*

JULIAN DAVIS, -
 Director of MLES
 (Application attached)

#3.

Date Received: **5-7-09**

Application #

Received By: **P. Sweet****BLOCK CLOSURES PERMIT APPLICATION**OFFICIAL BLOCK CLUB NAME: Caswell Street

TODAY'S DATE: _____

(Application must be made at least 30 working days prior to event)

DATE(S) OF STREET CLOSURE: July 4thBEGINNING AND ENDING TIME OF EVENT: 10am 7pm

EVENT SPONSOR: _____

APPLICATION/RESPONSIBLE PARTY: Colette Bates

(Must be 18 years of age or older)

ADDRESS: 1006 S. CaswellPHONE NUMBER: (DAY) _____ (NIGHT) 310(CELL) 818 222-1111

ADDRESSES TO BE AFFECTED BY THE STREET CLOSURE: _____

(From - to)

NUMBER OF HOMES/PROPERTIES IN AFFECTED AREA: _____

TYPE OF EVENT: 4th of July Block Club PartyAPPROXIMATE NUMBER OF PEOPLE ATTENDING: 150

DESCRIPTION OF EQUIPMENT TO BE USED

jumper, sound system
(Stage, jumper, sound system, etc.)**Please acknowledge that these will be adhered to:**

1. There will be no consumption of alcohol on City or public property INITIAL CB
2. The closed area must be closed no earlier than 10 am and re opened by 7 pm INITIAL CB
3. No fee may be collected to attend INITIAL CB
4. The applicant agrees to indemnify, defend and hold harmless the City and any and all of its employees, officials and agents from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including attorneys' fees and cost, court costs, interest, defense costs, and expert witness fees, where the same arise out of or are in consequence of, or are in any way attributable to, in whole or in part, the performance of this permit or by any individual or entity for which the person applying is legally liable, including but not limited to officers, agents, or employees or the person applying.

INITIAL CB

5. Street must be accessible to emergency vehicles at all times.

INITIAL CB

6. The applicant shall reimburse the City for any costs related to
The party such as clean up or Sheriff's services.

INITIAL CB

7. Jumpers must be placed on soft ground

INITIAL CB

Additional information requested:

Diagram of the layout for the event, including placement of any equipment used.

Signatures of approval of at least 70% of the residents within the affected area.

I HEREBY STATE THAT THE ABOVE STATEMENTS AND ANSWERS CONTAINED HEREIN
ARE IN ALL RESPECTS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND
BELIEF.

I FURTHER STATE THAT I HAVE READ AND I UNDERSTAND THE RULES AND
REGULATIONS AND, IN THE EVENT THE PERMITS IS GRANTED, I WILL COMPLY IN ALL
RESPECTS TO THE REGULATIONS THEREIN.

Chelle Bates

Signature of application

Please do not write below this line

Received by (Date) May 11, 2009

INITIAL ps

Sheriff's Department Personnel Signature of Approval _____

Fire Department Personnel Signature of Approval _____

ICMS Personnel Signature of Approval _____

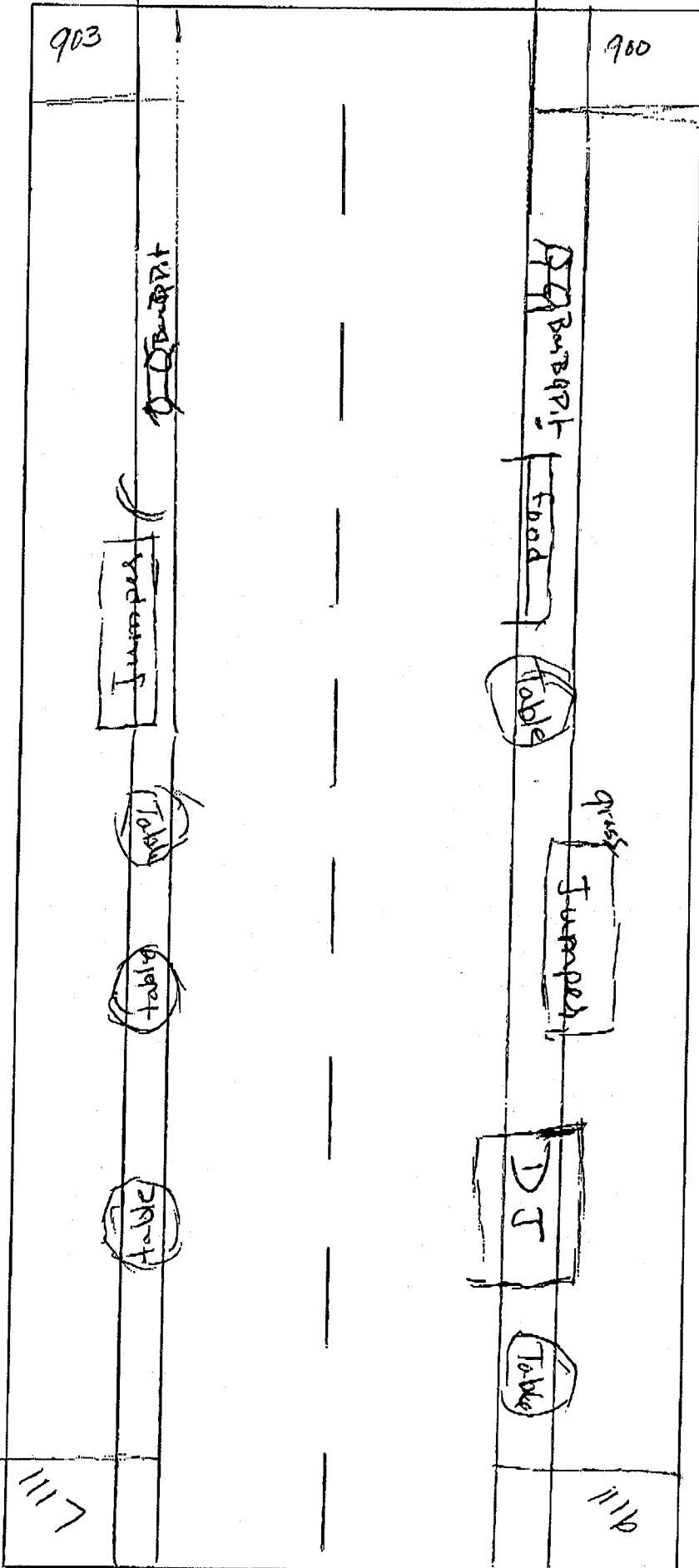
Date of Approval _____

This is *not* a permit to neither conduct a party, disturb the peace nor create an
unsafe condition. This is not a contract and shall only be used as consent from the
City to create a temporary street closure for the dates and times indicated on this
permit.

#3.

Alondra

Diagram of Event (Caswell St Block Party)
Please include placement of any equipment used 4th July



MEMORANDUM

STREET CLOSURE APPLICATION

Date: June 1, 2009

To: Public Works Department - Alan Pyeatt
Street Maintenance - Robert Montgomery
Fire Department - Jon Thompson, Marcel Melanson
Sheriff's Department - Bryan Woods, Jessica Brothers

From: Julian Davis - Director for the MLES Department

SUBJECT: OUR LADY OF VICTORY

Please be advised that the City Manager has requested that the **Our Lady of Victory** closure be pre-approved by the Street Maintenance; Sheriff Department and Fire Department before submitting to the Honorable Mayor and Council for approval.

Date of Event: Thursday, July 1, 2009
Time of Event: 1:00 p.m. to 12:30 a.m. (11.5 hours)
Street to block off: Santa Fe Avenue to Rose Street
Contact Person Gisela Salcedo
Contact Number: (310) --- --- - Day
Number attending: 400-500 people

After reviewing the application, the Street Maintenance Department, Fire Department, Sheriff's Department recommend the following

APPROVED

DENIED

PENDING

Please provide your recommendation below, sign, date and return or fax form to the MLES Department within **three (3) days** of receipt in order to process application in a timely manner. The MLES Department's fax number is (310) 537-1907.

Public Works
Department

Signature [Signature]

6-3-09
Date

Thank you for your courtesy and cooperation in this matter.

Julius Davis, Director
Director of MLES
(Application attached)

#4.

MEMORANDUM STREET CLOSURE APPLICATION

Date: June 1, 2009

To: Public Works Department - Alan Pyeatt
Street Maintenance - Robert Montgomery
Fire Department - Jon Thompson, Marcel Melanson
Sheriff's Department - Bryan Woods, Jessica Brothers

From: Julian Davis - Director for the MLES Department

SUBJECT: OUR LADY OF VICTORY

Please be advised that the City Manager has requested that the **Our Lady of Victory** closure be pre-approved by the Street Maintenance; Sheriff Department and Fire Department before submitting to the Honorable Mayor and Council for approval.

Date of Event: Saturday, July 11, 2009
Time of Event: 1:00 p.m. to 12:30 a.m. (11.5 hours)
Street to block off: Santa Fe Avenue to Rose Street
Contact Person Gisela Salcedo
Contact Number: (310) - Day
Number attending: 400-500 people

After reviewing the application, the Street Maintenance Department, Fire Department, Sheriff's Department recommend the following

APPROVED

DENIED

PENDING

Please provide your recommendation below, sign, date and return or fax form to the MLES Department within **three (3) days** of receipt in order to process application in a timely manner. The MLES Department's fax number is (310) 537-1907.

LASD

Department

U

Signature

06-04-09

Date

Thank you for your courtesy and cooperation in this matter.

~~Julius~~ Davis, Director
Director of MLES
(Application attached)

MEMORANDUM

STREET CLOSURE APPLICATION

Date: June 1, 2009

To: Public Works Department - Alan Pyeatt
 Street Maintenance - Robert Montgomery
 Fire Department - Jon Thompson, Marcel Melanson
 Sheriff's Department - Bryan Woods, Jessica Brothers

From: *Julius Davis*
 Julius Davis - Director for the MLES Department

SUBJECT: OUR LADY OF VICTORY

Please be advised that the City Manager has requested that the **Our Lady of Victory** closure be pre-approved by the Street Maintenance; Sheriff Department and Fire Department before submitting to the Honorable Mayor and Council for approval.

Date of Event: Saturday, July 11, 2009

Time of Event: 1:00 p.m. to 12:30 a.m. (11.5 hours)

Street to block off: Santa Fe Avenue to Rose Street

Contact Person Gisela Salcedo

Contact Number: (310) Day

Number attending: 400-500 people

After reviewing the application, the Street Maintenance Department, Fire Department, Sheriff's Department recommend the following

APPROVED

DENIED

PENDING

Please provide your recommendation below, sign, date and return or fax form to the MLES Department within **three (3) days** of receipt in order to process application in a timely manner. The MLES Department's fax number is (310) 537-1907.

Fire
 Department

J Signature

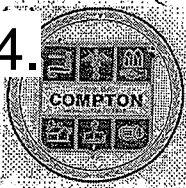
6/3/09
 Date

Thank you for your courtesy and cooperation in this matter.

Julius Davis
 Director of MLES
 (Application attached)

*Obtain necessary permits.
 Must provide emergency
 Access lane.
 Contact health dept.*

#4.



1

City of Compton
Municipal Law Enforcement Services Department

600 North Alameda Street, Compton, CA 90221
 (310) 605-6331 or Facsimile (310) 537-1907

TEMPORARY EVENT PERMIT

GROUP/ORGANIZATION NAME: Our Lady of Victory Church

ADDRESS: 519 E. Palmer Ave., Compton, CA 90221

PHONE: (310) DATE REQUESTED: July 11

TIME: 1 PM - 12:30 AM

TYPE OF ORGANIZATION: Catholic Church

ORGANIZATION'S RESPONSIBLE PARTY: Fr. Francisco Valdovinos, S.T. / Ch. Gisela

EVENT LOCATION: 601 E. Palmer St

(IF THIS NOT YOUR OWN PROPERTY A WRITTEN AUTHORIZATION FROM OWNER MUST BE ATTACHED)

PURPOSE OF EVENT: To Raise Funds for school

EVENT CONTACT PERSON Ch. Gisela Salcedo PHONE: (310)

APPROXIMATE NUMBER OF PEOPLE ATTENDING: 400-500

DESCRIPTION OF EQUIPMENT TO BE USED (Stage, jumper, sound system, etc.): Sound System
Jumpers & Booths

Please acknowledge that these will be adhered to:

1. There will be no consumption of alcohol on City or public property INITIAL JS
2. No fee may be collected to attend. INITIAL JS
3. The applicant agrees to indemnify, defend and hold harmless the City and any and all of its employees, officials and agents from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including attorneys' fees and costs, court costs, interest, defense costs, and expert witness fees, where the same arise out of or are in consequence of, or are in any way attributable to, in whole or in part, the performance of this permit or by any individual or entity for which the person applying is legally liable, including but not limited to officers, agents, or employees or the person applying.

INITIAL JS

Application Policies

1. Must be over 18 years of age.
2. You must submit your application to the MLES Department at least 30 working days prior to your event (see attached application).
3. You must provide a petition with signatures from at least 70% of the residents within the affected area.
4. You must provide a diagram of the layout for the event for approval by City staff as well as Public Safety staff.
5. By submitting and signing the application you agree to Hold Harmless the City of Compton.

Event Policies

1. The street must be accessible to emergency vehicles at all times.
2. No alcohol may be consumed on City or public property.
3. Participants must obey all laws and local ordinances including, but not limited to, parking restrictions.
4. All businesses/residents must have unrestricted entry and exit privileges of the area.

I HEREBY STATE THAT THE ABOVE STATEMENTS AND ANSWERS CONTAINED HEREIN ARE IN ALL RESPECTS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

I FURTHER STATE THAT I HAVE READ AND I UNDERSTAND THE RULES AND REGULATIONS AND, IN THE EVENT THE PERMIT IS GRANTED, I WILL COMPLY IN ALL RESPECTS TO THE REGULATIONS THEREIN.

Grish Arlando

Signature of applicant

Do not write below this line.

Received by (Date) 5-26-09

INITIAL ps

Sheriff Department Personnel Signature of Approval: _____

Fire Department Personnel Signature of Approval: _____

ICMS Personnel Signature of Approval: _____

Date of Approval: _____

This is *not* a permit to conduct a party, disturb the peace or create an unsafe condition. This is not a contract and shall only be used as consent from the City to create a temporary street closure for the dates and times indicated on this permit.

cc: City Manager

03/03/08

#4.

JULY 11, 2009

EAST

Santa Fe Avenue

Willow Avenue

Spring Avenue

Rose

P
A
L
M
E
R
S
T
R
E
E
T

WEST

NORTH SIDE

MEMORANDUM STREET CLOSURE APPLICATION

Date: June 1, 2009

To: Public Works Department - Alan Pyeatt
Street Maintenance - Robert Montgomery
Fire Department - Jon Thompson, Marcel Melanson
Sheriff's Department - Bryan Woods, Jessica Brothers

From: ~~Julius~~ *Julius* Davis - Director for the MLES Department

SUBJECT: Sloan Avenue Pacesetters Block Club

Please be advised that the City Manager has requested that the **Sloan Avenue Pacesetter Block Club** closure be pre-approved by the Street Maintenance; Sheriff Department and Fire Department before submitting to the Honorable Mayor and Council for approval.

Date of Event: Saturday, July 4, 2009

Time of Event: 10:00 a.m. to 4:00 p.m. (6 hours)

Street to block off: 201 to 500 South Sloan
Sloan to Laurel & Poinsettia to Laurel

Contact Person Williams Bridges
Contact Number: (310) 631-2702 - **Day** - Night (310) 631-2702
Number attending: **40 people**

After reviewing the application, the Street Maintenance Department, Fire Department, Sheriff's Department recommend the following

APPROVED

DENIED

PENDING

Please provide your recommendation below, sign, date and return or fax form to the MLES Department within **three (3) days** of receipt in order to process application in a timely manner. The MLES Department's fax number is (310) 537-1907.

Public Works
Department

Signature

6/22/09
Date

Thank you for your courtesy and cooperation in this matter.

~~Julius~~ Davis, Director
Director of MLES
(Application attached)

#5. MEMORANDUM
STREET CLOSURE APPLICATION

Date: June 1, 2009

To: Public Works Department - Alan Pyeatt
Street Maintenance - Robert Montgomery
Fire Department - Jon Thompson, Marcel Melanson
Sheriff's Department - Bryan Woods, Jessica Brothers

From: Julius Davis, Director for the MLES Department

SUBJECT: **Sloan Avenue Pacesetters Block Club**

Please be advised that the City Manager has requested that the **Sloan Avenue Pacesetter Block Club** closure be pre-approved by the Street Maintenance; Sheriff Department and Fire Department before submitting to the Honorable Mayor and Council for approval.

Date of Event: Saturday, July 4, 2009
Time of Event: 10:00 a.m. to 4:00 p.m. (6 hours)
Street to block off: 201 to 500 South Sloan
Sloan to Laurel & Poinsettia to Laurel
Contact Person Williams Bridges
Contact Number: (310) 631-2702 - Day - Night (310) 631-2702
Number attending: 40 people

After reviewing the application, the Street Maintenance Department, Fire Department, Sheriff's Department recommend the following

APPROVED *with conditions*

DENIED

PENDING

Please provide your recommendation below, sign, date and return or fax form to the MLES Department within **three (3) days** of receipt in order to process application in a timely manner. The MLES Department's fax number is (310) 537-1907.

FIRE
Department

[Signature]
Signature

6/17/09
Date

Thank you for your courtesy and cooperation in this matter.

[Signature]
Julius Davis, Director
Director of MLES
(Application attached)

Conditions
* No jumpers in the street.
* Minimum 12' FIRE LANE.

MEMORANDUM

STREET CLOSURE APPLICATION

#5.

Date: June 1, 2009

To: Public Works Department - Alan Pyeatt
Street Maintenance - Robert Montgomery
Fire Department - Jon Thompson, Marcel Melanson
Sheriff's Department - Bryan Woods, Jessica Brothers

From: Julius Davis, Director for the MLES Department

SUBJECT: **Sloan Avenue Pacesetters Block Club**

Please be advised that the City Manager has requested that the **Sloan Avenue Pacesetter Block Club** closure be pre-approved by the Street Maintenance; Sheriff Department and Fire Department before submitting to the Honorable Mayor and Council for approval.

Date of Event: Saturday, July 4, 2009

Time of Event: 10:00 a.m. to 4:00 p.m. (6 hours)

Street to block off: 201 to 500 South Sloan
Sloan to Laurel & Poinsettia to Laurel

Contact Person Williams Bridges
Contact Number: (310) 631-2702 - Day - Night (310) 631-2702
Number attending: 40 people

After reviewing the application, the Street Maintenance Department, Fire Department, Sheriff's Department recommend the following

APPROVED

DENIED

PENDING

Please provide your recommendation below, sign, date and return or fax form to the MLES Department within **three (3) days** of receipt in order to process application in a timely manner. The MLES Department's fax number is (310) 537-1907.

LASD-COMPTON
Department

0 (Signature)

06-16-09
Date

Thank you for your courtesy and cooperation in this matter.

Julius Davis, Director
Director of MLES
(Application attached)

#5.



Date Received:

Application #

Received By:

BLOCK CLOSURES PERMIT APPLICATIONOFFICIAL BLOCK CLUB NAME: SLOAN AVE PACESITTERSTODAY'S DATE: 6-1-09

(Application must be made at least 30 working days prior to event)

DATE(S) OF STREET CLOSURE: 7-4-09BEGINNING AND ENDING TIME OF EVENT: 10 AM - 4 PMEVENT SPONSOR: SLOAN AVE PACESITTERS BLOCK CLUBAPPLICATION/RESPONSIBLE PARTY: WILLIAM BRIDGES

(Must be 18 years of age or older)

ADDRESS: 412 SOUTH SLOAN AVE COMPTON CAPHONE NUMBER: (DAY) _____ (NIGHT) 3

(CELL) _____

ADDRESSES TO BE AFFECTED BY THE STREET CLOSURE: _____

201 to 500 S. SLOAN

(From - to)

NUMBER OF HOMES/PROPERTIES IN AFFECTED AREA: 30TYPE OF EVENT: BLOCK PARTYAPPROXIMATE NUMBER OF PEOPLE ATTENDING: 40DESCRIPTION OF EQUIPMENT TO BE USED Jumper - BARBECUE GRILL
(Stage, jumper, sound system, etc.)**Please acknowledge that these will be adhered to:**

1. There will be no consumption of alcohol on City or public property
2. The closed area must be closed no earlier than 10 am and re opened by 7 pm
3. No fee may be collected to attend
4. The applicant agrees to indemnify, defend and hold harmless the City and any and all of its employees, officials and agents from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including attorneys' fees and cost, court costs, interest, defense costs, and expert witness fees, where the same arise out of or are in consequence of, or are in any way attributable to, in whole or in part, the performance of this permit or by any individual or entity for which the person applying is legally liable, including but not limited to officers, agents, or employees or the person applying.

INITIAL WBINITIAL WBINITIAL WBINITIAL WB

5. Street must be accessible to emergency vehicles at all times.

INITIAL WB

6. The applicant shall reimburse the City for any costs related to
The party such as clean up or Sheriff's services.

INITIAL WB

7. Jumpers must be placed on soft ground

INITIAL WB

Additional information requested:

Diagram of the layout for the event, including placement of any equipment used.

Signatures of approval of at least 70% of the residents within the affected area.

I HEREBY STATE THAT THE ABOVE STATEMENTS AND ANSWERS CONTAINED HEREIN
ARE IN ALL RESPECTS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND
BELIEF.

I FURTHER STATE THAT I HAVE READ AND I UNDERSTAND THE RULES AND
REGULATIONS AND, IN THE EVENT THE PERMITS IS GRANTED, I WILL COMPLY IN ALL
RESPECTS TO THE REGULATIONS THEREIN.

W E. Bridges

Signature of application

Please do not write below this line

Received by (Date) 6-2-09

INITIAL ps

Sheriff's Department Personnel Signature of Approval _____

Fire Department Personnel Signature of Approval _____

ICMS Personnel Signature of Approval _____

Date of Approval _____

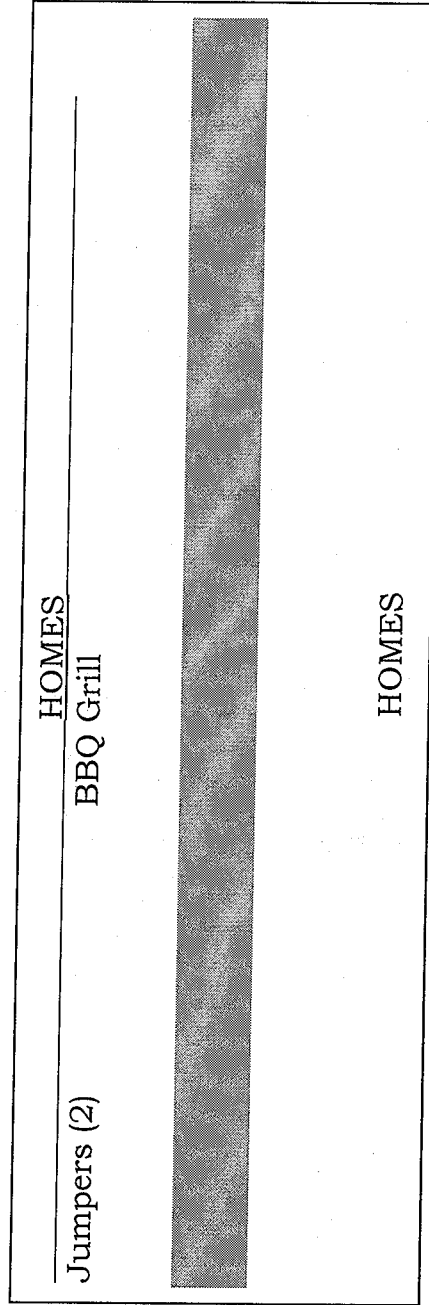
This is *not* a permit to neither conduct a party, disturb the peace nor create an
unsafe condition. This is not a contract and shall only be used as consent from the
City to create a temporary street closure for the dates and times indicated on this
permit.

#5.

Diagram of Event
Please include placement of any equipment used

Laurel

South Street



Laurel

North Street



MEMORANDUM STREET CLOSURE APPLICATION

Date: June 11, 2009

To: Public Works Department - Alan Pyeatt
Street Maintenance - Robert Montgomery
Fire Department - Jon Thompson, Marcel Melanson
Sheriff's Department - Bryan Woods, Jessica Brothers

From: Julius Davis - Director for the MLES Department

SUBJECT: 138th Street Family Block Club

Please be advised that the City Manager has requested that the **138th Street Block Club Street** closure be pre-approved by the Street Maintenance; Sheriff Department and Fire Department before submitting to the Honorable Mayor and Council for approval.

Date of Event: Saturday, July 11, 2009

Time of Event: 1:00 p.m. to 6:00 p.m. (5 hours)

Street to block off: 138th and Tajauta to 138 and Elva
Cul-de-sac Street

Contact Person Carolyn Peters

Contact Number: - Day () ght
Cell

Number attending: 50 people

After reviewing the application, the Street Maintenance Department, Fire Department, Sheriff's Department recommend the following

APPROVED

DENIED

PENDING

DO NOT BLOCK 137th STREET OR TAJAUTA AVE.
Please provide your recommendation below, sign, date and return or fax form to the MLES Department within **three (3) days** of receipt in order to process application in a timely manner. The MLES Department's fax number is (310) 537-1907.

PUBLIC WORKS

Department

Signature

7/22/09
Date

Thank you for your courtesy and cooperation in this matter.

~~Julius Davis~~, Director
Director of MLES
(Application attached)

#6.

MEMORANDUM

STREET CLOSURE APPLICATION

Date: June 11, 2009

To: Public Works Department - Alan Pyeatt
Street Maintenance - Robert Montgomery
Fire Department - Jon Thompson, Marcel Melanson
Sheriff's Department - Bryan Woods, Jessica Brothers

From: Julius Davis - Director for the MLES Department

SUBJECT: **138th Street Family Block Club**

Please be advised that the City Manager has requested that the **138th Street Block Club Street** closure be pre-approved by the Street Maintenance; Sheriff Department and Fire Department before submitting to the Honorable Mayor and Council for approval.

Date of Event: Saturday, July 11, 2009

Time of Event: 1:00 p.m. to 6:00 p.m. (5 hours)

Street to block off: 138th and Tajauta to 138 and Elva
Cul-de-sac Street

Contact Person Carolyn Peters

Contact Number: 574-1111 - Day 9 Night

Number attending: 50 people

After reviewing the application, the Street Maintenance Department, Fire Department, Sheriff's Department recommend the following

APPROVED

DENIED

PENDING

Please provide your recommendation below, sign, date and return or fax form to the MLES Department within **three (3) days** of receipt in order to process application in a timely manner. The MLES Department's fax number is (310) 537-1907.

FIRE
Department

Signature

6/17/09
Date

Thank you for your courtesy and cooperation in this matter.

Julius Davis, Director
Director of MLES
(Application attached)

* Must maintain a 12'
Fire Lane AND A TURN
AROUND AREA.



Date Received:

Application #
Received By:

#6.

BLOCK CLOSURES PERMIT APPLICATION

OFFICIAL BLOCK CLUB NAME: 138ST Family Block Club

TODAY'S DATE: 6/9/09
(Application must be made at least 30 working days prior to event)

DATE(S) OF STREET CLOSURE: 07-11-09

BEGINNING AND ENDING TIME OF EVENT: 1pm to 6pm

EVENT SPONSOR: Carolyn Peters Email = Fligirls310@aol.

APPLICATION/RESPONSIBLE PARTY: Carolyn Peters
(Must be 18 years of age or older)

ADDRESS: 1026 W. 138 ST Cpt Ca 90222

PHONE NUMBER: (DAY) _____ (NIGHT) _____

(CELL) _____

ADDRESSES TO BE AFFECTED BY THE STREET CLOSURE: 1119 — 1508
(From - to)

NUMBER OF HOMES/PROPERTIES IN AFFECTED AREA: _____

TYPE OF EVENT: Block Family Gathering

APPROXIMATE NUMBER OF PEOPLE ATTENDING: 50

DESCRIPTION OF EQUIPMENT TO BE USED Jumpers in Yards; Radios
(Stage, jumper, sound system, etc.) Games Tables Chair

Basket Ball
portable Hoop

Please acknowledge that these will be adhered to:

1. There will be no consumption of alcohol on City or public property
2. The closed area must be closed no earlier than 10 am and re opened by 7 pm
3. No fee may be collected to attend
4. The applicant agrees to indemnify, defend and hold harmless the City and any and all of its employees, officials and agents from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including attorneys' fees and cost, court costs, interest, defense costs, and expert witness fees, where the same arise out of or are in consequence of, or are in any way attributable to, in whole or in part, the performance of this permit or by any individual or entity for which the person applying is legally liable, including but not limited to officers, agents, or employees or the person applying.

INITIAL CP

INITIAL CP

INITIAL CP

INITIAL CP

#6.

5. Street must be accessible to emergency vehicles at all times.
6. The applicant shall reimburse the City for any costs related to The party such as clean up or Sheriff's services.
7. Jumpers must be placed on soft ground

INITIAL

INITIAL

INITIAL

Additional information requested:

Diagram of the layout for the event, including placement of any equipment used.

Signatures of approval of at least 70% of the residents within the affected area.

I HEREBY STATE THAT THE ABOVE STATEMENTS AND ANSWERS CONTAINED HEREIN ARE IN ALL RESPECTS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

I FURTHER STATE THAT I HAVE READ AND I UNDERSTAND THE RULES AND REGULATIONS AND, IN THE EVENT THE PERMITS IS GRANTED, I WILL COMPLY IN ALL RESPECTS TO THE REGULATIONS THEREIN.

Signature of application

Please do not write below this line

Received by (Date)

6-11-09

INITIAL

Sheriff's Department Personnel Signature of Approval

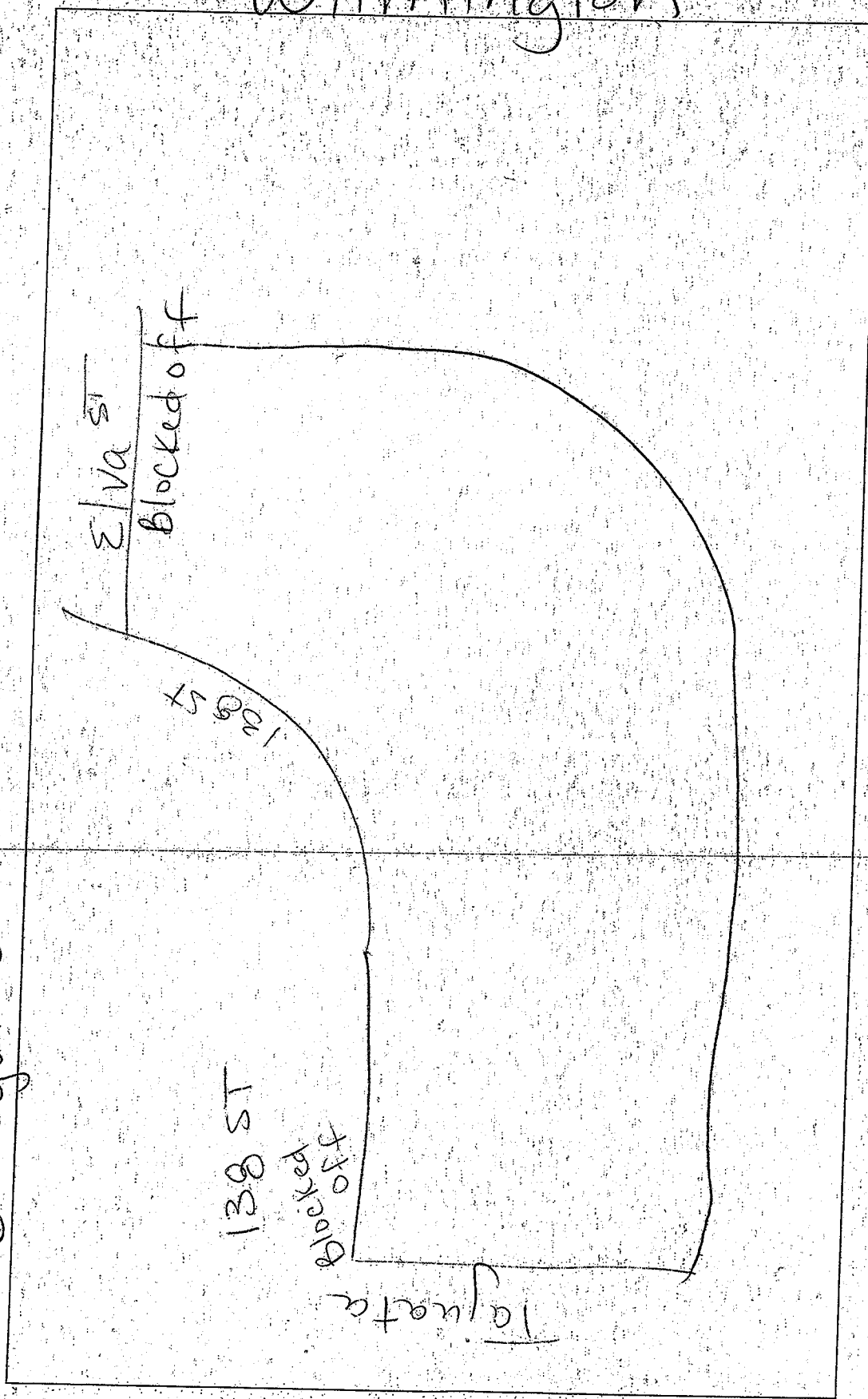
Fire Department Personnel Signature of Approval

ICMS Personnel Signature of Approval

Date of Approval

This is *not* a permit to neither conduct a party, disturb the peace nor create an unsafe condition. This is not a contract and shall only be used as consent from the City to create a temporary street closure for the dates and times indicated on this permit.

Wilmington Ave



June 30, 2009

TO: MAYOR AND COUNCIL MEMBERS

FROM: CITY MANAGER

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON REQUESTING ADDITIONAL FUNDS FOR THE URBAN AREA SECURITY INITIATIVE GRANT, APPROVED IN RESOLUTION NO. 22,636.

SUMMARY

This resolution authorizes the City Manager to receive an additional \$10,685.81 from the Urban Area Security Initiative grant to purchase self-contained breathing apparatus (SCBA) units for the fire department.

BACKGROUND

Resolution No. 22,636 for an Urban Area Security Initiative Grant was approved by City Council on July 22, 2008, for \$130,000.00. The funds awarded to the City of Compton under the Los Angeles Urban Area Security Initiative for FY 2006 was actually in the amount of One Hundred Forty Thousand, Six Hundred and Eighty-Five Dollars and Eighty-One cents (\$140,685.81) to be issued to LN Curtis and Sons to purchase self-contained breathing apparatus units (SBCAs) for the Fire Department. The fire department mistakenly only requested One Hundred and Thirty Thousand. This was \$10,685.81 short of the actual award.

SITUATION

That the funds in FY 2008-2009 Annual Budget need to be amended and funds therein be increased as follows:

<u>ACCOUNT NO.</u>	<u>DISCRIPTION</u>	<u>AMOUNT</u>
1055-000-000-3565	Other Federal Grants	\$ 10,685.81
1055-390-T00-4240	Firefighting Supplies	\$ 10,685.81

FISCAL IMPACT

There is no further impact to the budget. Funds for this grant are allocated in Account No. 1055-390-T00-4240 of the 2008-2009 Annual Budget. Expended funds will be reimbursed upon presentation of invoice, once the order has been completed and received.

RECOMMENDATION

Staff recommends the Council approve the attached resolution.

JON THOMPSON
FIRE CHIEF

CHARLES EVANS
CITY MANAGER

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF COMPTON REQUESTING ADDITIONAL FUNDS FOR
THE URBAN AREA SECURITY INITIATIVE GRANT,
APPROVED IN RESOLUTION NO. 22,636.

WHEREAS, Resolution No. 22,636 for an Urban Area Security Initiative Grant was approved July 22, 2008, for \$130,000.00; and

WHEREAS, inadvertently the requested amount of \$130,000.00 was insufficient of the actual amount awarded and needed; and

WHEREAS, the additional funds needed to complete the purchase is \$10,685.81.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF
COMPTON DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. That the additional funds awarded to the City of Compton under the Los Angeles Urban Area Security Initiative for FY 2006, in the amount of Ten Thousand, Six Hundred and Eighty-Five Dollars and Eighty-One cents (\$10,685.81) are herewith accepted.

Section 2. That the funds in FY 2008-2009 Annual Budget are amended and funds therein applied as follows:

<u>ACCOUNT NO.</u>	<u>DISCRIPTION</u>	<u>AMOUNT</u>
1055-000-000-3565	Other Federal Grants	\$ 10,685.81
1055-390-T00-4240	Firefighting Supplies	\$ 10,685.81

Section 3. That a purchase order in the amount not to exceed One Hundred Forty Thousand, Six Hundred and Eighty-Five Dollars and Eighty-One cents (\$140,685.81) be issued to LN Curtis and Sons for provisions of self-contained breathing apparatus units (SBCAs) for the Fire Department. .

Section 4. That a certified copy of this resolution shall be filed in the offices of the City Clerk, City Manager, City Controller, and the Fire Department.

Section 5. That the Mayor shall sign and the City Clerk shall attest to the adoption of this resolution.

ADOPTED this _____ day of _____, 2009.

MAYOR OF THE CITY OF COMPTON

ATTEST:

CITY CLERK OF THE CITY OF COMPTON

RESOLUTION NO. _____
PAGE TWO

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON

I, Alita Godwin, City Clerk of the City of Compton, hereby certify that the foregoing resolution was adopted by the City Council, signed by the Mayor, and attested to by the City Clerk at a regular meeting thereof held on the _____ day of _____, 2009.

That this resolution was adopted by the following vote, to wit:

AYES: Council Members -
NOES: Council Members -
ABSTAINS: Council Members -
ABSENT: Council Members -

CITY CLERK OF THE CITY OF COMPTON

RESOLUTION SIGN-OFF FORM

DEPARTMENT: Fire Department

RESOLUTION TITLE: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON REQUESTING ADDITIONAL FUNDS FOR THE URBAN AREA SECURITY INITIATIVE GRANT, APPROVED IN RESOLUTION NO. 22,636.

<ManagersName>
DEPARTMENT MANAGER’S SIGNATURE

<ManagersDate>
DATE

REVIEW / APPROVAL

<LegalName>
CITY ATTORNEY

<LegalDate>
DATE

<ControllerName>
CITY CONTROLLER

<ControllerDate>
DATE

<CityManager>
CITY MANAGER

<CityManagerDate>
DATE

Use when:	
Public Works:	When contracting for Engineering Services.
City Attorney:	When contracting for legal services; contracts that require City Attorney’s review.
Controller/Budget Officer:	Amending Budget; appropriating and/or transferring funds; adding and/or deleting positions; any resolution having account numbers.
Asst. City Manager/OAS:	All personnel actions.

June 30, 2009

TO: MAYOR AND COUNCIL MEMBERS

FROM: CITY MANAGER

**SUBJECT: RESOLUTION AUTHORIZING A PURCHASE ORDER WITH
GARDLINE COMMUNICATIONS FOR THE PURCHASE OF
SATTELITE PHONES FOR DISASTER AND EMERGENCY
OPERATIONS**

SUMMARY

This resolution authorizes the City Manager to establish a purchase order in the amount of \$42, 000, to purchase satellite phones for disaster and emergency operations.

BACKGROUND

Currently neither department heads nor their deputies have an alternate means of communication to use during disaster and emergency operations. If cell phone sites and lands are overwhelmed during or following a disaster or emergent situation, their means of communications the Emergency Operations Center will be severely hampered.

STATEMENT OF ISSUE

Satellite phones are the best and cost effective alternative to solving the above-mentioned issue. This will allow management staff to effectively communicate with one another as well as the emergency Operations Center during an emergency. Both Law Enforcement and the Military have found this means of communications to successful in such situations

FINANCIAL IMPACT

There is no additional impact to budget. The funds are available and allocated in account 10016900004250 of the Fire Department's 2008/09 Fiscal Year Budget.

RECOMMENDATION

It is recommended that Council approve the attached resolution.

JON THOMPSON
FIRE CHIEF

CHARLES EVANS
CITY MANAGER

Attachment

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON
AUTHORIZING A PURCHASE ORDER WITH GARDLINE
COMMUNICATIONS FOR THE PURCHASE OF SATTELITE PHONES FOR
DISASTER AND EMERGENCY OPERATIONS**

WHEREAS, the City of Compton Emergency Operations Center is in need of alternate communications for disaster and emergency operations; and

WHEREAS, satellite phones will provide the city with an option to satisfy that communication deficiency; and

WHEREAS, Gardline Communication is the manufacturer of such phones and can meet the city's need; and

WHEREAS, the funds for this payment have been allocated in the Fire Department's 2008-09 Fiscal Year budget.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMPTON DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. That the City Manager is authorized to execute a purchase order with Gardline Communications in an amount not to exceed \$42,000.

Section 2. The funds for said purchase order shall come from the Fire Department's 2008-09 Fiscal Year Budget, Account No. 10016900004250.

Section 3. That a certified copy of this resolution shall remain on file in the offices of the City Manager, City Controller and the Fire Department.

Section 4. That the Mayor shall sign and the City Clerk shall attest to the adoption of this resolution.

ADOPTED this _____ day of _____, 2009.

MAYOR OF THE CITY OF COMPTON

ATTEST:

CITY CLERK OF THE CITY OF COMPTON

RESOLUTION NO. _____
PAGE TWO

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON

I, Alita Godwin, City Clerk of the City of Compton, do hereby certify that the forgoing resolution was adopted by the City Council, signed by the Mayor, and attested to by the City Clerk at a regular meeting thereof held on _____ day of _____, 2009.

That said resolution was adopted by the following vote, to wit:

AYES:	Council Members-
NOES:	Council Members-
ABSTAINS:	Council Members-
ABSENT:	Council Members-

CLERK OF THE CITY OF COMPTON

June 30, 2009

TO: MAYOR AND COUNCIL MEMBERS

FROM: CITY MANAGER

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT AND ISSUE A PURCHASE ORDER TO RUMSEY HARDWOOD FLOORING INC. FOR THE INSTALLATION OF A GYMNASIUM FLOOR AT GONZALES PARK

SUMMARY

This resolution authorizes the City Manager to enter into a contract and issue a purchase order to Rumsey Hardwood Flooring Inc. for the installation of a gymnasium floor at Gonzales Park.

BACKGROUND

The General Services Department is responsible for the maintenance and repair of City facilities. The Gonzales Park gymnasium floor cannot be refinished and must be replaced. The floor has significant termite damage and dry rot in the subfloor. The cost of selectively replacing damaged areas would exceed the cost of a new floor.

STATEMENT OF THE ISSUE

The General Services Department solicited bids to remove and replace the gymnasium floor at Gonzales Park. The gymnasium floor has exceeded its life cycle and must be replaced in order to continue scheduled activities at the park. Four companies were contacted to request bids however only the following two companies responded in a timely manner.

Hur Flooring Co.	\$73,135.00
Rumsey Hardwood Flooring Inc.	\$77,353.00
Z-Best Hardwood Floors	No Response
Pacific Floor	No Response

The bid of Rumsey Hardwood Flooring Inc. includes repair of any sub floor damage and concrete leveling or replacement if needed. Hur Flooring Company Bid does not include any concrete repair or replacement of sub flooring. Rumsey Hardwood Flooring Inc. bid will not exceed \$77,353.00.

#9.

Gonzales Park Gym Floor
June 30, 2009
Page 2

RECOMMENDATION

It is recommended that the City Council approve the attached resolution authorizing the City Manager to enter into a contract and issue a purchase order to Rumsey Hardwood Flooring Inc. in the amount of \$77,353.00.

**ROBERT BURNETT
GENERAL SERVICES DIRECTOR**

**CHARLES EVANS
CITY MANAGER**

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT AND ISSUE A PURCHASE ORDER TO RUMSEY HARDWOOD FLOORING INC. FOR THE INSTALLATION OF A GYMNASIUM FLOOR AT GONZALES PARK

WHEREAS, the Gonzales Park gymnasium floor has suffered significant termite damage and dry rot; and

WHEREAS, the floor cannot be refinished and must be replaced; and

WHEREAS, the General Services Department solicited bids to replace the gymnasium floor at Gonzales Park; and

WHEREAS, the following bids were received;

Hur Flooring Co.	\$73,135.00
Rumsey Hardwood Flooring Inc.	\$77,353.00

WHEREAS, Rumsey Hardwood Flooring Inc. bid includes repair of any sub floor damage and concrete leveling or replacement if needed; and

WHEREAS, it is in the best interest of the City of Compton to accept the bid and enter into a contract with Rumsey Hardwood Flooring Inc.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMPTON DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. That the bid of Rumsey Hardwood Flooring Inc. is accepted.

SECTION 2. That the City Manager is authorized to issue a purchase order and enter into a contract with Rumsey Hardwood Flooring Inc. in the amount of \$77,353.00 to replace the gymnasium floor at Gonzales Park.

SECTION 3. That funds are allocated in account number 1001-600-000-4262.

SECTION 4. That copies of this resolution shall be filed in the offices of the City Manager, City Controller, General Services, and City Clerk.

SECTION 5. That the Mayor shall sign and the City Clerk shall attest to the adoption of this resolution.

RESOLUTION NO. _____
Page 2

Adopted this _____ day of _____, 2009.

MAYOR OF THE CITY OF COMPTON

ATTEST:

CITY CLERK OF THE CITY OF COMPTON

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON

I, Alita Godwin, City Clerk of the City of Compton, hereby certify that the foregoing resolution was adopted by the City Council, signed by the Mayor, and attested by the City Clerk at a regular meeting thereof held on the _____ day of _____, 2009.

That said resolution was adopted by the following vote, to wit:

AYES: COUNCIL MEMBERS –
NOES: COUNCIL MEMBERS –
ABSENT: COUNCIL MEMBERS –
ABSTAINS: COUNCIL MEMBERS –

CITY CLERK OF THE CITY OF COMPTON

RESOLUTION SIGN-OFF FORM

DEPARTMENT: General Services

RESOLUTION TITLE: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT AND ISSUE A PURCHASE ORDER TO RUMSEY HARDWOOD FLOORING INC. FOR THE INSTALLATION OF A GYMNASIUM FLOOR AT GONZALES PARK

Robert Burnett
DEPARTMENT MANAGER’S SIGNATURE

6/16/2009 4:43:41 PM
DATE

REVIEW / APPROVAL

Ruth Rugley
CITY ATTORNEY

6/17/2009 2:01:09 PM
DATE

Willie Norfleet
CITY CONTROLLER

6/18/2009 7:29:50 AM
DATE

Charles Evans
CITY MANAGER

6/17/2009 12:52:24 PM
DATE

Use when:	
Public Works:	When contracting for Engineering Services.
City Attorney:	When contracting for legal services; contracts that require City Attorney’s review.
Controller/Budget Officer:	Amending Budget; appropriating and/or transferring funds; adding and/or deleting positions; any resolution having account numbers.
Asst. City Manager/OAS:	All personnel actions.

June 30, 2009

TO: CITY MANAGER

FOR: MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: CITY ATTORNEY

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH AON RISK SERVICES FOR PROPERTY, BOILER AND MACHINERY, DIC (EARTHQUAKE AND FLOOD) AND EXCESS GENERAL LIABILITY INSURANCE.

SUMMARY:

The City Council will consider adopting a Resolution authorizing the City Manager to enter into an agreement with AON Risk Services for the provision of Property, Boiler and Machinery, DIC (Earthquake and Flood) and Excess General Liability Insurance.

BACKGROUND:

The City of Compton annually purchases Property, Boiler and Machinery, DIC (Earthquake and Flood) and Excess General Liability insurance to provide adequate coverage in the event of an occurrence.

STATEMENT OF ISSUE:

As the City grows and restructures, so do the insurance needs. The City of Compton is currently insured for Property, Boiler and Machinery, DIC and Excess General Liability on separate renewal dates, in separate packages. AON has been able to decrease the number of participants supplying coverage on the Property policies which has enabled the City to increase the coverage and decrease the pricing. This would also solidify the renewal date for all City properties at July 1 or the beginning of every fiscal year. The City's current Property policy is underinsured by at least 5 million dollars, when compared to most cities that are comparable. This places the City in a vulnerable state, should a major event occur.

#10.

FINANCIAL IMPACT:

The cost of Property, Boiler and Machinery, DIC (Earthquake and Flood) and Excess General Liability insurance is **\$691,580.56** which represents an additional **5 million dollars** of coverage and is **\$67,277.41 less** than last year's policies which totaled **\$758,857.97**. Funds for the renewal of this insurance with AON Risk Services have been forecasted in the 2009-2010 Fiscal Year Budget of the City Attorney's Office budget in Account No. 6400 420 000 4268.

RECOMMENDATION:

It is recommended that the City Council adopt the attached Resolution authorizing the City Manager to enter into an agreement with AON Risk Services for Property, Boiler and Machinery, DIC (Earthquake and Flood) and Excess General Liability Insurance.

CRAIG CORNWELL
CITY ATTORNEY

CHARLES EVANS
CITY MANAGER

Attachment: Proposed Resolution

RESOLUTION NO. _____**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH AON RISK SERVICES FOR PROPERTY, BOILER AND MACHINERY, DIC (EARTHQUAKE AND FLOOD) AND EXCESS GENERAL LIABILITY INSURANCE.**

WHEREAS, there is a need to renew the City's Property, Boiler and Machinery, DIC (Earthquake and Flood) and Excess General Liability insurance; and

WHEREAS, on June 17, 2009, AON Risk Services submitted a premium proposal to renew the Property, Boiler and Machinery, DIC (Earthquake and Flood) and Excess General Liability insurance with 5 million additional coverage for properties; and

WHEREAS, the proposed policy would be less expensive than last year's policies; and

WHEREAS, staff recommends the City renew the Property, Boiler and Machinery, DIC (Earthquake and Flood) and Excess General Liability insurance.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMPTON DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. That the City Manager is authorized to enter into an agreement with AON Risk Services for Property, Boiler and Machinery, DIC (Earthquake and Flood) and Excess General Liability insurance.

SECTION 2. That said insurance shall be for 12 months from 07/01/2009 to 06/30/2010.

SECTION 3. That the funds for these services shall come from account fund number 6400-042-000-4268.

SECTION 4. That a certified copy of this resolution will be filed in the offices of the City Manager, City Attorney, City Controller and the City Clerk.

#10.

RESOLUTION NO. _____

Page 2

SECTION 5. That the Mayor shall sign and the City Clerk shall attest to this resolution.

ADOPTED this _____ day of _____, 2009

MAYOR OF THE CITY OF COMPTON

ATTEST:

CITY CLERK OF THE CITY OF COMPTON

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON

I, Alita Godwin, City Clerk of the City of Compton, hereby certify that the foregoing resolution was adopted by the City Council, signed by the Mayor, and attested by the City Clerk at a regular meeting thereof held on the _____ day of _____, 2009.

That said resolution was adopted by the following vote:

AYES: COUNCIL MEMBERS –
NOES: COUNCIL MEMBERS –
ABSENT: COUNCIL MEMBERS –
ABSTAINS: COUNCIL MEMBERS –

CITY CLERK OF THE CITY OF COMPTON

RESOLUTION SIGN-OFF FORM

DEPARTMENT: City Attorney

RESOLUTION TITLE: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH AON RISK SERVICES FOR PROPERTY, BOILER AND MACHINERY, DIC (EARTHQUAKE AND FLOOD) AND EXCESS GENERAL LIABILITY INSURANCE.

Ruth Rugley
DEPARTMENT MANAGER’S SIGNATURE

6/24/2009 10:04:04 AM
DATE

REVIEW / APPROVAL

Craig Cornwell
CITY ATTORNEY

6/25/2009 1:06:53 PM
DATE

Willie Norfleet
CITY CONTROLLER

6/25/2009 12:42:15 PM
DATE

Charles Evans
CITY MANAGER

6/25/2009 12:10:40 PM
DATE

Use when:	
Public Works:	When contracting for Engineering Services.
City Attorney:	When contracting for legal services; contracts that require City Attorney’s review.
Controller/Budget Officer:	Amending Budget; appropriating and/or transferring funds; adding and/or deleting positions; any resolution having account numbers.
Asst. City Manager/OAS:	All personnel actions.

June 30, 2009

TO: MAYOR AND COUNCIL MEMBERS

FROM: CITY MANAGER

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER TO SPRINGBROOK SOFTWARE COMPANY TO UPGRADE THE UTILITY BILLING SOFTWARE AND TRANSFER FUNDS BETWEEN ACCOUNTS

SUMMARY

This resolution authorizes a purchase order in the amount of \$51,950.00 to Springbrook Software Company for an upgrade to the utility billing software.

BACKGROUND

The Water Department utilizes the services of Springbrook Software Company for the maintenance and technical support of the hardware and software of the department's utility billing system. The continued effectiveness of the computer system depends on regular service, maintenance and upgrades of the system's hardware and software.

FISCAL IMPACT

The cost of these services is Fifty-one Thousand, Nine Hundred and Fifty Dollars (\$51,950.00). Funds have been will be transferred as follows:

From:	Account	Description	Amount
	5000-850-000-4249	Special Dept. Expenses	\$42,000.00
To:	Account	Description	Amount
	5000-890-000-4222	Computer Software	\$42,000.00

RECOMMENDATIONS

It is recommended that the attached resolution be adopted.

KAMBIZ SHOGHI
GENERAL MANAGER

CHARLES EVANS
CITY MANAGER

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER TO SPRINGBROOK SOFTWARE COMPANY TO UPGRADE THE UTILITY BILLING SOFTWARE AND TRANSFER FUNDS BETWEEN ACCOUNTS

WHEREAS, the Water Department utilizes the services of Springbrook Software Company for the maintenance and technical support of the hardware and software of the department’s utility billing computer system, and

WHEREAS, the continued effectiveness of the computer system depends on regular service, maintenance and support of the system hardware and software upgrades, and

WHEREAS, The Municipal Water Department is utilizing one of the oldest versions of Springbrook Software and although they will perform regular maintenance they will no longer be able to modify this version, and

WHEREAS, The Municipal Water Department is implementing the IVR system which will allow customers to access their bills on line as well as pay their bills via the telephone; and

WHEREAS, On January 1, 2010 the Municipal Water Department will have the responsibility of billing the customers for their sewer charges and this version of Springbrook is not able to support this line item; and

WHEREAS, the cost for the upgrade will cost Fifty-one Thousand, Nine Hundred Thirty and Fifty Dollars (\$51,950.00), and funds will be transferred as follows:

From:	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	5000-850-000-4249	Special Dept. Expenses	\$42,000.00
To:	5000-890-000-4222	Computer Software	\$42,000.00

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMPTON DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. That the City Manager is authorizes to issue a purchase order to Springbrook Software Company and transfer funds between accounts as follows:

From:	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	5000-850-000-4249	Special Dept. Expenses	\$42,000.00
To:	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	5000-890-000-4222	Computer Software	\$42,000.00

RESOLUTION NO. _____
PAGE 2

SECTION 2. That a copy of this resolution shall be filed in the offices of the City Manager, City Controller, City Clerk and Municipal Water Department.

SECTION 3. That the Mayor shall sign and the City Clerk shall attest to the adoption of this resolution.

ADOPTED this _____ day of _____, 2009.

MAYOR OF THE CITY OF COMPTON

ATTEST:

CITY CLERK OF THE CITY OF COMPTON

**STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON**

I, Alita Godwin, City Clerk of the City of Compton, hereby certify that the foregoing resolution was adopted by the City Council, signed by the Mayor and attested by the City Clerk at a regular meeting thereof held on the _____ day of _____ 2009.

That said resolution was adopted by the following vote to wit:

AYES:	COUNCIL MEMBERS-
NOES:	COUNCIL MEMBERS-
ABSENT:	COUNCIL MEMBERS-
ABSTAIN:	COUNCIL MEMBERS-

CITY CLERK OF THE CITY OF COMPTON

RESOLUTION SIGN-OFF FORM

DEPARTMENT: Water Department

RESOLUTION TITLE: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER TO SPRINGBROOK SOFTWARE COMPANY TO UPGRADE THE UTILITY BILLING SOFTWARE AND TRANSFER FUNDS BETWEEN ACCOUNTS

<ManagersName>
DEPARTMENT MANAGER’S SIGNATURE

<ManagersDate>
DATE

REVIEW / APPROVAL

<LegalName>
CITY ATTORNEY

<LegalDate>
DATE

<ControllerName>
CITY CONTROLLER

<ControllerDate>
DATE

<CityManager>
CITY MANAGER

<CityManagerDate>
DATE

Use when:	
Public Works:	When contracting for Engineering Services.
City Attorney:	When contracting for legal services; contracts that require City Attorney’s review.
Controller/Budget Officer:	Amending Budget; appropriating and/or transferring funds; adding and/or deleting positions; any resolution having account numbers.
Asst. City Manager/OAS:	All personnel actions.

DR. GIOVANNA BRASFIELD

1997 East Canova Lane • Compton, California 90221
brasfieldg@yahoo.com • (310)863-5083 phone

May 14, 2009

Mayor and City Council Members
ATTN: Alita Godwin, City Clerk
205 South Willowbrook Avenue
Compton, California 90220

Greetings Mayor and Council Members:

This letter is written as my resignation for my Commissioner position on the Oversight Committee.

It brings me great-great sadness. I have thought long and hard as to how to make this work, but my current work schedule will not allow me to regularly attend commission committee meetings. I will remain active within our great city and assist you in *Birthing A New Compton*, but will not be able to continue to hold my current position and provide the support needed to you and the City at this time.

I plan to continue to remain active in our community and assist the community of Compton and even in the future when scheduling permits, I look forward to holding a leadership position again within our great community.

Please do feel free to feel me informed of City activities.

Glad to be of service,

A handwritten signature in black ink, appearing to read 'G. Brasfield', with a long, sweeping horizontal line extending to the right.

Dr. Giovanna Brasfield
(310) 863-5083 Cell Phone

DATE: JUNE 23, 2009
TO: MAYOR AND COUNCIL MEMBERS
FROM: CITY TREASURER
SUBJECT: INVESTMENT REPORT

IN ORDER TO COMPLY WITH STATE LAW AND THE CITY'S
INVESTMENT POLICY, THE ATTACHED REPORTS ACCURATELY
REFLECTS ALL POOLED INVESTMENTS HELD ON BEHALF OF THE
CITY AND REDEVELOPMENT AGENCY AS OF APRIL, 2009

DOUGLAS SANDERS
CITY TREASURER

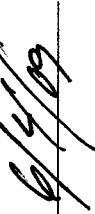
**City of Compton
Portfolio Management
Portfolio Summary
April 30, 2009**

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
Passbook/Checking Accounts -2	293,611.28	293,611.28	293,611.28	1.70	1	1	4.932	5.000
Manage Pool & Money Mkt Accounts	1,619,879.30	1,619,879.30	1,619,879.30	9.35	1	1	1.444	1.464
Local Agency Investment Fund	15,403,464.40	15,403,464.40	15,403,464.40	88.95	1	1	2.830	2.870
Investments	17,316,954.98	17,316,954.98	17,316,954.98	100.00%	1	1	2.736	2.774

Total Earnings	April 30 Month Ending	Fiscal Year To Date
Current Year	35,885.36	414,001.69
Average Daily Balance	15,735,483.68	21,583,762.11
Effective Rate of Return	2.77%	2.30%

I certify that this report accurately reflects all pooled investments and is in conformity with the investment policy statement adopted by the City Council on July 01, 2008. (Gov Code 53646(b)(3)) The quarterly investment report must state the ability of the Agency to meet its expenditure requirements for the next six months or provide an explanation of why sufficient cash funds may or may not be available. The Investment program may not provide sufficient cash flow liquidity to meet six months estimated expenditures. On December 20, 2008 the City received one of its major revenue sources, property tax of over \$9 million. This revenue is supposed to at least last until April 20, 2009 when the next major property tax revenue is received. The City is spending more that it receives. The pricing of securities is done by Union Bank of California and Interactive Data Services. Moody's Investor Services rates the Manage Pool Accounts AAA.

Douglas Sanders, City Treasurer



Treasury Rates 04/30/09

03 months --- 0.1258
06 months --- 0.2760
12 months --- 0.4540

City of Compton
Portfolio Management
Portfolio Details - Investments
April 30, 2009

Page 2

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 360	Days to Maturity	Maturity Date
Passbook/Checking Accounts -2												
SYS4000	4000	Neighborhood Improvement			293,611.28	293,611.28	293,611.28	5.000		4.932	1	
		Subtotal and Average	293,611.28		293,611.28	293,611.28				4.932	1	
Manage Pool & Money Mkt Accounts												
SYS5003	5003	Residential Rehab Money Market			466,487.63	466,487.63	466,487.63	1.300		1.300	1	
SYS5004	5004	Formal Assurance Prg Money Mkt			122,141.02	122,141.02	122,141.02	1.300		1.300	1	
SYS5005	5005	Rental Rehab Prg Money Market			420,205.92	420,205.92	420,205.92	1.300		1.300	1	
SYS5001	5001	5116 Highmark Fund			420,321.13	420,321.13	420,321.13	1.680		1.680	1	
SYS5006	5006	1001 HIGHMARK FUND			177,984.19	177,984.19	177,984.19	1.680		1.680	1	
SYS5010	5010	UMB Corporate Trust Services			12,739.41	12,739.41	12,739.41	1.730		1.730	1	
SYS5002	5002	1001 Wells Fargo Money Market			0.00	0.00	0.00	3.040		3.040	1	
		Subtotal and Average	1,619,638.87		1,619,879.30	1,619,879.30				1.444	1	
Local Agency Investment Fund												
SYS6013	6013	1999 Local Law Enforcement Gra			0.00	0.00	0.00	5.230		5.158	1	
SYS6014	6014	2000 Local Law Enforcement Gra			0.00	0.00	0.00	5.230		5.158	1	
SYS6020	6020	2001 Local Law Enforcement Gra			0.00	0.00	0.00	5.230		5.158	1	
SYS6021	6021	2002 Local Law Enforcement Gra			0.00	0.00	0.00	5.230		5.158	1	
SYS6023	6023	2003 Local Law Enforcement Gr			0.00	0.00	0.00	5.230		5.158	1	
SYS6026	6026	2004 Local Law Enforcement Gra			0.00	0.00	0.00	5.230		5.158	1	
SYS6007	6007	4000 CRA			39,504.29	39,504.29	39,504.29	2.770		2.732	1	
SYS6019	6019	1641 EDA Revolving Loan			425,836.44	425,836.44	425,836.44	2.770		2.732	1	
SYS6012	6012	General City EMS			0.00	0.00	0.00	5.230		5.158	1	
SYS6000	6000	1001 General City			3,568,178.16	3,568,178.16	3,568,178.16	2.770		2.732	1	
SYS6028	6028	2818 HUD SECTION 108			3,044,438.25	3,044,438.25	3,044,438.25	2.770		2.732	1	
SYS6006	6006	1300 Land Sales CRA			9,273.33	9,273.33	9,273.33	2.770		2.732	1	
SYS6004	6004	2820 Local Housing Authority			120,211.01	120,211.01	120,211.01	2.770		2.732	1	
SYS6001	6001	6400 Liability			0.00	0.00	0.00	5.230		5.158	1	
SYS6010	6010	1031 Local Law Enforcement			0.00	0.00	0.00	2.770		2.732	1	
SYS6011	6011	1203 CRA Low Cost Housing			958,180.34	958,180.34	958,180.34	2.770		2.732	1	
SYS6009	6009	9203 Public Finance Auth.			31,403.60	31,403.60	31,403.60	2.770		2.732	1	
SYS6002	6002	1900 PROP C			1,741,060.19	1,741,060.19	1,741,060.19	2.770		2.732	1	
SYS6022	6022	REGIONAL PARK			2,673,915.29	2,673,915.29	2,673,915.29	2.770		2.732	1	
SYS6027	6027	2615 River Mountain Conservanc			11,471.34	11,471.34	11,471.34	2.770		2.732	1	
SYS6008	6008	1500 Rosecrans Redevelopment			0.00	0.00	0.00	2.770		0.000	1	
SYS6003	6003	5116 Sewer Bond Proceeds			85,380.16	85,380.16	85,380.16	20.770		20.485	1	

City of Compton

Portfolio Management

Portfolio Details - Investments

April 30, 2009

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 360	Days to Maturity	Maturity Date
Local Agency Investment Fund												
SYS6005	6005	1200 Surplus Tax			2,694,612.00	2,694,612.00	2,694,612.00	2.770		2.732	1	
		Subtotal and Average	13,822,233.53		15,403,464.40	15,403,464.40	15,403,464.40			2.830	1	
		Total and Average	15,735,483.68		17,316,954.98	17,316,954.98	17,316,954.98			2.736	1	

City of Compton
Portfolio Management
Interest Earnings Summary
April 30, 2009

	April 30 Month Ending	Fiscal Year To Date
CD/Coupon/Discount Investments:		
Interest Collected	0.00	70,091.55
Plus Accrued Interest at End of Period	11,438.84	11,438.84
Less Accrued Interest at Beginning of Period	(11,438.84)	(1,282.41)
Less Accrued Interest at Purchase During Period	(0.00)	(0.00)
Interest Earned during Period	0.00	80,247.98
Adjusted by Capital Gains or Losses	0.00	0.00
Earnings during Periods	0.00	80,247.98
Pass Through Securities:		
Interest Collected	0.00	0.00
Plus Accrued Interest at End of Period	0.00	0.00
Less Accrued Interest at Beginning of Period	(0.00)	(0.00)
Less Accrued Interest at Purchase During Period	(0.00)	(0.00)
Interest Earned during Period	0.00	0.00
Adjusted by Premiums and Discounts	0.00	0.00
Adjusted by Capital Gains or Losses	0.00	0.00
Earnings during Periods	0.00	0.00
Cash/Checking Accounts:		
Interest Collected	71,529.16	490,896.14
Plus Accrued Interest at End of Period	262,307.03	262,307.03
Less Accrued Interest at Beginning of Period	(297,950.83)	(419,449.46)
Interest Earned during Period	35,885.36	333,753.71
Total Interest Earned during Period	35,885.36	414,001.69
Total Capital Gains or Losses	0.00	0.00
Total Earnings during Period	35,885.36	414,001.69

City of Compton
Received Interest
Sorted by Issuer - Grouped by Fund
Received April 1, 2009 - April 30, 2009

Issuer	CUSIP	Investment #	Security Type	Par Value	Current Rate	Interest	
						Date Received	Amount Received
Cash Accounts							
Fund: GENERAL CITY							
1001 General City	SYS6000	6000	LA1	5,068,178.16	2.770	04/01/2009	9,046.74
						Subtotal	9,046.74
REGIONAL PARK	SYS6022	6022	LA1	2,673,915.29	2.770	04/01/2009	17,020.63
						Subtotal	17,020.63
						GENERAL CITY Subtotal	26,067.37
Fund: SURPLUS TAX							
1200 Surplus Tax	SYS6005	6005	LA1	2,694,612.00	2.770	04/01/2009	12,287.66
						Subtotal	12,287.66
						SURPLUS TAX Subtotal	12,287.66
Fund: CRA LOW COST HOUSING							
1203 CRA Low Cost Housing	SYS6011	6011	LA1	958,180.34	2.770	04/01/2009	3,742.18
						Subtotal	3,742.18
						CRA LOW COST HOUSING Subtotal	3,742.18
Fund: LANDSALES CRA							
1300 Land Sales CRA	SYS6006	6006	LA1	9,273.33	2.770	04/01/2009	27.77
						Subtotal	27.77
						LANDSALES CRA Subtotal	27.77

City of Compton
Received Interest
Received April 1, 2009 - April 30, 2009

Issuer	CUSIP	Investment #	Security Type	Par Value	Current Rate	Date Received	Interest Amount Received
Cash Accounts							
Fund: EDA Revolving Loan							
1641 EDA Revolving Loan	SYS6019	6019	LA1	425,836.44	2.770	04/01/2009	1,972.83
						Subtotal	1,972.83
					EDA Revolving Loan Subtotal		1,972.83
Fund: Deminstration Rental Rehab							
Residential Rehab Money Market	SYS5003	5003	PA1	466,372.62	1.300	04/30/2009	115.01
						Subtotal	115.01
Formal Assurance Prg Money Mkt	SYS5004	5004	PA1	122,110.91	1.300	04/30/2009	30.11
						Subtotal	30.11
Rental Rehab Prg Money Market	SYS5005	5005	PA1	420,102.32	1.300	04/30/2009	103.60
						Subtotal	103.60
						Deminstration Rental Rehab Subtotal	248.72
Fund: PROP C							
1900 PROP C	SYS6002	6002	LA1	1,741,060.19	2.770	04/01/2009	9,041.55
						Subtotal	9,041.55
						PROP C Subtotal	9,041.55
Fund: River Mountain Conservancy							
2615 River Mountain Conservanc	SYS6027	6027	LA1	11,471.34	2.770	04/01/2009	53.14
						Subtotal	53.14
						River Mountain Conservancy Subtotal	53.14

City of Compton
Received Interest
Received April 1, 2009 - April 30, 2009

Issuer	CUSIP	Investment #	Security Type	Par		Current Rate	Interest		
				Value	Value		Date Received	Amount Received	
Cash Accounts									
Fund: Section 108 HUD Funds									
2818 HUD SECTION 108	SYS6028	6028	LA1	3,044,438.25		2.770	04/01/2009	12,624.84	
							Subtotal	12,624.84	
							Section 108 HUD Funds Subtotal	12,624.84	
Fund: LOCAL HOUSING AUTHORITY									
2820 Local Housing Authority	SYS6004	6004	LA1	120,211.01		2.770	04/01/2009	869.67	
							Subtotal	869.67	
							LOCAL HOUSING AUTHORITY Subtotal	869.67	
Fund: CRA									
4000 CRA	SYS6007	6007	LA1	39,504.29		2.770	04/01/2009	4,069.08	
							Subtotal	4,069.08	
							CRA Subtotal	4,069.08	
Fund: SEWER BONDS PROCEEDS									
5116 Sewer Bond Proceeds	SYS6003	6003	LA1	85,380.16		20.770	04/01/2009	334.44	
							Subtotal	334.44	
							SEWER BONDS PROCEEDS Subtotal	334.44	
Fund: PUBLIC FIANANCE AUTHORITY									
9203 Public Fianance Auth.	SYS6009	6009	LA1	31,403.60		2.770	04/01/2009	189.91	
							Subtotal	189.91	
							PUBLIC FIANANCE AUTHORITY Subtotal	189.91	

City of Compton
Received Interest
Received April 1, 2009 - April 30, 2009

Issuer	CUSIP	Investment #	Security Type	Par Value	Current Rate	Interest	
						Date Received	Amount Received
Total						71,529.16	

#13.

**CITY OF COMPTON
BANK ACCOUNT BALANCES AS OF
APRIL 30, 2009**

FUND #	NAME OF ACCOUNT	BANK NAME	BALANCE
101	PAYROLL	WELLS FARGO BANK	556,644.31
1001	GENERAL CITY ACCOUNT	BANK OF THE WEST	2,774,801.36
1022	POLICE ASSET FORFEITURE	BANK OF THE WEST	10,853.09
1200	SURPLUS TAX	BANK OF THE WEST	390.34
1300	LANDSALES	COMERICA	440,886.47
1900	PROP C	BANK OF THE WEST	24,358.02
2711	WIA / CAREERLINK	BANK OF THE WEST	105,664.53
2820	LOCAL HOUSING AUTHORITY	BANK OF THE WEST	6,413.63
4000	COMMUNITY REDVL AGENCY	BANK OF THE WEST	20,882.41
5116	SEWER BONDS PROCEEDS	BANK OF THE WEST	387.73
6300	WORKERS COMP	BANK OF THE WEST	109,139.39
6400	LIABILITIES	BANK OF THE WEST	459,751.61
9203	PUBLIC FINANCE AUTHORITY	BANK OF THE WEST	1,114.69
1001	EMERGENCY MEDICAL SERVICES	BANK OF THE WEST	127,558.70
1001	SAVINGS BOND ACCOUNT	WELLS FARGO BANK	98,837.00

**CITY OF COMPTON
BANK ACCOUNT BALANCES AS OF
APRIL 30, 2009**

FUND #	NAME OF ACCOUNT	BANK NAME	BALANCE
	HOME LOAN PROGRAM	BANK OF THE WEST	127,243.25
1203	CRA LOW COST HOUSING	BANK OF THE WEST	716.43
1001	CITY OF COMPTON - GENERAL RESERVE	BANK OF THE WEST	963.80
2820	CITY OF COMPTON FAMILY SELF SUFFICIENCY PROGRAM	BANK OF THE WEST	362,250.94
1001	CITY OF COMPTON CHANGE FUND	BANK OF THE WEST	5,311.46
2818	SECTION 108 - HUD FUND	BANK OF THE WEST	433.93

DATE: JUNE 23, 2009
TO: MAYOR AND COUNCIL MEMBERS
FROM: CITY TREASURER
SUBJECT: INVESTMENT REPORT

IN ORDER TO COMPLY WITH STATE LAW AND THE CITY'S
INVESTMENT POLICY, THE ATTACHED REPORTS ACCURATELY
REFLECTS ALL POOLED INVESTMENTS HELD ON BEHALF OF THE
CITY AND REDEVELOPMENT AGENCY AS OF MAY 31, 2009

DOUGLAS SANDERS
CITY TREASURER

**City of Compton
Portfolio Management
Portfolio Summary
May 31, 2009**

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
Passbook/Checking Accounts -2	293,611.28	293,611.28	293,611.28	1.62	1	1	4.932	5.000
Manage Pool & Money Mkt Accounts	1,620,058.96	1,620,058.96	1,620,058.96	8.95	1	1	1.444	1.464
Local Agency Investment Fund	16,190,464.40	16,190,464.40	16,190,464.40	89.43	1	1	2.826	2.865
Investments	18,104,134.64	18,104,134.64	18,104,134.64	100.00%	1	1	2.736	2.774

Total Earnings	May 31 Month Ending	Fiscal Year To Date
Current Year	39,685.36	452,774.07
Average Daily Balance	16,841,380.13	21,144,914.82
Effective Rate of Return	2.77%	2.33%

I certify that this report accurately reflects all pooled investments and is in conformity with the investment policy statement adopted by the City Council on July 01, 2008. (Gov Code 53646(b)(3)) The quarterly investment report must state the ability of the Agency to meet its expenditure requirements for the next six months or provide an explanation of why sufficient cash funds may or may not be available. The investment program may not provide sufficient cash flow liquidity to meet six months estimated expenditures. On December 20, 2008 the City received one of its major revenue sources, property tax of over \$9 million. This revenue is supposed to at least last until April 20, 2009 when the next major property tax revenue is received. The City is spending more that it receives. The pricing of securities is done by Union Bank of California and Interactive Data Services. Moodys Investor Services rates the Manage Pool Accounts AAA.

Douglas Sanders, City Treasurer

Treasury Rates 05/31/08

3 months	0.1241
6 months	0.2726
1 year	0.4447

City of Compton
Portfolio Management
Portfolio Details - Investments
May 31, 2009

Page 2

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 360	Days to Maturity	Maturity Date
Passbook/Checking Accounts -2												
SYS4000	4000	Neighborhood Improvement			293,611.28	293,611.28	293,611.28	5.000		4.932	1	
		Subtotal and Average	293,611.28		293,611.28	293,611.28	293,611.28			4.932	1	
Manage Pool & Money Mkt Accounts												
SYS5003	5003	Residential Rehab Money Market			466,570.71	466,570.71	466,570.71	1.300		1.300	1	
SYS5004	5004	Formal Assurance Prg Money Mkt			122,162.77	122,162.77	122,162.77	1.300		1.300	1	
SYS5005	5005	Rental Rehab Prg Money Market			420,280.75	420,280.75	420,280.75	1.300		1.300	1	
SYS5001	5001	5116 Highmark Fund			420,321.13	420,321.13	420,321.13	1.680		1.680	1	
SYS5006	5006	1001 HIGHMARK FUND			177,984.19	177,984.19	177,984.19	1.680		1.680	1	
SYS5010	5010	UMB Corporate Trust Services			12,739.41	12,739.41	12,739.41	1.730		1.730	1	
SYS5002	5002	1001 Wells Fargo Money Market			0.00	0.00	0.00	3.040		3.040	1	
		Subtotal and Average	1,619,885.10		1,620,058.96	1,620,058.96	1,620,058.96			1.444	1	
Local Agency Investment Fund												
SYS6013	6013	1999 Local Law Enforcement Gra			0.00	0.00	0.00	5.230		5.158	1	
SYS6014	6014	2000 Local Law Enforcement Gra			0.00	0.00	0.00	5.230		5.158	1	
SYS6020	6020	2001 Local Law Enforcement Gra			0.00	0.00	0.00	5.230		5.158	1	
SYS6021	6021	2002 Local Law Enforcement Gra			0.00	0.00	0.00	5.230		5.158	1	
SYS6023	6023	2003 Local Law Enforcement Gr			0.00	0.00	0.00	5.230		5.158	1	
SYS6026	6026	2004 Local Law Enforcement Gra			0.00	0.00	0.00	5.230		5.158	1	
SYS6007	6007	4000 CRA			504.29	504.29	504.29	2.770		2.732	1	
SYS6019	6019	1641 EDA Revolving Loan			425,836.44	425,836.44	425,836.44	2.770		2.732	1	
SYS6012	6012	General City EMS			0.00	0.00	0.00	5.230		5.158	1	
SYS6000	6000	1001 General City			6,568,178.16	6,568,178.16	6,568,178.16	2.770		2.732	1	
SYS6028	6028	2818 HUD SECTION 108			3,044,438.25	3,044,438.25	3,044,438.25	2.770		2.732	1	
SYS6006	6006	1300 Land Sales CRA			9,273.33	9,273.33	9,273.33	2.770		2.732	1	
SYS6004	6004	2820 Local Housing Authority			120,211.01	120,211.01	120,211.01	2.770		2.732	1	
SYS6001	6001	6400 Liability			0.00	0.00	0.00	5.230		0.000	1	
SYS6010	6010	1031 Local Law Enforcement			0.00	0.00	0.00	5.230		5.158	1	
SYS6011	6011	1203 CRA Low Cost Housing			320,180.34	320,180.34	320,180.34	2.770		2.732	1	
SYS6009	6009	9203 Public Finance Auth.			26,403.60	26,403.60	26,403.60	2.770		2.732	1	
SYS6002	6002	1900 PROP C			1,526,060.19	1,526,060.19	1,526,060.19	2.770		2.732	1	
SYS6022	6022	REGIONAL PARK			2,673,915.29	2,673,915.29	2,673,915.29	2.770		2.732	1	
SYS6027	6027	2615 River Mountain Conservanc			11,471.34	11,471.34	11,471.34	2.770		2.732	1	
SYS6008	6008	1500 Rosecrans Redevelopment			0.00	0.00	0.00	2.770		0.000	1	
SYS6003	6003	5116 Sewer Bond Proceeds			85,380.16	85,380.16	85,380.16	20.770		20.485	1	

Run Date: 06/17/2009 - 10:08

Portfolio CITY

Cl

PM (PRF_PM2) SymRept V6.1

Report Ver. 5.0

#13.

City of Compton

Portfolio Management

Portfolio Details - Investments

May 31, 2009

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	YTM 360	Days to Maturity	Maturity Date
Local Agency Investment Fund												
SYS6005	6005	1200 Surplus Tax			1,378,612.00	1,378,612.00	1,378,612.00	2.770		2.732	1	
		Subtotal and Average	14,927,883.75		16,190,464.40	16,190,464.40	16,190,464.40			2.826	1	
		Total and Average	16,841,380.13		18,104,134.64	18,104,134.64	18,104,134.64			2.736	1	

City of Compton
Portfolio Management
Interest Earnings Summary
May 31, 2009

Page 4

	May 31 Month Ending	Fiscal Year To Date
CD/Coupon/Discount Investments:		
Interest Collected	0.00	70,091.55
Plus Accrued Interest at End of Period	11,438.84	11,438.84
Less Accrued Interest at Beginning of Period	(11,438.84)	(1,282.41)
Less Accrued Interest at Purchase During Period	(0.00)	(0.00)
Interest Earned during Period	0.00	80,247.98
Adjusted by Capital Gains or Losses	0.00	0.00
Earnings during Periods	0.00	80,247.98
Pass Through Securities:		
Interest Collected	0.00	0.00
Plus Accrued Interest at End of Period	0.00	0.00
Less Accrued Interest at Beginning of Period	(0.00)	(0.00)
Less Accrued Interest at Purchase During Period	(0.00)	(0.00)
Interest Earned during Period	0.00	0.00
Adjusted by Premiums and Discounts	0.00	0.00
Adjusted by Capital Gains or Losses	0.00	0.00
Earnings during Periods	0.00	0.00
Cash/Checking Accounts:		
Interest Collected	179.66	491,075.80
Plus Accrued Interest at End of Period	300,899.75	300,899.75
Less Accrued Interest at Beginning of Period	(261,394.05)	(419,449.46)
Interest Earned during Period	39,685.36	372,526.09
Total Interest Earned during Period	39,685.36	452,774.07
Total Capital Gains or Losses	0.00	0.00
Total Earnings during Period	39,685.36	452,774.07

City of Compton
Received Interest
Sorted by Issuer - Grouped by Fund
Received May 1, 2009 - May 31, 2009

Issuer	CUSIP	Investment #	Security Type	Par Value	Current Rate	Date Received	Interest	Amount Received
Cash Accounts								
Fund: Deminstration Rental Rehab								
Residential Rehab Money Market	SYS5003	5003	PA1	466,487.63	1.300	05/31/2009		83.08
						Subtotal		83.08
Formal Assurance Prg Money Mkt	SYS5004	5004	PA1	122,141.02	1.300	05/31/2009		21.75
						Subtotal		21.75
Rental Rehab Prg Money Market	SYS5005	5005	PA1	420,205.92	1.300	05/31/2009		74.83
						Subtotal		74.83
						Deminstration Rental Rehab Subtotal		179.66
						Total		179.66

**CITY OF COMPTON
BANK ACCOUNT BALANCES AS OF
MAY 31, 2009**

FUND #	NAME OF ACCOUNT	BANK NAME	BALANCE
101	PAYROLL	WELLS FARGO BANK	880,156.23
1001	GENERAL CITY ACCOUNT	BANK OF THE WEST	2,681,620.74
1022	POLICE ASSET FORFEITURE	BANK OF THE WEST	10,853.09
1200	SURPLUS TAX	BANK OF THE WEST	994.22
1300	LANDSALES	COMERICA	393,885.91
1900	PROP C	BANK OF THE WEST	5,227.34
2711	WIA / CAREERLINK	BANK OF THE WEST	91,354.29
2820	LOCAL HOUSING AUTHORITY	BANK OF THE WEST	19,874.51
4000	COMMUNITY REDVL AGENCY	BANK OF THE WEST	144,901.78
5116	SEWER BONDS PROCEEDS	BANK OF THE WEST	387.73
6300	WORKERS COMP	BANK OF THE WEST	97,895.41
6400	LIABILITIES	BANK OF THE WEST	460,688.85
9203	PUBLIC FINANCE AUTHORITY	BANK OF THE WEST	2,448.06
1001	EMERGENCY MEDICAL SERVICES	BANK OF THE WEST	243,260.62
1001	SAVINGS BOND ACCOUNT	WELLS FARGO BANK	323.37

#13.

CITY OF COMPTON
BANK ACCOUNT BALANCES AS OF
MAY 31, 2009

FUND #	NAME OF ACCOUNT	BANK NAME	BALANCE
	HOME LOAN PROGRAM	BANK OF THE WEST	127,243.25
1203	CRA LOW COST HOUSING	BANK OF THE WEST	455.31
1001	CITY OF COMPTON - GENERAL RESERVE	BANK OF THE WEST	963.80
2820	CITY OF COMPTON FAMILY SELF SUFFICIENCY PROGRAM	BANK OF THE WEST	362,250.94
1001	CITY OF COMPTON CHANGE FUND	BANK OF THE WEST	4,811.46
2818	SECTION 108 - HUD FUND	BANK OF THE WEST	433.93

June 30, 2009

TO: CIY MANAGER

FOR: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: CITY ATTORNEY

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
COMPTON AMENDING CHAPTER VII (POLICE REGULATIONS)
OF THE COMPTON MUNICIPAL CODE BY ADDING SECTION
7-25 RELATING TO RESIDENCY RESTRICTIONS FOR SEX
OFFENDERS.**

SUMMARY

The City Council will consider adopting an ordinance amending Chapter VII (Police Regulations) of the *Compton Municipal Code* by adding section 7-25 which imposes residency restrictions on registered sex offenders in the City of Compton.

BACKGROUND

In 1998, *California Penal Code section 3003.5* was enacted, which prohibited registered sex offenders, on parole, from residing in a "single family dwelling," with another registered sex offender during the parole period, unless those persons were related by blood, marriage or adoption. In 2006, the voters of the state of California overwhelmingly approved Proposition 83, (The Sexual Predator Punishment and Control Act), commonly referred to as "Jessica's law." Jessica's law prohibits any registered sex offender, while on parole, from residing within 2,000 feet of public or private schools and parks where children regularly gather. Jessica's law also authorizes cities to enact local ordinances that further restrict the residency of registered sex offenders, whether or not they are on parole or probation.

As the City of Compton has become an increasingly attractive place for families with children to live, the City Council has made it a priority to assure the safety of its residents. Events involving sexual offenses in the County of Los Angeles and across the state have highlighted the need for local regulation of registered sex offenders. These events have included predatory acts of violence and molestation committed by registered sex offenders, and instances where multiple registered

sex offenders have been residing in clusters in violation of state law. These instances, coupled with the fact that sex offenders have a higher recidivism rate than any other type of violent felon further highlight the need for local regulation.

STATEMENT OF THE ISSUE

With a heightened need to protect the citizens of Compton from registered sex offenders, the proposed ordinance seeks to accomplish this objective by restricting the places where multiple sex offenders may reside. Any violation of this ordinance constitutes a misdemeanor. The more salient features of the proposed ordinance are outlined below.

1. Residency and Distance Requirements

The proposed ordinance would prohibit sex offenders from living within 2,000 feet of child care centers, public or private schools grades K through 12, or parks. The proposed ordinance extends the prohibition beyond Jessica's law by including "child day care facilities." This 2,000-foot radius is referred to as a "Residential Exclusion Zone."

2. Multiple Sex Offender Residency Requirements

The proposed ordinance extends the prohibition of cohabitation of multiple sex offenders in duplexes, single-family dwellings, multi-family dwellings, hotels, motels and inns. It further extends the prohibition beyond a registered sex offender's term of parole. The proposed ordinance also holds both property owners and registered sex offenders liable for violations of multiple registered sex offender living prohibitions.

3. Nuisance Abatement

Pursuant to California law, a city may regulate conduct that is harmful to the health, safety and welfare of its citizens. This is done by declaring certain conduct and conditions public nuisances. Here the proposed ordinance declares registered sex offenders residing within a "Residential Exclusion Zone" and the owners and/or their authorized agents who knowingly rent to more than one registered sex offender, a public nuisance.

4. Exceptions/Limitations

Outlined below are exceptions and limitations to the restrictions of the ordinance:

a. This ordinance would be prospective only in effect and therefore would not require sex offenders already residing in Compton to relocate to come into compliance with this ordinance.

b. If, for example a child care center moved into a prohibited area (within 2000 feet from where the registered sex offender resided) **after** the registered sex offender had already established residency there, the sex offender would not be required to move.

c. The ordinance does not prohibit the state from placing more than one sex offender in a "residential care facility" as defined in *Health and Safety Code Section 1566.3*. A residential care facility is licensed by the state and accommodates persons in need of personal assistance essential for sustaining the activities of daily living.

FISCAL IMPACT

Fiscal impact unknown.

RECOMMENDATION

Staff recommends that the City Council adopt the attached ordinance.

CRAIG J. CORNWELL
CITY ATTORNEY

CHARLES EVANS
CITY MANAGER

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
COMPTON AMENDING CHAPTER VII (POLICE REGULATIONS)
OF THE COMPTON MUNICIPAL CODE BY ADDING SECTION 7-
25 RELATING TO RESIDENCY RESTRICTIONS FOR SEX
OFFENDERS.**

WHEREAS, in 1998, subsection (a) of *California Penal Code Section 3003.5*, was enacted which prohibits registered sex offenders, who are on parole from residing in a "single family dwelling," with another sex offender during the parole period, unless those persons are legally related by blood, marriage, or adoption; and

WHEREAS, on November 7, 2006, the voters of the state of California approved proposition 83, the Sexual Predator Punishment and Control Act, more commonly known as, Jessica's Law, to enhance the protections afforded Californians and their children from sex offenders; and

WHEREAS, Proposition 83, as codified in subsection (b) of *California Penal Code Section 3003.5*, prohibits any person who is required to register as a sex offender under Penal Code Section 290 from residing within 2000 feet of any public or private school, or any park where children regularly gather; and

WHEREAS, Proposition 83 as codified in subsection (c) of *California Penal Code Section 3003.5* authorizes local governments to enact ordinances that further restrict the residency of any registered sex offender whether or not on probation or parole; and

WHEREAS, subsection (c) of *California Penal Code Section 3003.5* authorizes local governments to further restrict the residency of registered sex offenders in single family dwellings, and residential facilities which serve six or fewer persons are considered single-family dwellings pursuant to *Health and Safety Code Section 1566.3*, but will not be considered single family dwellings for the purpose of this section consistent with subsection (a) of *California Penal Code Section 3003.5*; and

WHEREAS, there are approximately 217 registered sex offenders in the City of Compton; and

WHEREAS, the City Council is concerned with recent occurrences, within the City and elsewhere in California, where multiple registered sex offenders have been residing together; and

WHEREAS, *Compton Municipal Code Section (CMC) 7-25* serves to eliminate any potential conflict of land uses in residential neighborhoods and to reduce the potential dangers associated with multiple registered sex offenders living near families with children and places where children frequently gather, *Compton Municipal Code Section 7-25* shall also regulate the number of registered sex offenders permitted to reside in multiple family dwellings, motels, hotels and inns; and

WHEREAS, in addition to public and private schools and parks, the City Council further finds that California state licensed child day care facilities are necessarily included as places where children frequently gather; and

WHEREAS, in order to foster compliance with the intent of this ordinance, *Compton Municipal Code Section 7-25* shall also establish regulations for property owners who knowingly rent or lease residential dwellings to registered sex offenders in violation of this section; and

WHEREAS, multiple registered sex offenders who reside together and property owners who knowingly rent to multiple registered sex offender create conditions which are injurious to the health, safety and welfare of the community and shall be deemed by the City Council to constitute a public nuisance; and

WHEREAS, this ordinance is required for the immediate preservation of the public peace, health, safety and welfare, and it shall be the intent of the City Council to construe this ordinance as having a prospective application only.

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

Section 1. That Chapter VII of the *Compton Municipal Code* is hereby amended to add section 7-25 entitled Sex Offender Residency Restrictions and shall read as follows:

7-25 Title

Sex Offender Residency Restrictions.

7-25.1 Purpose

a. It is the intent of the Council of the City of Compton to further protect the residents of the City of Compton from the potential dangers of multiple sex offenders living near families with children and places where children frequently gather.

b. Provisions of this section are to be supplementary and complimentary to all of the provisions of the *Compton Municipal Code*, state law, and any law cognizable at common law or in equity, and nothing herein shall be read, interpreted or construed in any manner so as to limit any existing right or power of the City of Compton to abate any and all nuisances.

7-25.2 Definitions

For the purposes of this section, the following definitions shall apply:

- a. "Child" or "children" shall mean any person(s) under the age of eighteen (18) years of age.
- b. "Child day care facility" shall mean any licensed facility of the State of California, Department of Social Services, that provides non-medical care to children in need of personal services, supervision, or assistance essential for sustaining the activities of daily living or for the protection of children on a less than twenty-four (24) hour basis, including, but not limited to, a day care center, employer-sponsored child care center, family day care home, infant center, preschool, extended-day care facility, or school-age child care center.
- c. "Duplex" shall mean a residential land use for a building containing two (2) dwelling units.

d. "Hotel/Motel/Inn" shall mean a commercial land use for rental of six (6) or more guest rooms or suites for primarily temporary residency for a period of not more than thirty (30) consecutive days.

e. "Knowingly" shall mean with knowledge of the existence of the facts in question. Knowledge of the unlawfulness of any act or omission is not required.

f. "Multi-family dwelling" shall mean a building designed for the permanent residency of three (3) or more individuals, groups of individuals or families living independently of each other. This definition shall include an apartment house and a condominium complex, but shall not include hotels, motels or inns.

g. "Owners authorized agent" shall mean any natural person, firm, association, joint venture, joint stock company, partnership, organization, club, company, limited liability company, corporation, business trust, manager, lessee, servant, officer, or employee, authorized to act for the property owner.

h. "Park" shall include any areas owned, leased, controlled, maintained, or managed by a public entity which are open to the public where children regularly gather and which provide recreational, cultural or community service activities including, but not limited to, playgrounds, playfields, and athletic courts.

i. "Permanent resident" shall mean any person who, on a given date, has obtained a legal right to occupy or reside in, or has already, as of that date, occupied or resided in, a duplex, single-family dwelling, multi-family dwelling, hotel, motel or inn, for more than thirty (30) consecutive days.

j. "Property owner" shall mean the owner of record of any parcel of real property as designated on the county assessor's tax roll, or a holder of a subsequently recorded deed to the property and shall include any part owner, joint owner, tenant, tenant-in-common, or joint tenant, of the whole or a part of such real property.

k. "Residential exclusion zone" shall include those areas located within two thousand feet (2000') from the nearest property line of the subject property to the nearest property line of a child care facility, public or private school (grades K through 12), park, or public library in which a sex offender is prohibited from temporarily or permanently residing.

l. "Responsible party" shall mean a property owner and/or a property owner's authorized agent.

m. "Sex offender" shall mean any person convicted of a crime on or after the effective date of this ordinance, who is required to register pursuant to Section 290 of the California Penal Code, regardless of whether or not that person is on parole or probation.

n. "Single-family dwelling" shall mean one (1) permanent residential dwelling located on a single lot. For purposes of this section, single-family dwelling shall not include any state licensed residential facility that serves six or fewer persons.

o. "Temporary resident" shall mean any person who, on a given date, has obtained a legal right to occupy or reside in, or has already, as of that date,

occupied or resided in, a duplex, single-family dwelling, multi-family dwelling, hotel, motel or inn, for a period of thirty (30) consecutive days or less.

7-25.3 Sex Offender Prohibition in Residential Exclusion Zone

A sex offender shall be prohibited from becoming a permanent or temporary resident in residential exclusion zone.

7-25.4 Sex Offender Prohibition – Single-Family Dwelling.

A sex offender shall be prohibited from becoming a permanent or temporary resident in a single family dwelling if said dwelling is already occupied by a sex offender, unless those persons are legally related by blood, marriage, or adoption.

7-25.5 Sex Offender Prohibition – Duplex and Multi-Family Dwellings.

A sex offender shall be prohibited from becoming a permanent or temporary resident in a duplex and/or multi-family dwelling unit if said dwelling unit is already occupied by a sex offender, unless the other person is legally related by blood, marriage or adoption.

7-25.6 Sex Offender Prohibition – Hotel/Motel/Inn Rooms

a. A sex offender shall be prohibited from becoming a permanent or temporary resident in any guest room of a hotel, motel or inn room if said room is already occupied by a sex offender, unless the other person is legally related by blood, marriage or adoption.

b. A sex offender shall be prohibited from becoming permanent or temporary resident of any guest room of a hotel, motel or inn wherein a separate and distinct guest room is already occupied by a sex offender as a permanent or temporary resident, unless those persons are legally related by blood, marriage, or adoption.

7-25.7 Responsible Party Prohibition – Single Family Dwellings.

A responsible party shall be prohibited from knowingly renting or leasing a single-family dwelling to more than one (1) sex offender during any given period of tenancy, regardless of the permanent or temporary residential status of either sex offender, unless those persons are legally related by blood, marriage, or adoption.

7-25.8 Responsible Party Prohibition – Duplex and Multi-Family Dwellings.

A responsible party shall be prohibited from knowingly renting or leasing any unit within a duplex and/or multi-family dwelling to more than one (1) sex offender during any given period of tenancy, regardless of the permanent or temporary residential status of either sex offender, unless those persons are legally related by blood, marriage or adoption.

7-25.8 Responsible Party Prohibition – Hotels/Motels/Inns.

a. A responsible party shall be prohibited from knowingly renting or

leasing a guest room in a hotel, motel or inn, or allow occupancy as a permanent or temporary resident to more than one (1) registered sex offender, unless those persons are legally related by blood, marriage or adoption.

b. A responsible party shall be prohibited from knowingly renting or leasing more than one (1) guest room in a hotel, motel or inn, or allow occupancy as a permanent or temporary resident by, more than one (1) sex offender as a permanent or temporary resident, unless those persons are legally related by blood, marriage or adoption.

7-25.9 Eviction Requirements

In order to comply with this section, a responsible party is required to terminate a sex offender's tenancy or other occupancy. The responsible party shall comply with all applicable state law procedures and requirements governing the eviction of tenants of real property. If in accordance with these procedures and requirements, a court determines that such termination is improper, the responsible party shall not be in violation of this section by allowing the sex offender to remain as a tenant or other occupant.

7-25.10 Public Nuisance

Any duplex, hotel, motel, inn, multi-family dwelling or single-family dwelling operated or maintained in a manner inconsistent with the occupancy requirements of this section or the restrictions of *California Penal Code Section 3003.5* is declared to be unlawful and is declared to be a public nuisance per se that are injurious to the public health, safety and welfare.

7-25.11 Attorneys Fees

a. In accordance with *California Government Code Section 38773.5(b)*, the prevailing party in any proceeding conducted pursuant to this section 7-25 and associated with the abatement of a public nuisance shall be entitled to recovery of attorneys' fees incurred in any such proceeding.

b. The recovery of attorneys' fees by the prevailing party is limited to those individual actions or proceedings in which the City elects, at the initiation of that action or proceeding, to seek recovery of its own attorneys' fees.

c. An award of attorneys' fees to a prevailing party in an action or proceeding shall not exceed the amount of reasonable attorneys' fees incurred by the City in the action or proceeding.

7-25.12 Criminal Penalties

a. Any person who violates any provision of this section is guilty of a misdemeanor and upon conviction thereof shall be punished by a fine not to exceed one thousand (\$1,000.00) dollars or by imprisonment in the County jail for six (6) months, or by both such fine and imprisonment.

b. In accordance with *California Penal Code Section 373a*, a crime can be charged for each day the violation continues following service of a notice of a violation.

7-25.13 Criminal Penalties Do Not Satisfy Administrative or Civil Actions.

Neither the arrest, prosecution, conviction, imprisonment, nor payment of a fine for a criminal violation of section 7-25 shall satisfy or diminish the authority of the City to commence civil, criminal, administrative or special proceedings under applicable civil, penal or municipal code provisions as an alternative or in addition to the proceedings set forth in this section.

7-25.14 Civil Actions/Administrative Proceedings

a. Civil actions include, but are not limited to, injunctive relief, restraining orders and any other civil and/or administrative actions or proceedings as defined by law and the *Compton Municipal Code*.

b. Any person deemed liable, pursuant to this section, in a civil action, filed by the City in any court of competent jurisdiction is responsible to pay reasonable abatement costs incurred by the City and costs of the suit, as well as any civil penalties the court may deem appropriate, including any and all attorney fees incurred by the City in the prosecution of said enforcement action in accordance with section 7-25.11.

c. The City may also recover legal costs by imposing either a nuisance abatement lien or a special assessment lien or any other remedy available under the law.

7-25.15 Applicability

The provisions of this section 7-25 shall not apply to:

a. Tenancies or other occupancies that commenced prior to the effective date of this ordinance, or to the renewals of any such tenancies or occupancies; or

b. A sex offender who committed the offense resulting in such registration prior to the effective date of this ordinance.

Section 2. SEVERABILITY

That the City Council declares that, should any provision, section, subsection, sentence, paragraph, clause, phrase or word of this ordinance, hereby adopted, be rendered or declared invalid by any final court action in a court of competent jurisdiction, or by any reason of any preemptive legislation, the remaining provisions, sections, subsections, sentences, paragraphs, clauses, phrases or words of this ordinance hereby adopted shall remain in full force and effect.

Section 3. DISTRIBUTION

That a copy of this ordinance shall be forwarded to the offices of the City Manager, City Attorney, Planning and Economic Development, Building and Safety Department, Municipal Law Enforcement Services Department and the Los Angeles County Sheriff's Department, Compton Station.

Section 4. ATTESTATION

That the Mayor shall sign and the City Clerk shall attest to the adoption of this ordinance and shall cause same to be published as required by law.

Section 5. EFFECTIVE DATE

That this ordinance shall take effect and be in full force and effect thirty (30) days after the date of its final passage and adoption by the City Council.

ADOPTED this _____ day of _____, 2009

MAYOR OF THE CITY OF COMPTON

ATTEST:

CITY CLERK OF THE CITY OF COMPTON

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

I, Alita Godwin, City Clerk of the City of Compton hereby certify that the foregoing Ordinance was duly adopted by the City Council of the City of Compton, signed by the Mayor and attested by the City Clerk at a regular meeting thereof held on the _____ day of _____, 2009.

That said Ordinance was adopted by the following vote, to wit:

AYES:	COUNCIL MEMBERS –
NOES:	COUNCIL MEMBERS –
ABSTAIN:	COUNCIL MEMBERS –
ABSENT:	COUNCIL MEMBERS –

CITY CLERK OF THE CITY OF COMPTON

June 30, 2009

TO: MAYOR AND CITY CONCIL MEMBERS

FROM: CITY MANAGER

**SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF COMPTON ADOPTING THE COMBINED
BUDGET FOR FISCAL YEAR 2009-2010**

The 2009-2010 Fiscal Year Operating Budget for the City of Compton is hereby transmitted to the City Council for adoption. This Budget is being developed during a period of dismal economic circumstances. The City of Compton has reached a pivotal time that dictates more vigilant approaches to realistic fiscal spending. For Fiscal Year 2009-2010, the City will continue its priorities to develop long term plans to address outstanding infrastructure and public service needs within the parameters of realistic revenue projections. In addition, the City has, and will continue to address departmental account management issues that have already resulted in a reduction in expenditures.

For compliance standards, the City is also responding to audit assessments, and as a result, fiscal policies are being revised to exercise improved fiscal management, accountability and control. Nevertheless, the City of Compton will experience several budgetary challenges for Fiscal Year 2009-2010. These challenges have dictated necessary expenditure reductions in an effort to maintain continuity along with the continued goal to provide satisfactory customer, community, maintenance, public safety and redevelopment services.

OVERVIEW

The budget's primary focus is allocating resources towards the repair, maintenance and beautification of the City's infrastructure, enforcement of the City's property maintenance and parking regulations, expansion of recreation facilities and improvement of customer service and permitting services. The 2009-2010 Fiscal Year Budget outlines how \$206,660,916 in public resources will be invested in the Compton community. The Fiscal Year (FY) 2009-2010 budget is approximately 6.4% larger than the FY 2008-2009 budget of \$194,233,842. This significant increase in City expenditures was caused by increased fringe benefits, and an overall benefit adjustment for the purpose of compliance, regulation and consistency. Last fiscal year, the City utilized \$6,787,008 of Fund Balance of prior year, and \$4,130,079 from operating transfer to balance the FY 2008-09 Budget. For Fiscal Year 2009-2010, the City will utilize \$2,000,000 in prior year revenue, and \$3,817,539 of operating transfer funds.

**ANNUAL BUDGET PERCENTAGE CHANGE
2006-07 THROUGH 2009-10**

	2006-07	2007-08	2008-09	2009-10
Annual Budget	140,085,453	159,416,329	194,233,842	206,660,916
Net Change	3,345,241	13,328,004	34,817,513	12,427,074
% Change	+3.3%	+12.1%	+17.0%	+6.4%

Although there are increases to City expenditures, there are decreases in personnel, risk management liability cost, salary adjustments, State Unemployment Insurance, and fringe benefit cost adjustment reductions.

REVENUE

The City of Compton utilizes the fund accounting method of financial reporting. The budget consists of six major fund categories: General Fund, Special Revenue, Redevelopment, Debt Service, Enterprise, and Internal Services. These categories are established to segregate specific revenue sources and activities in accordance with special regulations, restrictions or limitations. Each fund is considered a separate accounting entity with a self-balancing set of accounts.

The proposed budget totals \$206,660,916 which reflects an increase of approximately 6.4% over the City's Fiscal Year 2008-2009 adopted budget of \$194,233,842. This is a significant increase in City expenditures and was caused by both increased personnel and operational costs and an increased volume of new projects scheduled to begin in the new fiscal year. In addition, Public Safety costs, including the Sheriff's contract, have increased for FY 2009-2010. While the City is projecting revenue increases in most areas, expenses will exhaust anticipated revenues, requiring the City to appropriate prior year's fund balances.

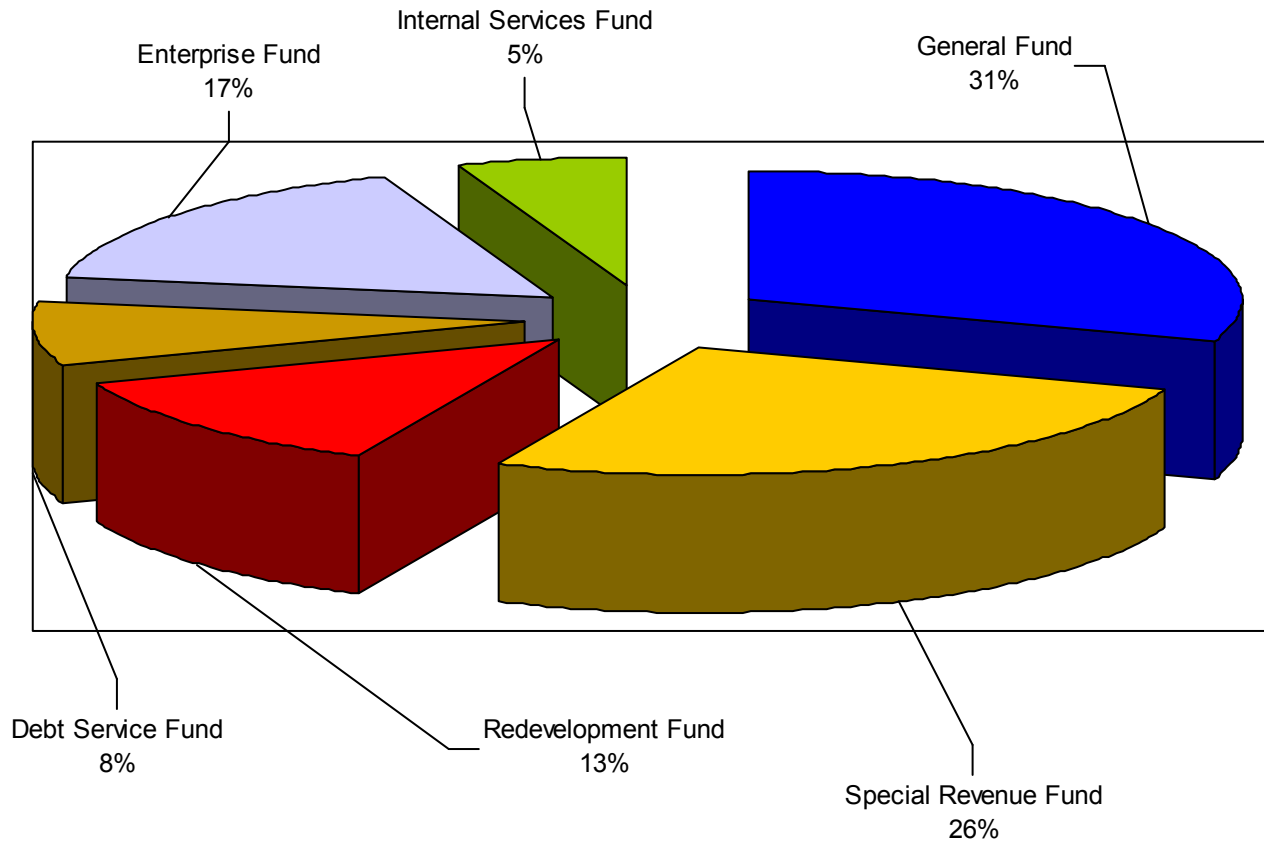
Utilization of "fund balances" (reserves) is a generally accepted method of bridging gaps between projected revenues and projected expenses. However, such "bridge" financing must be used sparingly to ensure the City can operate in a fiscally responsible manner until revenues catch up to expenses. Consequently, the City will implement the proposed budget fairly cautiously until the City has an opportunity to evaluate actual revenue versus projected revenue.

The FY 2008-2009 audit reflected a fairly consistent pattern of the City receiving slightly more revenue than originally projected in the budget. This indicates that changes in property values and retail sales are having a positive effect on the City's revenue streams. However, these increases have been fairly small and the City Controller estimates a similarly modest increase in revenue for the upcoming fiscal year.

Revenue projections for FY 2009-2010 used available trend information and year-to-date revenue receipts to estimate available revenue for next year's budget. However, retail revenue has shown a steady increase over the past year.

The following chart compares the estimated revenue percentage for Fiscal Year 2009-2010 by fund type. For FY 2009-10, the General Fund will increase by \$2,914,730, the Special Revenue Fund will increase by \$4,929,548, the Redevelopment Fund will increase \$9,227,925, the Debt Service Fund will increase by \$6,946,990, the Enterprise Fund will increase by \$5,988,849 and the Internal Services Fund will increase by \$864,883.

REVENUE FUNDS FISCAL YEAR 2009-2010



■ General Fund	■ Special Revenue Fund	■ Redevelopment Fund
■ Debt Service Fund	■ Enterprise Fund	■ Internal Services Fund

GENERAL FUND

The City's General Fund is the primary operating fund of the City. All revenues that are not allocated by law or contractual agreement to a specific fund are accounted for in the General Fund. General Fund revenues include property taxes, sales and user tax, utility user taxes, franchise fees, licenses and permits, current services charges, earnings on investments and other miscellaneous revenues. The projected General Fund revenue of \$62,571,891 accounts for 31% of the 2009-2010 total budget and can be allocated to any City expenditure category.

SPECIAL REVENUE FUND

The Special Revenue Fund is used to account for the proceeds from specific revenue sources that are legally restricted to expenditures for specific purposes. The Special Revenue Funds include retirement tax, gasoline tax, Propositions A and C, Community Development Block Grant and other Federal, State, and local resources secured by the City to fund restricted activities. The \$54,325,444 Special Revenue Fund represents 26% of the 2009-2010 total budget.

REDEVELOPMENT FUND

The Redevelopment Fund is used to account for the financial resources received from and expended on areas which have been designated as Community Redevelopment Areas. The fund has projected revenues of \$26,511,964 and accounts for 13% of the 2009-2010 total budget.

DEBT SERVICE FUND

The Debt Service Fund is used to account for the accumulation of resources for payment of long-term debt. Debt Service Funds are generally used when resources are restricted for long-term debt. The fund is projected at \$16,817,383 for 2009-2010 and reflects 8% of the total 2009-2010 budget.

ENTERPRISE FUND

The Enterprise Fund is used to account for governmental accounting funds in which services are financed and operated similarly to those of a private business. There are seven Enterprise Funds which include Water, Richland Farms, Capital Improvement, Rubbish, Sewer, Golf, and Recreation. The combined total for these funds is projected to be \$35,192,694 which accounts for 17% of the total 2009-2010 budget. The fund experienced the percentage increase due primarily to increases in water costs.

INTERNAL SERVICES FUND

The Internal Services Fund is used to account for the financing of goods or services provided by one department to another on a cost reimbursement basis. The City has four Internal Services Funds which are Equipment Rental, Central Duplicating, Workers' Compensation and General Liability. These funds are projected to contribute an additional \$11,241,540 or 5% of the City's total 2009-2010 budget. The Internal Services Fund increased due to new vehicle costs.

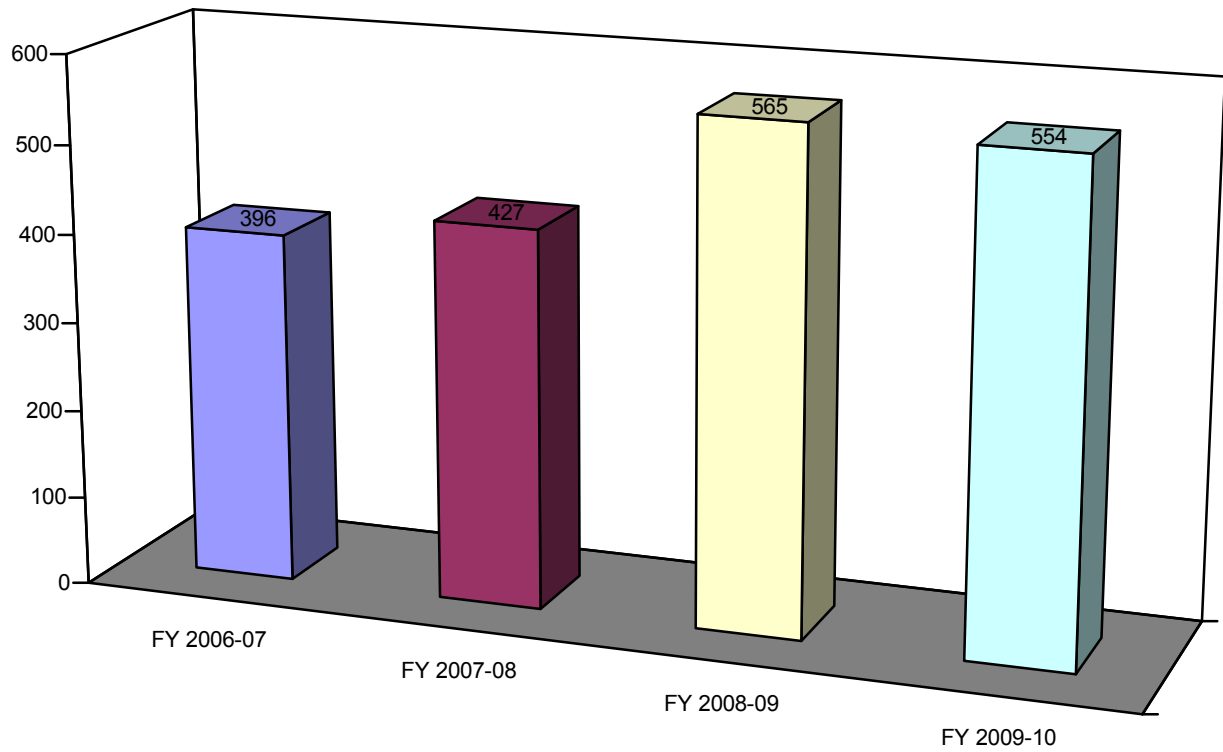
**PERSONNEL CHANGES
FISCAL YEAR 2009-2010**

DEPARTMENT	PERSONNEL	DIFFERENCE
Mayor & Council	11	No Change
City Attorney/Risk Management	17	1 Claims Technician - Deleted
City Clerk	4	1 Office Assistant III - Deleted
City Treasurer	7	1 Deputy City Treasurer - Added 1 Accounting Technician - Deleted
City Controller	19	1 Accounting Supervisor - Deleted
City Manager	28	No Change
Building & Safety	11	No Change
CareerLink	13	No Change
Community Redevelopment Agency	14	1 Sr Administrative Analyst - Added
General Services	39	1 Electrician - Deleted 1 AC Mechanic - Deleted 2 Maintenance Workers - Deleted
Fire	91	1 Fire Fighter - Deleted
Local Housing Authority	12	1 Deputy Director Of Housing – Added 1 Office Assistant I/Bilingual - Deleted
Municipal Law Enforcement	42	1 Security Officer - Deleted 3 Parking Control Officers - Deleted 2 Code Enforcement Officers I - Deleted
Non-Departmental	0	No Change
Parks/Special Services	111	No Change
Human Resources	10	No Change
Planning & Economic Development	12	No Change
Public Works & Engineering	14	No Change
Public Works & Street Maintenance	51	No Change
Water	48	No Change
TOTAL	554	

16 vacant positions deleted (total savings from salaries and benefits) =	\$1,300,000.00
5 new positions added =	\$ 359,027.42
Total Savings	\$ 940,972.58

#15.

**PERSONNEL CHANGES
FISCAL YEAR 2006-2010**



11 personnel decrease from FY 2008-09

**BUDGET COMPARISON BY FUND
2006-2007 THROUGH 2009-2010**

	ACTUAL REVENUES FY 2006-2007	ACTUAL REVENUES FY 2007-2008	BUDGETED REVENUES FY 2008-2009	ESTIMATED REVENUES FY 2009-2010
General Fund	41,657,846	47,812,976	59,657,161	62,571,891
Special Revenue Fund	48,424,736	44,471,169	49,395,896	54,325,444
Redevelopment Fund	16,859,778	23,438,122	35,739,889	26,511,964
Debt Service Fund	11,633,131	12,733,131	9,870,393	16,817,383
Enterprise Fund	19,798,810	22,180,855	29,193,845	35,192,694
Internal Services Fund	7,720,182	8,780,076	10,376,657	11,241,540
	140,085,453	159,416,329	194,233,842	206,660,916

The City Manager's Office submits the Fiscal Year 2009-2010 Annual Budget to the City Council for adoption.

Respectfully Submitted,

CHARLES EVANS
CITY MANAGER

RESOLUTION NO. _____**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON
ADOPTING THE COMBINED BUDGET FOR FISCAL YEAR 2009-2010**

WHEREAS, the proposed budget for the combined programs of the City of Compton has been considered by the City of Compton; and

WHEREAS, the City Council has hereto fixed the time and place for holding public hearings on said budget and has caused notice of said hearings to be published as required by the Charter of the City of Compton; and

WHEREAS, said public hearings were conducted on June 23, 2009 and continued to June 30, 2009; and

WHEREAS, it is both cost-effective and administratively efficient, in some specific instances, to fill positions set out in the adopted budget at a lower position in the same or a similar occupational family grouping.

NOW, THEREFORE, THE CITY COUCIL OF THE CITY OF COMPTON DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. That the combined City Budget (General City, Municipal Water Department and other funds) for Fiscal Year 2009-2010, as set forth in the proposed Annual Budget document, including the various changes discussed by the City Council, is hereby adopted; provided however, that this does not and shall not be deemed to affect in any way previous actions of the City Council under and by virtue of Subsections 5-3.5, 5-3.6 or 5-3.7 of the Compton Municipal Code, and all classifications or positions in the City's employment; that all such previous actions shall remain in full force and effect until the effective date of any resolution of the City Council which may hereafter be adopted under the provisions of Subsection 5-3.7 of the Compton Municipal Code changing the existing salary range or ranges for any or all of the classifications or positions in the City employment.

SECTION 2. That the Fiscal Year 2009-2010 Budget is a projection and shall be appropriated on July 1, 2009.

SECTION 3. That the City Manager is authorized to substitute a lower position for the higher position, where both fall within the same or a similar occupational family grouping at the then existing salary range, without further action of the City Council; and to make temporary and interim appointments in accordance with the Charter and Personnel Rules and Regulations of the City of Compton.

SECTION 4. That the City Manager may transfer appropriations from the proposed General Fund contingency within the departments with the adopted budget. A quarterly report shall be made by the City Manager describing each transfer and the reason thereof.

SECTION 5. That the City Manager may transfer funds within, but not between, each of the budgeted departments as required to achieve the purpose of said departments. A quarterly report shall be made by the City Manager describing each transfer and the reason therefore.

SECTION 6. That a certified copy of this resolution shall be attached to the annual Budget document upon completion of the City Manager, and the same shall be filed with the City Controller, and that a copy of said resolution and Annual Budget shall be placed and shall remain on file in the office of the City Clerk.

SECTION 7. That the Mayor shall sign and the City Clerk shall attest to the adoption of the resolution.

#15.

RESOLUTION NO. _____
PAGE TWO

ADOPTED this _____ day of June _____, 2009.

MAYOR OF THE CITY OF COMPTON

ATTEST:

CITY CLERK OF THE CITY OF COMPTON

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON

I, Alita Godwin, City Clerk of the City of Compton, hereby certify that the foregoing resolution was adopted by the City Council, signed by the Mayor, and attested by the City Clerk at a regular meeting thereof held on the _____ day of _____ June _____, 2009.

That said resolution was adopted by the following vote, to wit:

AYES: COUNCIL MEMBER –
NOES: COUNCIL MEMBER –
ABSENT: COUNCIL MEMBER –
ABSTAINS: COUNCIL MEMBER –

CITY CLERK OF THE CITY OF COMPTON

June 30, 2009

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: CITY MANAGER

**RE: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
COMPTON ESTABLISHING A FEE SCHEDULE FOR
WEED ABATEMENT**

SUMMARY

The City Council will consider adopting a resolution to establish a fee schedule for the recently enacted weed abatement ordinance.

BACKGROUND

On March 17, 2009, the City Council of the City of Compton, adopted Ordinance No. 2,188 which amended Chapter VII and VIII of the Compton Municipal Code by deleting section 7-20 and adding section 8-11 (Weed Abatement). This ordinance authorizes the City to conduct a weed abatement program for the purposes of abating blight and creating an aesthetically pleasing environment.

Pursuant to the City's police powers granted by California Constitution Article XI § 7, the City is authorized to impose fees, charges and rates in relation to services provided by the City. Further, section 8-11 of the weed abatement ordinance authorizes the City Council to establish a schedule of administrative and abatement costs and fees by resolution.

STATEMENT OF THE ISSUE

The City incurs costs to abate a property in violation of the ordinance where weeds and rubbish must be removed from the property in order for it to be in compliance with the City's municipal code. To that end, the City recoups its outlaid funds, by passing the costs onto the property owner.

California law limits a municipality from imposing fees which are over and above the costs involved in providing the service for which the fee is charged. The adjusted fees, therefore, reflect the associated costs in abating each property. The adjusted fees also reflect inflation. The current fees were previously set in 1998.

#16.

The Municipal Law Enforcement Services and Public Works Street Maintenance departments have identified the changes outlined in the resolution. Listed below are a few of the more significant changes.

1. **First Non Compliance Inspection Fee**
A re-inspection fee is charged after the initial inspection is completed.
Current Fee - \$72.00
Proposed Fee - \$105.00
2. **Second Non Compliance Inspection Fee**
A re-inspection fee is charged for the second (2nd) and all subsequent non-compliance inspections, if compliance is not met within the stipulated period.
Current Fee - \$72.00
Proposed Fee - \$ 235.00
3. **All Subsequent Non Compliance Inspections Fees**
A re-inspection fee shall be charged for all subsequent non-compliance inspections, if compliance is not met within the stipulated period.
Current Fee - \$72.00
Proposed Fee - \$235.00
4. **Reoccurring Inspection Violation Fee**
A reoccurring violation fee shall be charged per inspection, for each reoccurring violation within a twelve (12) month period.
Current Fee - \$ 72.00
Proposed Fee - \$235.00

The Municipal Law Enforcement Services Department conducts the inspections with an average inspection time of approximately fifteen (15) minutes. The fees are computed accordingly. The inspection fees are composed of the costs as indicated below. The City Controller costs are generated as a result of billing for the notices, inputting data for the fees and collections. The City Treasurer costs are generated from processing the payments and investigating and resolving payment problems. The costs are applied as follows:

1. First (1st) Non Compliance Inspection Fee

Municipal Law Enforcement Services quarter-hourly costs

Director	\$ 24.00
Supervisor	\$ 18.00

Officer	\$ 15.00
Vehicle	\$ 4.75
Office Assistant III	\$ 8.25
Photos	\$ 25.00 flat rate
Technical Fee	\$ 10.00

Total \$ 105.00

2. Second (2nd) Non Compliance Inspection Fee

City Controller quarter-hourly costs

Director	\$ 24.00
Chief Deputy	\$ 18.00
Account Technician	\$ 14.00

Total \$ 56.00

City Treasurer quarter-hourly costs

City Treasurer	\$ 24.00
Chief Deputy	\$ 20.00
Supervisor	\$ 16.00
Clerk	\$ 14.00

Total \$ 74.00

1st Non Compliance Fee \$105.00

Grand Total \$235.00

The Public Works Street Maintenance department fees reflect the contract charges that the City pays to outside vendors to secure indicated equipment. The City does not impose a surcharge and passes on the exact cost of the equipment to the property owner or designee. Listed below are some of the proposed adjustments.

- Truck usage

Current Fee	\$ 5.75 per hour
Proposed Fee	\$ 100.00 per hour Dump truck

#16.

Staff Report; June 30, 2009
Weed Abatement Fee Schedule
Page 4 of 4

\$ 80.00 per hour Pick up truck
\$250.00 per hour Articulating Boom Truck

2. Weed Eater
Current Fee \$ 9.21 per hour
Proposed Fee \$ 20.00 per hour Weed mower
3. Load Fee
Current Fee \$ 7.86 per ton
Proposed Fee \$ 43.25 per ton
4. Dump Fee \$ 79.80 per bin
Proposed Fee \$ 450.00 40 yard bin

FISCAL IMPACT

Proposed fees structured to offset City's costs.

RECOMMENDATION

Staff recommends that the City Council adopt the attached resolution.

**JULIUS DAVIS, (ACTING) DIRECTOR
MUNICIPAL LAW ENFORCEMENT SERVICES**

**CHARLES EVANS
CITY MANAGER**

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
COMPTON ESTABLISHING A FEE SCHEDULE FOR WEED
AND RUBBISH ABATEMENT**

WHEREAS, on March 17, 2009, the City Council of the City of Compton adopted Ordinance No. 2,188 which amended Chapter VII and VIII of the Compton Municipal Code by deleting section 7-20 and adding section 8-11 (Weed and Rubbish Abatement Program); and

WHEREAS, pursuant to the City's police powers granted by California Constitution Article XI, § 7, the City is authorized to impose fees, charges and rates in relation to services provided by the City; and

WHEREAS, section 8-11.20 of the Weed and Rubbish Abatement Ordinance provides for the City Council to establish a schedule of administrative and abatement costs and fees to be set by resolution; and

WHEREAS, the proposed fees and charges reflect the City's direct current costs in providing the service for which the fee is charged as well as the incidental costs associated with providing the service.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMPTON DOES
HEREBY RESOLVE AS FOLLOWS:**

SECTION 1. The following fees and charges shall be charged by the Municipal Law Enforcement Services Department to defray the costs of non compliance inspections, notification, processing and miscellaneous duties. The fees charged by the Public Works Department shall be used to defray the costs of weed abatement.

SECTION 2. That the fees associated with Ordinance Number 2,188 shall be adopted as follows:

1. Administrative Cost Fee Schedule

In addition to the direct cost to abate the nuisance, the following administrative fees may be charged to the owner:

- a. *Initial Inspection*; there is no charge for the initial inspection.
- b. *First Non Compliance Inspection Fee*; a re-inspection fee of one hundred and five dollars (\$105.00) is charged for re-inspection, after the initial inspection is completed, if compliance is not met within the stipulated period. No re-inspection fee shall be charged if compliance is obtained after the initial inspection.
- c. *Second Non Compliance Inspection Fee*; a re-inspection fee of two hundred and thirty five dollars (\$235.00) is charged for the second (2nd) and all subsequent non-compliance inspections, if compliance is not met within the stipulated period.

RESOLUTION NO. _____
Page 2

- d. *All Subsequent Non Compliance Inspections Fees*; a re-inspection fee of two hundred and thirty five (\$235.00) dollars shall be charged for all subsequent non-compliance inspections.
- e. *Reoccurring Violation Inspection Fee*; a reoccurring violation fee of two hundred and thirty five dollars (\$235.00) shall be charged per inspection, for each reoccurring violation within a twelve (12) month period, plus an additional \$500.00 administrative fee for each reoccurring violation.
- f. *Administrative Fee*; an administrative fee of five hundred (\$500.00) dollars, shall be charged for each violation.

2. **Weed and Rubbish Abatement Fee Schedule**

After proper notification, the City shall abate, or caused to be abated, weeds and rubbish upon certain parcels within the City of Compton. The property owners shall be charged in accordance with the following fee schedule:

PUBLIC WORKS STREET MAINTENANCE DEPARTMENT FEE SCHEDULE

<u>Item</u>	<u>*4 Hour Minimum</u>	<u>Day</u>	<u>Week</u>	<u>4 Week</u>
Labor	(see hourly rates listed below)			
Generators	\$ 25.00	\$ 36.00	\$ 144.00	\$ 432.00
Painting Equipment	\$ 52.00	\$ 90.00	\$ 360.00	\$ 900.00
Pressure Washers	\$ 50.00	\$ 100.00	\$ 400.00	\$ 1,200.00
Skip Loaders	\$110.00	\$ 200.00	\$ 800.00	\$ 2,400.00
Dump Truck	\$100.00	\$ 165.00	\$ 660.00	\$ 1,980.00
Pickup Truck	\$ 80.00	\$ 80.00	\$ 400.00	\$ 2,400.00
Backhoes	\$120.00	\$ 235.00	\$ 940.00	\$ 2,820.00
Light Towers	\$ 40.00	\$ 90.00	\$ 360.00	\$ 1,080.00
Sewer Truck	\$175.00	\$1,400.00	\$ 5,600.00	\$22,000.00
Articulating Boom Truck	\$220.00	\$ 220.00	\$ 1,100.00	\$ 6,600.00
Stump Grinder	\$ 75.00	\$ 145.00	\$ 580.00	\$ 1,740.00
Gas Chain Saw	\$ 35.00	\$ 70.00	\$ 280.00	\$ 840.00
Lawn Edger	\$ 20.00	\$ 25.00	\$ 100.00	\$ 300.00
Lawn Blower	\$ 20.00	\$ 30.00	\$ 120.00	\$ 360.00
Lawn Mower	\$ 10.00	\$ 35.00	\$ 140.00	\$ 420.00
Weed Mower	\$ 20.00	\$ 45.00	\$ 180.00	\$ 540.00
Load Fee (per ton)	\$ 43.25	-----	-----	-----
40 Yard Bin (dump fee)	\$450.00	-----	-----	-----
Low Boy Bin Concrete	\$450.00	-----	-----	-----

*The 4 hour minimum figures are denoted as hourly rates.

RESOLUTION NO. _____
Page 3

Public Works Street Maintenance Hourly Rates (Including Benefits)

<u>Position</u>	<u>Per Hourly Rate</u>	<u>Overtime Rate</u>
Maintenance Worker Trainee	\$26.40	\$39.60
Maintenance Worker I	\$30.61	\$45.92
Maintenance Worker II	\$34.90	\$52.35
Maintenance Worker III	\$33.70	\$58.05
Maintenance Supervisor	\$58.05	\$73.72
Foreman	\$36.66	\$55.00

SECTION 3. That the Mayor shall sign and the City Clerk shall attest to the adoption of this resolution.

SECTION 4. That a copy of this resolution shall be filed in the Offices of the City Manager, City Controller, City Attorney, Municipal Law Enforcement Services Department, Building Department and Public Works Department.

ADOPTED this ____ day of _____, 2009.

MAYOR OF THE CITY OF COMPTON

ATTEST:

CITY CLERK OF THE CITY OF COMPTON

**STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON:**

I, Alita Godwin, City Clerk of the City of Compton, hereby certify that the foregoing resolution was adopted by the City Council, signed by the Mayor and attested to by the City Clerk at a regular meeting thereof held on the _____ day of _____, 2009

That said resolution was adopted by the following vote, to wit:

AYES: COUNCIL MEMBERS–
NOES: COUNCIL MEMBERS–
ABSTAIN: COUNCIL MEMBERS
ABSENT: COUNCIL MEMBERS–

CITY CLERK OF THE CITY OF COMPTON

June 30, 2009

TO: HONORABLE MAYOR AND COUNCIL MEMBERS

FROM: CITY MANAGER

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON ESTABLISHING A SCHEDULE OF ADMINISTRATIVE FEES FOR VIOLATIONS OF SECTION 8-5 OF THE COMPTON MUNICIPAL CODE (ABANDONED VEHICLE ABATEMENT).

SUMMARY:

The City Council will consider adopting a Resolution establishing a schedule of administrative fees for violations of Section 8-5 of the Compton Municipal Code regarding Abandoned Vehicle Abatement.

BACKGROUND:

On April 28, 2009, the City Council of the City of Compton adopted Ordinance No. 2,191, which revised in its entirety Section 8-5 of the Compton Municipal Code so as to update provisions relative to Abandoned Vehicle Abandonment enforcement.

Pursuant to the direct grant of police powers under Article XI, Section 7 of the California Constitution, cities are authorized to impose reasonable fees, charges and rates for providing services necessary to the activity for which the fee is charged.

STATEMENT OF ISSUE:

The City's Abandoned Vehicle Abandonment ordinance was adopted over 30 years ago (1973). Ordinance No. 2,191 updated and modernized the provisions of the Abandoned Vehicle Abatement Code. Section 8-5.6 of Ordinance No. 2,191 provides that the amount to be assessed as administrative costs shall be established by resolution of the City Council of the City of Compton.

Statutory and case laws basically limit the City from imposing fees which are over and above the costs incurred to carry out the purposes and provisions of the regulation being assessed. However, in fixing fees, it is proper and reasonable to take into account not only the expense of direct regulation, but also all the incidental consequences that may be likely to subject the public to cost.

**Staff Report Re Establish Administrative Fees Enforcement Abandoned Vehicle Abatement
Compton Municipal Code, Section 8-5
June 23, 2009**

Enforcement of the City's Abandoned Vehicle Abandonment ordinance may typically involve inspections, notifications, ownership verifications, billings, data inputting, administrative hearings, criminal prosecutions and more, all of which places a burden on the City's human and financial resources. The administrative fees for enforcement of the Abandoned Vehicle Abatement ordinance have not been updated to reflect current estimated costs of enforcement since 1994. Thus, the City and its taxpayers are essentially subsidizing a majority of the costs of compliance at this time. An estimate of the typical costs (not including other incidental costs which will be recouped by the administrative fee), expended on enforcement on Section 8-5 is as follows:

Municipal Law Enforcement Services Department:

Director	\$24.00	
Supervisor	18.00	
Officer	15.00	
Vehicle	4.75	
Office Assistant III	8.25	
Photographs	25.00 (flat rate)	
Tech fee	10.00	
Total	\$105.00	\$105.00

City Controller's Office:

Controller	\$24.00	
Chief Deputy Controller	18.00	
Administrative Technician	14.00	
Total	\$56.00	161.00

City Treasurer's Office:

City Treasurer	\$24.00	
Chief Deputy Treasurer	20.00	
Supervisor	16.00	
Clerk	14.00	
Total	\$74.00	\$235.00

In compliance with Section 8-5 of Ordinance No. 2,191, the following fees are to be established for enforcement of the Abandoned Vehicle Abatement ordinance (not including the actual costs of abatement for non-compliance).

**Staff Report Re Establish Administrative Fees Enforcement Abandoned Vehicle Abatement
Compton Municipal Code, Section 8-5
June 23, 2009**

First Non-Compliance Inspection: A re-inspection fee of \$105.00 after the initial inspection is completed, if there is no compliance.

Current Fee	\$72.00
Proposed Fee	\$105.00

Subsequent Non-Compliance Inspections: A re-inspection fee of \$235.00 for the second and all subsequent non-compliance inspections after the first non-compliance inspection.

Current Fee	\$72.00
Proposed Fee	\$235.00

Reoccurring Violations: A reoccurring violation fee of \$235.00 per inspection for each reoccurring violation within 12 months.

Current Fee	\$72.00
Proposed Fee	\$235.00

Administrative Fee: An administrative fee of \$500.00 for each violation.

Current Fee	\$100.00
Proposed Fee	\$500.00

FINANCIAL IMPACT:

Recovery of estimated reasonable costs of enforcement of the Abandoned Vehicle Abatement Ordinance.

RECOMMENDATION:

It is recommended that the City Council adopt a Resolution establishing a Schedule of Fees for violations of Section 8-5 of the Compton Municipal Code regarding Abandoned Vehicle Abatement.

**JULIUS DAVIS, (ACTING) DIRECTOR
MUNICIPAL LAW ENFORCEMENT SERVICES**

**CHARLES EVANS
CITY MANAGER**

Attachmts: Proposed Resolution
JD:CE:RAR:rar

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON
ESTABLISHING A SCHEDULE OF FEES FOR VIOLATIONS OF SECTION 8-5
OF THE COMPTON MUNICIPAL CODE (ABANDONED VEHICLE
ABATEMENT)**

WHEREAS, the City of Compton is authorized by Article XI, Section 7 of the California Constitution to make and enforce within its limit all local, police, sanitary and other ordinances and regulations not in conflict with general laws; and

WHEREAS, this direct grant of police power under Article XI, Section 7 provides cities with the authority to impose fees, charges and rates for regulatory purposes; and

WHEREAS, on April 28, 2009, the City Council of the City of Compton adopted Ordinance No. 2,191 amending Section 8-5 of the Compton Municipal Code updating provisions relating to Abandoned Vehicle Abatement; and

WHEREAS, Section 8-5.6 of Ordinance No. 2,191 provides that the amount to be assessed as administrative costs shall be established by resolution of the City Council; and

WHEREAS, the City Council finds and determines that the existing, new or increased fees, rates and charges established in this Resolution are in an amount reasonably necessary to recover the costs of providing the service for which such fee, rate or charge is levied; including but not limited to non-compliance inspections, notifications, processing, prosecution and other incidental costs associated with providing the service.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMPTON DOES HEREBY
RESOLVE AS FOLLOWS:**

Section 1. That the following schedule of fees may be assessed for violations of Section 8-5 of the Compton Municipal Code:

- a. Initial Inspection:** No charge for initial inspection.
- b. First Non-Compliance Inspection:** A re-inspection fee of One Hundred Five Dollars (\$105.00) for the first non-compliance inspection after the initial inspection, if compliance is not met within the specified period. No re-inspection fee shall be charged if compliance is obtained after the initial inspection.
- c. Subsequent Non-Compliance Inspections:** A re-inspection fee of Two Hundred Thirty Five Dollars (\$235.00) for the second and all subsequent non-compliance inspections after the first non-compliance inspection, if compliance is not met within the specified period.
- d. Reoccurring Violations:** A reoccurring violation fee of Two Hundred Thirty Five Dollars (\$235.00) per inspection for each reoccurring violation within a twelve (12) month period, plus an additional administrative fee for each reoccurring violation.
- e. Administrative Fee:** An administrative fee of Five Hundred Dollars (\$500.00) for each violation.

RESOLUTION NO. _____
Page 2

Section 2. That a certified copy of this Resolution shall be filed in the offices of the City Clerk, City Attorney, City Manager, City Controller, Building & Safety, Fire, Planning and Economic Development, Municipal Law Enforcement Services and the Los Angeles County Sheriff's Department, Compton Station.

Section 3. That the Mayor shall sign and the City Clerk shall attest to the adoption of this Resolution.

ADOPTED this _____ day of _____, 2009.

MAYOR OF THE CITY OF COMPTON

ATTEST:

CITY CLERK OF THE CITY OF COMPTON

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

I, Alita Godwin, City Clerk of the City of Compton, hereby certify that the foregoing Resolution was adopted by the City Council of the City of Compton, signed by the Mayor and attested by the City Clerk at a regular meeting thereof held on this _____ day of _____, 2009.

That said Resolution was adopted by the following vote, to wit:

AYES: **COUNCIL MEMBERS-**
NOES: **COUNCIL MEMBERS-**
ABSTAIN: **COUNCIL MEMBERS-**
ABSENT: **COUNCIL MEMBERS-**

CITY CLERK OF THE CITY OF COMPTON

June 30, 2009

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: CITY MANAGER

**SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF COMPTON APPROVING THE ENGINEERING REPORT
OF WILLDAN FINANCIAL SERVICES FOR THE CITY OF
COMPTON'S LIGHTING AND LANDSCAPE ASSESSMENTS
DISTRICT NO. 1 CHARGES FOR FISCAL YEAR 2009/2010**

SUMMARY

This resolution will approve the engineering report for the Lighting and Landscape Assessment District No. 1 Charges for fiscal year 2009/2010.

BACKGROUND

At the City Council meeting held on June 9, 2009, the City Council adopted resolutions initiating proceedings; preliminarily accepting the engineering report; declaring its intention to levy and collect assessments and charges, and to appoint a time and place for hearing protests for the Lighting and Landscape District Charge for fiscal year 2009/2010.

The time for the hearing of protests was set for June 23, 2009 at 3:40 P.M., and to be held in the City Council Chambers, 205 South Willowbrook Avenue, Compton, California.

STATEMENT OF THE ISSUE

Subsequent to the hearing, it is necessary to approve the Engineering Report for the Lighting & Landscape Assessments. These funds are required to operate the street lighting and landscaping in the City of Compton for fiscal year 2009/2010.

RECOMMENDATION

Staff recommends approval of the attached resolution.

L. ALAN PYEATT, P.E
ACTING PUBLIC WORKS DIRECTOR/CITY ENGINEER

CHARLES EVANS
CITY MANAGER

CE/AP/daj (1b)

Attachments

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
COMPTON APPROVING THE ENGINEERING REPORT OF
WILLDAN FINANCIAL SERVICES FOR THE CITY OF
COMPTON'S LIGHTING AND LANDSCAPE ASSESSMENTS
DISTRICT NO. 1 CHARGES FOR FISCAL YEAR 2009/2010**

WHEREAS, the City Council pursuant to provisions of the *Landscaping and Lighting Act of 1972 (commencing with Section 22500) Part 2, Division 15 of the California Streets and Highways Code* (hereinafter referred to as the "Act") and provisions of the City of Compton Municipal Code (hereinafter referred to as the "Municipal Code") did by previous Resolution, order the preparation of the fiscal year 2008/2009 Engineer's Report for the Lighting and Landscape District No. 1 Charge (hereinafter referred to collectively as the "Districts"), and

WHEREAS, the City Council pursuant to applicable provisions of the Act or Municipal Code proposes to levy and collect assessments and charges against lots and parcels of land within the Districts for the fiscal year 2009/2010, to pay the maintenance, servicing and operation of the improvements related thereto, and

WHEREAS, Willdan Financial Services (The designated Engineer) in accordance with *Section 22623* of the Act and provisions of the Municipal Code, has prepared and filed with the City Clerk an Engineer's Report for fiscal year 2009/2010 and said report has been presented to the City Council and is incorporated herein by reference, and

WHEREAS, this City Council has examined and reviewed the Engineer's Report as presented, and is preliminarily satisfied with the description of the Districts, the improvements identified therein, each of the budget items and documents as set forth, and is satisfied that the proposed assessments and charges have been spread proportionately in accordance with the special benefit each property receives from the improvements, operation, maintenance and services to be performed, as set forth in said Engineer's Report or as modified by Council action and incorporated herein.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF
COMPTON DOES HEREBY RESOLVE AS FOLLOWS:**

SECTION 1. The above recitals are true and correct.

SECTION 2. The Engineer's Report as presented is hereby approved pursuant to *Section 22623* of the Act and provisions of the Municipal Code, and ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

SECTION 3. Copies of this resolution shall be filed in the offices of the City Manager, City Controller and Public Works Departments.

RESOLUTION NO. _____
PAGE 2

SECTION 4. The Mayor shall sign and the City Clerk shall attest to the adoption of this resolution.

ADOPTED this ____ day of _____, 2009.

MAYOR OF THE CITY OF COMPTON

ATTEST:

CITY CLERK OF THE CITY OF COMPTON

**STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON**

I, Alita Godwin, City Clerk of the City of Compton, hereby certify that the foregoing resolution was adopted by the City Council of the City of Compton, signed by the Mayor, and attested by the City Clerk at a regular meeting thereof held on the ____ day of _____, 2009.

That said resolution was adopted by the following vote, to wit:

AYES: COUNCIL MEMBERS -
NOES: COUNCIL MEMBERS -
ABSTAIN: COUNCIL MEMBERS -
ABSENT: COUNCIL MEMBERS -

CITY CLERK OF THE CITY OF COMPTON

RESOLUTION SIGN-OFF FORM

DEPARTMENT: Public Works-Engineering

RESOLUTION TITLE: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON APPROVING THE ENGINEERING REPORT OF WILLDAN FINANCIAL SERVICES FOR THE CITY OF COMPTON'S LIGHTING AND LANDSCAPE ASSESSMENTS DISTRICT NO. 1 CHARGES FOR FISCAL YEAR 2009/2010

Alan Pyeatt
DEPARTMENT MANAGER'S SIGNATURE

6/17/2009 2:35:41 PM
DATE

REVIEW / APPROVAL

Craig Cornwell
CITY ATTORNEY

6/18/2009 4:36:47 PM
DATE

Willie Norfleet
CITY CONTROLLER

6/18/2009 4:39:59 PM
DATE

Charles Evans
CITY MANAGER

6/18/2009 3:26:59 PM
DATE

Use when:	
Public Works:	When contracting for Engineering Services.
City Attorney:	When contracting for legal services; contracts that require City Attorney's review.
Controller/Budget Officer:	Amending Budget; appropriating and/or transferring funds; adding and/or deleting positions; any resolution having account numbers.
Asst. City Manager/OAS:	All personnel actions.

June 30, 2009

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: CITY MANAGER

**SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF COMPTON ORDERING THE LEVY AND COLLECTION
OF ASSESSMENTS WITHIN THE LIGHTING AND
LANDSCAPE DISTRICT NO. I FISCAL YEAR 2009/2010**

SUMMARY

This resolution will approve the ordering of the levy and collection assessments charges on the Lighting and Landscape District No.1 for fiscal year 2009/2010.

BACKGROUND

At the City Council meeting held on June 9, 2009, the City Council adopted resolutions initiating proceedings; preliminarily accepting the engineering report; declaring its intention to levy and collect assessments and charges, and to appoint a time and place for hearing protests for the Lighting and Landscape District for fiscal year 2009/2010.

The time for the hearing of protests was set for June 23, 2009 at 3:40 pm, to be held in the City Council Chambers, 205 South Willowbrook Avenue, Compton, California. The City Council receives public comment and makes any revisions deemed essential.

STATEMENT OF THE ISSUE

Pursuant to the hearing and approval of the Engineering Report, it is necessary to order the assessments within the Lighting and Landscape Assessment District. These funds are required to operate the street lighting and landscaping in the City of Compton for fiscal year 2009/2010. The action of this meeting is to hold the noticed public hearing.

RECOMMENDATION

Staff recommends approval of the attached resolution.

L. ALAN PYEATT, P.E.
ACTING PUBLIC WORKS DIRECTOR/CITY ENGINEER

CHARLES EVANS
CITY MANAGER

CE/LAP/daj (1c)

Attachments

RESOLUTION NO. _____**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS WITHIN THE LIGHTING AND LANDSCAPE DISTRICT NO. 1 FOR FISCAL YEAR 2009/2010**

WHEREAS, the City Council of the City of Compton has by previous resolution initiated proceedings and declared its intention to levy and collect assessments against lots and parcels of land within the Landscape and Lighting District No.1 (hereinafter referred to as the "District") for fiscal year 2009/2010, pursuant to the provisions of the Landscaping and Lighting Act of 1972. Part 2 of Division 15 of the California Streets and Highways Code, commencing with Section 22500 (hereinafter referred to as the "Act"); and

WHEREAS, the designated Assessment Engineer has prepared and filed with the City Clerk of the City of Compton and the City Clerk has presented to the City Council the Engineer's Report (hereinafter referred to as the "Report") in connection with the proposed levy and collection of special benefit assessments upon eligible parcels of land within the District, and the City Council did by previous Resolution approve such Report; and

WHEREAS, the City Council desires to levy and collect assessments against parcels of land within the District for the fiscal year commencing July 1, 2009 and ending June 30, 2010, to pay the costs and expenses of operating, maintaining and servicing landscaping, lighting and appurtenant facilities located within the District; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMPTON DOES HEREBY RESOLVE AND ORDER AS FOLLOWS:

SECTION 1. The above recitals are true and correct.

SECTION 2. Following notice duly given, the City Council has held a full and fair Public Hearing regarding its Resolution approving or amending the Report prepared in connection herewith; the levy and collection of assessments, and considered all oral and written statements, protests and communications made or filed by interested persons.

SECTION 3. Based upon its review (and amendments, as applicable) of the Report, a copy of which has been presented to the City Council and which has been filed with the City Clerk, the City Council hereby finds and determines that:

- a) The land within the District will receive special benefit by the operation, maintenance and servicing of landscaping, lighting and appurtenant facilities within the boundaries of the District.
- b) The District includes all of the land receiving such benefit.

RESOLUTION NO. _____

PAGE 2

- c) The net amount to be assessed upon the lands within the District has been apportioned by a formula and method, which fairly distributes the net amount among the eligible parcels in proportion to the special benefit to be received by each parcel from the improvements and services for the fiscal year commencing July1, 2009 and ending June 30, 2010.
- d) The proposed special benefit assessment calculated and apportioned for fiscal year 2009/2010 are consistent with the previously adopted Rate and Method and constitute a continuation of assessments existing on the effective date of Article XIID, Section 4 of the California Constitution. That the assessments are imposed exclusively to finance the maintenance, operation and servicing expenses for streets and that the assessments are exempt from the requirements of Article XIID.

SECTION 4. The City Council hereby orders the proposed improvements to be made, which improvements are briefly described as the maintenance, operation, administration and servicing of the improvements including streetlights, traffic signals, ornamental structures, landscaping including turf, ground cover, shrubs and trees, irrigation systems, drainage systems, and all appurtenant facilities related thereto or that may be authorized pursuant to the provisions of the Act.

SECTION 5. The County Auditor of Los Angeles County shall enter on the County Assessment Roll opposite each parcel of land the amount of levy, and such levies shall be collected at the same time and in the same manner as the County taxes are collected. After collection by the County, the net amount of the levy shall be paid to the City Treasurer and placed in a fund for the District.

SECTION 6. The City Treasurer shall deposit all money representing assessments collected by the County for the District to the credit of a fund for the City of Compton Lighting and Landscape District No.1, and such money shall be expended only for the maintenance, operation and servicing of the improvements as described in the Report.

SECTION 7. The adoption of this Resolution constitutes the District annual levy for the fiscal year commencing July 1, 2009 and ending June 30, 2010.

SECTION 8. The Assessment Engineer selected by the City Council is hereby authorized and directed to file a copy of this Resolution and the assessments with the County Auditor of the County of Los Angeles no later than August 10, 2009.

SECTION 9. Copies of this resolution shall be filed in the offices of the City Manager, City Controller, and Public Works Department.

RESOLUTION NO. _____
PAGE 3

SECTION 10. The Mayor shall sign and the City Clerk shall attest to the adoption of this resolution.

ADOPTED this _____ day of _____, 2009.

MAYOR OF THE CITY OF COMPTON

CITY CLERK OF THE CITY OF COMPTON

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON

I, Alita Godwin, City Clerk of the City of Compton, hereby certify that the foregoing resolution was adopted by the City Council of the City of Compton, signed by the Mayor, and attested by the City Clerk at a regular meeting thereof held on the ____ day of _____, 2009.

That said resolution was adopted by the following vote, to wit:

AYES: COUNCIL MEMBERS -
NOES: COUNCIL MEMBERS -
ABSTAIN: COUNCIL MEMBERS -
ABSENT: COUNCIL MEMBERS -

CITY CLERK OF THE CITY OF COMPTON

RESOLUTION SIGN-OFF FORM

DEPARTMENT: Public Works-Engineering

RESOLUTION TITLE: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS WITHIN THE LIGHTING AND LANDSCAPE DISTRICT NO. I FISCAL YEAR 2009/2010

Alan Pyeatt
DEPARTMENT MANAGER’S SIGNATURE

6/17/2009 2:40:40 PM
DATE

REVIEW / APPROVAL

Craig Cornwell
CITY ATTORNEY

6/18/2009 4:37:06 PM
DATE

Willie Norfleet
CITY CONTROLLER

6/18/2009 4:43:45 PM
DATE

Charles Evans
CITY MANAGER

6/18/2009 3:28:10 PM
DATE

Use when:	
Public Works:	When contracting for Engineering Services.
City Attorney:	When contracting for legal services; contracts that require City Attorney’s review.
Controller/Budget Officer:	Amending Budget; appropriating and/or transferring funds; adding and/or deleting positions; any resolution having account numbers.
Asst. City Manager/OAS:	All personnel actions.

June 30, 2009

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: CITY MANAGER

**SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF COMPTON APPROVING THE ENGINEERING REPORT
OF WILLDAN FINANCIAL SERVICES FOR THE CITY OF
COMPTON'S SEWER SERVICE CHARGE FOR FISCAL YEAR
2009/2010**

SUMMARY

This resolution will approve the engineering report for the Sewer Service Charge for fiscal year 2009/2010.

BACKGROUND

At the City Council meeting held on June 9, 2009, the City Council adopted resolutions initiating proceedings; preliminarily accepting the engineering report; declaring its intention to levy and collect assessments and charges, and to appoint a time and place for hearing protests for the Sewer Service Charge for fiscal year 2009/2010.

The time for the hearing of protests was set for June 23, 2009 at 3:40 P.M., and to be held in the City Council Chambers, 205 South Willowbrook Avenue, Compton, California.

STATEMENT OF THE ISSUE

Subsequent to the hearing, it is necessary to approve the Engineering Report for the Sewer Service Charge. These funds are required to operate the sewer collection system in the City of Compton for fiscal year 2009/2010.

RECOMMENDATION

Staff recommends approval of the attached resolution.

**L. ALAN PYEATT, P.E.
ACTING PUBLIC WORKS DIRECTOR/CITY ENGINEER**

**CHARLES EVANS
CITY MANAGER**

CE/LAP/daj (1d)

Attachments

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON APPROVING THE ENGINEERING REPORT OF WILLDAN FINANCIAL SERVICES FOR THE CITY OF COMPTON’S SEWER SERVICE CHARGE FOR FISCAL YEAR 2009/2010

WHEREAS, the City Council pursuant to provisions of the *Landscaping and Lighting Act of 1972 (commencing with Section 22500) Part 2, Division 15 of the California Streets and Highways Code* (hereinafter referred to as the “Act”) and provisions of the City of Compton Municipal Code (hereinafter referred to as the “Municipal Code”) did by previous Resolution, order the preparation of the fiscal year 2009/2010 Engineer’s Report for the Sewer Service Charge (hereinafter referred to collectively as the “Districts”), and

WHEREAS, the City Council pursuant to applicable provisions of the Act or Municipal Code proposes to levy and collect assessments and charges against lots and parcels of land within the Districts for the fiscal year 2009/2010, to pay the maintenance, servicing and operation of the improvements related thereto, and

WHEREAS, Willdan Financial Services (The designated Engineer) in accordance with *Section 22623* of the Act and provisions of the Municipal Code, has prepared and filed with the City Clerk an Engineer’s Report for fiscal year 2009/2010 and said report has been presented to the City Council and is incorporated herein by reference, and

WHEREAS, this City Council has examined and reviewed the Engineer’s Report as presented, and is preliminarily satisfied with the description of the Districts, the improvements identified therein, each of the budget items and documents as set forth, and is satisfied that the proposed assessments and charges have been spread proportionately in accordance with the special benefit each property receives from the improvements, operation, maintenance and services to be performed, as set forth in said Engineer’s Report or as modified by Council action and incorporated herein.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMPTON DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The above recitals are true and correct.

SECTION 2. The Engineer’s Report as presented is hereby approved pursuant to *Section 22623* of the Act and provisions of the Municipal Code, and ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

SECTION 3. Copies of this resolution shall be filed in the offices of the City Manager, City Controller and Public Works Departments.

RESOLUTION NO. _____
PAGE 2

SECTION 4. The Mayor shall sign and the City Clerk shall attest to the adoption of this resolution.

ADOPTED this _____ day of _____, 2009.

MAYOR OF THE CITY OF COMPTON

ATTEST:

CITY CLERK OF THE CITY OF COMPTON

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON

I, Alita Godwin, City Clerk of the City of Compton, hereby certify that the foregoing resolution was adopted by the City Council of the City of Compton, signed by the Mayor and attested by the City Clerk at a regular meeting thereof held on the _____ day of _____, 2009.

That said resolution was adopted by the following vote, to wit:

AYES: COUNCIL MEMBERS -
NOES: COUNCIL MEMBERS -
ABSTAIN: COUNCIL MEMBERS -
ABSENT: COUNCIL MEMBERS -

CITY CLERK OF THE CITY OF COMPTON

RESOLUTION SIGN-OFF FORM

DEPARTMENT: Public Works-Engineering

RESOLUTION TITLE: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON APPROVING THE ENGINEERING REPORT OF WILLDAN FINANCIAL SERVICES FOR THE CITY OF COMPTON'S SEWER SERVICE CHARGE FOR FISCAL YEAR 2009/2010

Alan Pyeatt
DEPARTMENT MANAGER'S SIGNATURE

6/17/2009 2:52:41 PM
DATE

REVIEW / APPROVAL

Craig Cornwell
CITY ATTORNEY

6/18/2009 4:37:24 PM
DATE

Willie Norfleet
CITY CONTROLLER

6/18/2009 4:44:45 PM
DATE

Charles Evans
CITY MANAGER

6/18/2009 3:29:58 PM
DATE

Use when:	
Public Works:	When contracting for Engineering Services.
City Attorney:	When contracting for legal services; contracts that require City Attorney's review.
Controller/Budget Officer:	Amending Budget; appropriating and/or transferring funds; adding and/or deleting positions; any resolution having account numbers.
Asst. City Manager/OAS:	All personnel actions.

June 30, 2009

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: CITY MANAGER

**SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF COMPTON ORDERING THE LEVY AND COLLECTION
OF ASSESSMENTS OF SEWER SERVICE CHARGE FOR FISCAL
YEAR 2009/2010**

SUMMARY

This resolution will approve the ordering of the levy and collection assessments of Sewer Service Charge for fiscal year 2009/2010.

BACKGROUND

At the City Council meeting held on June 9, 2009, the City Council adopted resolutions initiating proceedings; preliminarily accepting the engineering report; declaring its intention to levy and collect assessments and charges, and to appoint a time and place for hearing protests for the Sewer Service Charge for fiscal year 2009/2010.

The time for the hearing of protests was set for June 23, 2009 at 3:40 P.M., to be held in the City Council Chambers, 205 South Willowbrook Avenue, Compton, California. The City Council receives public comment and makes any revisions deemed essential.

STATEMENT OF THE ISSUE

Pursuant to the hearing and approval of the Engineering Report, it is necessary to order the levy and collection of the sewer service charge. These funds are required to operate the sewer collection system in the City of Compton for fiscal year 2009/2010. The action of this meeting is to hold the noticed public hearing.

RECOMMENDATION

Staff recommends approval of the attached resolution.

L. ALAN PYEATT, P.E.
ACTING PUBLIC WORKS DIRECTOR/CITY ENGINEER

CHARLES EVANS
CITY MANAGER

CE/LAP/daj (1e)

Attachments

RESOLUTION NO. _____**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS OF SEWER SERVICE CHARGE FOR FISCAL YEAR 2009/2010**

WHEREAS, the City Council of the City of Compton has by previous resolution initiated proceedings and declared its intention to levy and collect sewer service charges against lots and parcels of land within the City of Compton (hereinafter referred to as the "City") for fiscal year 2009/2010; and

WHEREAS, the designated Assessment Engineer has prepared and filed with the City Clerk of the City of Compton and the City Clerk has presented to the City Council the Engineer's Report (hereinafter referred to as the "Report") in connection with the proposed levy and collection of sewer service charges upon eligible parcels of land within the City, and the City Council did by previous Resolution approve such Report; and

WHEREAS, the City Council desires to levy and collect service charges against parcels of land within the City for the fiscal year commencing July 1, 2009 and ending June 30, 2010, to pay the costs and expenses of operating, maintaining and servicing sewer facilities located within the City; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMPTON DOES HEREBY RESOLVE AND ORDER AS FOLLOWS:

SECTION 1. The above recitals are true and correct.

SECTION 2. Following notice duly given, the City Council has held a full and fair Public Hearing regarding its Resolution approving or amending the Report prepared in connection herewith; the levy and collection of service charges, and considered all oral and written statements, protests and communications made or filed by interested persons.

SECTION 3. Based upon its review (and amendments, as applicable) of the Report, a copy of which has been presented to the City Council and which has been filed with the City Clerk, the City Council hereby finds and determines that:

- a) The land within the City will be benefited by the operation, maintenance and servicing of the sewer facilities within the boundaries of the City.
- b) The City includes all of the land receiving such benefit.
- c) The net amount to be charged upon the lands has been apportioned by a formula and method, which fairly distributes the net amount among chargeable parcels in proportion to the estimated benefit to be received by each parcel from the improvements and services for the fiscal year commencing July 1, 2009 and ending June 30, 2010.

d) The proposed charges for fiscal year 2009/2010 constitute a continuation of charges existing on the effective date of Article XIID, Section 4 of the California Constitution. That the charges are imposed exclusively to finance the maintenance, operation and servicing expenses for sewer facilities and that the charges are exempt from the requirements of Article XIID.

SECTION 4. The City Council hereby orders the proposed improvements to be made, which improvements are briefly described as the maintenance, operation, administration and servicing of the sanitary sewer system and repayment of a portion of the annual payment on the sewer bonds previously issued for the reconstruction of the sewer system and all appurtenant facilities related thereto.

SECTION 5. The County Auditor of Los Angeles County shall enter on the County Assessment Roll opposite each parcel of land the amount of levy, and such levies shall be collected at the same time and in the same manner as the County taxes are collected. After collection by the County, the net amount of the levy shall be paid to the City Treasurer and placed in a special fund.

SECTION 6. The City Treasurer shall deposit all money representing charges collected by the County to the credit of a fund for the City of Compton Sewer Service Charge, and such money shall be expended only for the maintenance, operation and servicing of the improvements as described in the Report.

SECTION 7. The adoption of this Resolution constitutes the annual levy of the sewer service charge for the fiscal year commencing July 1, 2009 and ending June 30, 2010.

SECTION 8. The Assessment Engineer selected by the City Council is hereby authorized and directed to file a copy of the Resolutions and charges with the County Auditor of the County of Los Angeles no later than August 10, 2009.

SECTION 9. Copies of this resolution shall be filed in the offices of the City Manager, City Controller, and Public Works Departments.

SECTION 10. The Mayor shall sign and the City Clerk shall attest to the adoption of this resolution.

RESOLUTION NO. _____
PAGE 3

ADOPTED this _____ day of _____, 2009.

MAYOR OF THE CITY OF COMPTON

CITY CLERK OF THE CITY OF COMPTON

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON

I, Alita Godwin, City Clerk of the City of Compton, hereby certify that the foregoing resolution was adopted by the City Council of the City of Compton, signed by the Mayor, and attested by the City Clerk at a regular meeting thereof held on the ____ day of _____, 2009.

That said resolution was adopted by the following vote, to wit:

AYES: COUNCIL MEMBERS -
NOES: COUNCIL MEMBERS -
ABSTAIN: COUNCIL MEMBERS -
ABSENT: COUNCIL MEMBERS -

CITY CLERK OF THE CITY OF COMPTON

RESOLUTION SIGN-OFF FORM

DEPARTMENT: Public Works-Engineering

RESOLUTION TITLE: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS OF SEWER SERVICE CHARGE FOR FISCAL YEAR 2009/2010

<ManagersName>
DEPARTMENT MANAGER’S SIGNATURE

<ManagersDate>
DATE

REVIEW / APPROVAL

<LegalName>
CITY ATTORNEY

<LegalDate>
DATE

<ControllerName>
CITY CONTROLLER

<ControllerDate>
DATE

<CityManager>
CITY MANAGER

<CityManagerDate>
DATE

Use when:	
Public Works:	When contracting for Engineering Services.
City Attorney:	When contracting for legal services; contracts that require City Attorney’s review.
Controller/Budget Officer:	Amending Budget; appropriating and/or transferring funds; adding and/or deleting positions; any resolution having account numbers.
Asst. City Manager/OAS:	All personnel actions.

June 30, 2009

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: CITY ATTORNEY

SUBJECT: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COMPTON AMENDING SECTIONS 9-23.3 AND 9-23.13 OF CHAPTER IX OF THE COMPTON MUNICIPAL CODE RELATIVE TO THE REGULATION AND LICENSING OF BINGO GAMES FOR CHARITABLE PURPOSES.

SUMMARY

The attached Ordinance authorizes changes in the current regulation and licensing of bingo games in the City of Compton. City Council will consider adopting an Ordinance amending the bingo guidelines in Section 9-23 of the Compton Municipal Code. This amendment, which is essentially "house cleaning" legislation, will ensure that Compton's Bingo Ordinance remains consistent with California State law.

BACKGROUND

The California Constitution (Article IV, Section 19) and California Penal Code Section 326.5, authorize cities to enact ordinances regulating the conduct of bingo games by non-profit organizations for charitable purposes.

In 1994, the California State Constitution, Article XIII, Section 26 was amended so that non profit organizations became exempt from any business license tax or fee measured by income or gross receipts that is levied by a city (Cal Const., Art. XIII §26(d)). The current bingo Ordinance in Compton, however, requires the holder of a special license to pay, on the first of each month, a license fee of one (1%) percent of the previous month's gross receipts over five thousand (\$5,000.00) dollars derived from the operation of bingo.

California Legislature amended Penal Code Section 326.5 in 2008 to increase the total value of prizes for any bingo game for charitable purposes from two hundred fifty dollars (\$250) to five hundred dollars (\$500). The current bingo guidelines, however limit the total value of prizes awarded during the conduct of any bingo game to not exceed two hundred fifty dollars (\$250).

State law also allows an additional fee to be assessed for law enforcement and public safety costs incurred by a city that are directly related to bingo activities. This can be collected monthly by a city, but it cannot exceed the actual costs in providing the service. Compton's current bingo guidelines do not include this additional fee.

Compton's current Ordinance requires that all monetary or cash prizes be paid in the form of a check drawn on a financial institution. California State law is silent on this requirement and allows prizes for bingo games to be paid in cash.

The attached Ordinance amends several subsections of Section 9-23 of the Compton Municipal Code. The suggested changes can be summarized as follows:

- (1) There will be no business license fee imposed upon a tax exempt non profit organization for a percentage of the gross receipts derived from the operation of bingo games.
- (2) The total value of prizes awarded during the conduct of a bingo game shall not exceed five hundred dollars (\$500).
- (3) An additional fee may be assessed for law enforcement and public safety costs incurred by the City that are directly related to bingo activities, and it will not exceed the actual costs in providing the service.
- (4) The requirement that all monetary or cash prizes be paid in the form of a check drawn on a financial institution will be removed from the current bingo guidelines.

FISCAL IMPACT

No fiscal impact.

RECOMMENDATION

Staff recommends that City Council adopt the attached Ordinance which amends the current bingo guidelines in Section 9-23 of the Compton Municipal Code.

CRAIG J. CORNWELL
CITY ATTORNEY

CHARLES EVANS
CITY MANAGER

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COMPTON
AMENDING SECTIONS 9-23.3 AND 9-23.13 OF CHAPTER IX OF THE
COMPTON MUNICIPAL CODE RELATIVE TO THE REGULATION AND
LICENSING OF BINGO GAMES FOR CHARITABLE PURPOSES**

WHEREAS, certain provisions within the codified ordinances should be amended to conform with current State law as required by the California Constitution; and

WHEREAS, California Legislature amended Penal Code Section 326.5 in 2008 to increase the total value of prizes for any bingo game for charitable purposes from \$250 to \$500; and

WHEREAS, Section 26 of the California State Constitution was amended in 1994 so that non-profit organizations became exempt from any business license tax or fee measured by income or gross receipts that is levied by a city, whether charter or general law; and

WHEREAS, current State law allows for an additional fee to be imposed for law enforcement and public safety costs incurred by a city that are directly related to bingo activities. This shall be collected monthly by the city and shall not exceed the actual costs incurred in providing the service.

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

Section 1. That **Section 9-23.3(b)(1)** of Chapter 9 of the Compton Municipal Code is hereby amended to read as follows:

9-23.3. APPLICATION FOR LICENSE.

9-23.3 (b)(1) All eligible organizations shall submit at time of application a licensing fee of fifty dollars (\$50.00). If the application for a license is denied, the City shall retain one-half (1/2) of the license to pay the costs of the review of the application. An additional fee for law enforcement and public safety costs incurred by the City that are directly related to bingo activities may be imposed and shall be collected monthly by the City issuing the license; however, the fee shall not exceed the actual costs incurred in providing the service. The City Council may from time to time establish a schedule of fees for the costs incurred by the City for law enforcement and public safety by Resolution.

Section 2. That Section **9-23.3(b)(4)** of Chapter 9 of the Compton Municipal Code is hereby deleted in its entirety.

Section 3. That **Section 9-23.13** of Chapter 9 of the Compton Municipal Code is hereby amended to read as follows:

9-23.13. PRIZES AWARDED.

The total value of prizes awarded during the conduct of any Bingo Game shall not exceed five hundred dollars (\$500) in cash or kind, or both, for each separate Bingo Game. The Licensee shall require that each prize winner sign a receipt, on a form approved by the City Controller, which shall contain the name, address, telephone number and signature of the prize winner. Receipts shall be consecutively numbered and shall be made available to the City Manager for review upon request.

Section 4. The City Council declares that, should any provision, section, paragraph, sentence or word of this Ordinance hereby adopted be rendered or declared invalid by any final court action in a court of competent jurisdiction, or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences or words of this Ordinance hereby adopted shall remain in full force and effect.

Section 5. That a copy of this Ordinance shall be filed in the offices of the City Clerk, City Manager, City Attorney, Municipal Law Enforcement Service Department and the Compton Station of the Los Angeles County Sheriff's Department.

Section 6. That this Ordinance shall take effect thirty (30) days after its adoption.

Section 7. That the Mayor shall sign and the City Clerk shall attest to the adoption of this Ordinance and shall cause the same to be published as required by law.

ADOPTED this _____ day of _____, 2009.

MAYOR OF THE CITY OF COMPTON

ATTEST:

CITY CLERK OF THE CITY OF COMPTON

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

I, Alita Godwin, City Clerk of the City of Compton hereby certify that the foregoing Ordinance was adopted by the City Council of the City of Compton, signed by the Mayor and attested by the City Clerk at a regular meeting thereof held on the _____ day of _____, 2009.

That said Ordinance was adopted by the following vote, to wit:

AYES: **COUNCIL MEMBERS –**
NOES: **COUNCIL MEMBERS –**
ABSTAIN: **COUNCIL MEMBERS –**
ABSENT: **COUNCIL MEMBERS –**

CITY CLERK OF THE CITY OF COMPTON

June 30, 2009

TO: MAYOR AND CITY COUNCIL

FROM: CITY MANAGER

**SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
COMPTON ADOPTING THE CITY OF COMPTON FINANCIAL
POLICIES AND PROCEDURES MANUAL**

SUMMARY

Staff is requesting the City Council's approval of a resolution to adopt the City of Compton Financial Policies and Procedures Manual.

STATEMENT OF THE ISSUE

In order to successfully implement financial actions, the City of Compton must adopt a financial policy and procedures manual. The primary purpose of a financial policy is to provide guidelines for the City in making financial decisions, and to garner the achievement of the City Council's vision for the community. In addition, the financial policy assists in ensuring long term fiscal stability that provides a level of security to continue to provide quality service, deliver a balanced budget, and projected revenues for future financial obligations.

The manual outlines financial policy directives that relate to the general fund, revenues, expenditures, capital improvements, investments, reserve, internal service and debt management policies. The financial policies assist in providing insulation from fiscal crisis and economic disruption. In addition, the financial policies manual assists the City in maintaining sound financial practices in accordance with state law to meet long-term goals.

FISCAL IMPACT

Without the adoption of a financial policies and procedures manual, the City will not have the necessary financial management document for fiscal control, and to direct the City in times of financial challenge. The result from not having a financial policy could result in possible financial loss. In addition, the City could jeopardize future funding opportunities by not establishing written policies to ensure fiscal accountability and effective compliance actions.

#23.

Financial Policies and Procedures Manual
June 30, 2009
Page Two

RECOMMENDATION

Staff recommends that the City Council adopt the attached resolution for the Financial Policies and Procedures Manual for the purpose of developing fiscal guidelines and credibility for the City of Compton.

CHARLES EVANS
CITY MANAGER

Attachment

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF COMPTON ADOPTING THE CITY OF COMPTON
FINANCIAL POLICIES AND PROCEDURES MANUAL

WHEREAS, the primary purpose of the use of City Funds is to pay for City obligations when due; and

WHEREAS, in order to successfully implement financial actions, the City of Compton must adopt a financial policy and procedures manual; and

WHEREAS, the primary purpose of a financial policy is to provide guidelines for the City in making financial decisions, and to garner the achievement of the City Council’s vision for the community; and

WHEREAS, in addition, the financial policy will assist in ensuring long term fiscal stability that will provide a level of security to continue to provide quality service, deliver a balanced budget, and projected revenues for future financial obligations; and

WHEREAS, the manual will outline financial policy directives that will include the general fund, operating, revenue, expenditure, capital improvement, investment, reserve, internal service and debt management policies; and

WHEREAS, the financial policies will assist in providing insulation from fiscal crisis and economic disruption; and

WHEREAS, the financial manual will assist the City in maintaining sound financial practices in accordance with state law to meet long-term goals; and

WHEREAS, without the adoption of a financial policies and procedures manual, the City will not have the necessary financial management document to direct the City in times of need; and

WHEREAS, the financial policies and procedures manual is a necessity to ensure fiscal accountability in an effort to protect the City’s fiscal integrity from being jeopardized.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMPTON DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. That the City Council of the City of Compton hereby approved the Financial Policies and Procedures Manual for adoption.

SECTION 2. That a copy of this Resolution shall be filed with the Offices of the City Clerk, City Controller, City Treasurer and City Manager.

SECTION 3. That the Mayor shall sign and the City Clerk shall attest to the adoption of this Resolution.

ADOPTED this _____ day of _____, 2009.

MAYOR OF THE CITY OF COMPTON

RESOLUTION NO. _____
PAGE TWO

ATTEST:

CITY CLERK OF THE CITY OF COMPTON

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON

I, Alita Godwin, City Clerk of the City of Compton, hereby certify that the foregoing resolution was adopted by the City Council, signed by the Mayor, and attested by the City Clerk at a regular meeting thereof held on the _____ day of _____, 2009.

That said resolution was adopted by the following vote, to wit:

AYES: COUNCIL MEMBER –
NOES: COUNCIL MEMBER –
ABSENT: COUNCIL MEMBER –
ABSTAINS: COUNCIL MEMBER –

CITY CLERK OF THE CITY OF COMPTON

City of Compton

Financial Policies and Procedures Manual

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Section:	1	FINANCIAL POLICY INTRODUCTION
Policy:	1.1	Purpose

1 FINANCIAL POLICY INTRODUCTION

1.1 Purpose

1. The principle purpose for the revenues raised by the City is to pay for the goods and services necessary to carry out the directives of the Mayor and City Council. The City of Compton exercises many sound financial management controls and principles. Even though over the years these management principles have developed and grown, they have not typically been summarized in a formal document. The City of Compton recognizes that improved strategic financial management practices should include having formally adopted financial policies for the following reasons:
 - a. Improves governance:
 - i. Highlights policies of sound financial management;
 - ii. Improves the understanding of budget orientations;
 - iii. Allows for annual debate and approval of financial guidelines at the municipal Council;
 - iv. Improves transparency;
 - v. Improves equity between generations;
 - vi. Improves financial and administrative management;
 - vii. Improves the democratic process.
 - b. Provides enhanced protection for citizens and municipal entities from certain difficulties.
 - c. Highlights current policies and facilitates the implementation of new policies and management practices.
 - d. Credit rating agencies take into account in their credit risk evaluations whether the City has adopted financial policies.
 - e. Enables management practices to be based on results with previously determined objectives.
 - f. Once formally adopted, improves management's ability to enforce policies.
 - g. Allows external auditors to improve their reports on financial performance of the City.
2. Adopting financial policies supports elected officials efforts to improve services to their constituents by encouraging the efficiency and accountability of government.
3. In summary, adopted financial policies set standards and practices for financial operations of the City.

Section:	1	FINANCIAL POLICY INTRODUCTION
Policy:	1.2	Important Notes

1.2 Important Notes

1. This financial policy document is an administrative document in that the City Council, by its adoption, authorizes the City Manager to periodically review and amend procedures as necessary. The City Manager will use discretion to determine how and where to implement these policies, as not all policies are relevant to all City departments. The City Manager will determine when policy changes are significant and warrant City Council ratification of this document.
2. The Financial Policies in this document, and any related procedures, are supplemental to the City of Compton Charter (referred to in this document as Charter) and the Compton Municipal Code. If instances arise wherein there is conflict between this document and the Charter, the Compton Municipal Code, State Law, or Federal Law, then that source will supersede the section(s) of this document pertaining to the matter in conflict.
3. References to other sources of policy or law in this document are meant to provide helpful context, but in no way are meant to represent or imply a full disclosure of all policy and matters of law that may have bearing.

Section:	2	FINANCIAL MANAGEMENT POLICIES
Policy:	2.1	Financial Management Policies

2 FINANCIAL MANAGEMENT POLICIES

2.1 *Financial Management Policies*

2.1.1 General

1. In order to continue to make sure that the City's financial system and practices are managed and implemented according to the highest professional standards and are consistent with state law, the City of Compton promulgates the following financial management policies.

Section:	2	FINANCIAL MANAGEMENT POLICIES
Policy:	2.2	Budget Responsibility

2.2 Budget Responsibility

2.2.1 Policy Reference

2. The City Manager shall ... prepare the budget annually and submit it to the City Council and be responsible for its administration after adoption (Charter Sec. 706). The City Controller shall ... compile the budget expense and capital estimates for the City Manager (Charter Sec. 708).
3. Annual Budget. Preparation by the City Manager. At such date as [he/she] shall determine, the City Manager, or an officer designated by him, shall obtain from each department head estimates of revenue and expenditure for his department, detailed in such manner as may be prescribed by the City Manager. In preparing the proposed budget, the City Manager shall review the estimates, shall hold conference thereon with the department heads, respectively, and may revise the estimates as he may deem advisable (Charter sec. 1404).
4. Budget. Submission to City Council. At least thirty-five (35) days prior to the beginning of each fiscal year, the City Manager shall submit to the City Council the proposed budget as prepared by [him/her]. After reviewing same and making such revisions as it may deem advisable, the City Council shall determine the time for the holding of a public hearing thereon and shall cause to be published a notice thereof not less than ten (10) days prior to said hearing by at least one insertion in the official newspaper (Charter Sec. 1405).
5. Copies of the proposed budget shall be available for inspection by the public in the office of the City Clerk at least ten days prior to said hearing (Charter Sec. 1405)
6. Budget. Public Hearing. At the time so advertised, or at any time to which such public hearing shall from time to time be adjourned, the City Council shall hold a public hearing on the proposed budget at which interested persons desiring to be heard shall be given an opportunity to do so (Charter Sec. 1406).
7. Budget. Further Consideration and Adoption. After the conclusion of the public hearing the City Council shall further consider the proposed budget and make any revisions thereof that it may deem advisable and on or before June 30, it shall adopt the budget with revisions if any, by the affirmative votes of at least three members. Upon final adoption, the budget shall be in effect for the ensuing fiscal year. A copy thereof, certified to by the City Clerk where it shall be available for inspection. The budget so certified shall be reproduced and copies made available for the use of officers, departments and agencies of the City (Charter Sec. 1407).

Section:	2	FINANCIAL MANAGEMENT POLICIES
Policy:	2.2	Budget Responsibility

8. At any meeting after the adoption of the budget, the City Council may amend or supplement the budget by motion adopted by the affirmative votes of at least four members so as to authorize the transfer of unused balances appropriated for one purpose to another purpose, or to appropriate available revenue not included in the budget (Charter Sec. 1408).

Section:	2	FINANCIAL MANAGEMENT POLICIES
Policy:	2.3	Balanced Budget

2.3 *Balanced Budget*

2.3.1 Policy Reference

1. State of Extreme Emergency. During the existence of any national or local emergency created by military attack or sabotage, or in the providing for adequate national or local defense, or upon the occasion of a great public calamity, such as an extraordinary fire, flood, storm, epidemic, earthquake, or other disaster, the City Manager is hereby authorized to take such actions as is deemed by him necessary to safeguard life, health or property notwithstanding any other provision of this Charter. During the existence of any such emergency the responsible city officer may comply with any lawful federal or state law, order or regulation, notwithstanding any conflict which may exist between such law, order or regulation and the provisions of this Charter, in safeguarding life, health or property in the City. At the first meeting of the City Council following the commencement of any such emergency, or the taking of any action under this section, the City Council shall review the situation and its findings as to the existence of such emergency or the need for any further action of an emergency nature and contrary to any provision of this Charter, shall be final and conclusive (Charter Sec. 1701).
2. Emergency Ordinances. Any ordinance declared by the City Council to be necessary as an emergency measure for preserving the public peace, health or safety, and containing a statement of the reasons for its urgency, may be introduced and adopted at one and the same meeting if passed by at least four affirmative votes (Charter Sec. 607).
3. Contracts on Public Works. Such contracts likewise may be let without advertising for bids, if such work shall be deemed by the City Council to be of urgent necessity for the preservation of life, health or property, and shall be authorized by motion passed by at least four affirmative votes and containing a declaration of the facts constituting such urgency (Charter Sec. 1409).

2.3.2 Financial Policy

1. The City of Compton is committed to adopting a balanced budget so that it can sustainably extend the highest standard of service possible to its residents. Therefore, the City Manager will ensure that budgets submitted annually for City Council review are balanced, and the City Council will require that the annual budget be in balance as a condition of budget approval.
2. A balanced budget can be defined as:

Section:	2	FINANCIAL MANAGEMENT POLICIES
Policy:	2.3	Balanced Budget

- a. *Revenues* equaling *Expenditures*, or
- b. *Revenues* combined with allocated prior year *Reserves* equaling *Expenditures*

2.3.3 Procedures

1. In the event a balanced budget cannot be reached prior to the beginning of a new fiscal year due to a situation of emergency or otherwise severely unforeseen circumstance, the City Council, through a City Council resolution, may authorize the City Manager to operate and meet those obligations necessary to maintain existing services at an appropriation level not to exceed that of the prior fiscal year until such time as the budget process can be completed. The resolution may include capital improvement projects approved in the prior fiscal year, but it will not include new capital improvement projects or services.

Section:	2	FINANCIAL MANAGEMENT POLICIES
Policy:	2.4	Compliance Reporting

2.4 Compliance Reporting

2.4.1 Policy Reference

1. The City Controller shall maintain a budget record reflecting at all times the unencumbered appropriation account balances and encumbrances as shown by unfilled outstanding purchase orders (Compton Municipal Code 4-11.3).
2. Maintain a general accounting system for the City government and each of its offices, departments and agencies (Charter Sec. 707).
3. Submit to the City Council through the City Manager a monthly statement of all receipts and disbursements in sufficient detail to show the exact financial condition of the City and, as of the end of each fiscal year, submit a complete financial statement and report (Charter Sec. 707).

2.4.2 Financial Policy

1. The City Controller shall on a quarterly basis provide a reporting package to the City Council and City Manager demonstrating compliance with policy and City charter.

2.4.3 Procedures

1. On a quarterly basis, the Controller's office will prepare a reporting package and provide it to the City Manager and City Council. The reporting package will include the following reports, but is not limited to:
 - a. Fund Balance Report to provide overall financial condition of the City
 - b. Revenue Report which provides a revenue summary by fund category
 - c. Expenditure Report that provides a summary of expenditures and encumbrances
 - d. Other reports as the City Controller deems appropriate to include in monthly reporting to City Council
2. On a monthly basis, the Controller may provide a brief summary of the City's financial condition, or may provide other reports as deemed appropriate.

Section:	2	FINANCIAL MANAGEMENT POLICIES
Policy:	2.5	Long-Range Planning/Strategic Forecasting

2.5 Long-Range Planning/Strategic Forecasting

2.5.1 Financial Policy

1. The City of Compton strives to offer the highest standard of service possible to its current residents while not borrowing against service to its future residents. In addition, it is important to capture long-range expenditures so that larger capital projects are not unforeseeably pushed beyond the vision of annual budgets. Therefore, to support sustainable and long-term benefit to all City residents, a three-year financial management plan of future appropriations and expenditures shall be prepared and updated every two years or as necessary if sooner than two years. City Council will review the three-year plan when it is updated and request changes as it deems appropriate.

2.5.2 Procedures

1. The City will perform an Environmental Scan – Analysis of regional and local economic, demographic and other statistical data.
2. The City will document the prior three year's revenue, expenditure and financial position, and conduct a Trend Analysis on the information.
3. The City may conduct additional studies as deemed appropriate, such as:
 - a. The City may conduct a Major Issues Review drawing upon the Environmental Scan, Trend Analysis, Strategic Plans, land use development plans, infrastructure development plans, state legislation and other concerns from the public that could impact financial position.
 - b. The City may conduct a comprehensive Financial Policy review, including a review of the level and use of reserves, in order to develop and adopt financial policy goals and objectives (i.e., the desired financial outcomes for the ensuing three years.)
 - c. The City may document the significant revenue sources, make revenue base assumptions and then project the significant revenue sources for the ensuing three years
 - d. The City may document the key assumptions regarding the desired level of service for the major operating and support departments and project the expenditures for the ensuing three years
 - e. The City may develop a financial forecast sensitivity analysis model of the projected revenues and expenditures and their impact on the City's financial position for use in downstream budgetary analysis

Section:	2	FINANCIAL MANAGEMENT POLICIES
Policy:	2.6	Capital Improvement Program (CIP)

2.6 Capital Improvement Program (CIP)

2.6.1 Financial Policy

1. The City of Compton shall have a Capital Improvement Program (CIP) that forecasts and schedules all capital project costs over a five-year period. The CIP shall be updated at least on an annual basis and shall be presented to City Council during the annual budget process. City Council will review the CIP and request changes as it deems appropriate. Once the requested changes are made, City Council shall adopt the CIP by resolution.
2. A Capital Project shall typically be defined as any project whose duration is greater than one year or whose cost is greater than \$25,000, with one notable exception. The exception is that any programmatic or regularly scheduled repair/maintenance of City infrastructure that is part of a department's annual budget is not typically considered a capital project and therefore is not part of the CIP.

2.6.2 Procedures

1. The CIP will include the total cost and expected duration of each project, spread appropriately by year. It will also include by project the plan for grant funding, for match requirement funding, and for funding any remaining balance.
2. New projects additions and existing project updates are made annually to the CIP during the Annual Budget process.
3. Other current fiscal year project additions to the CIP must be approved by City Council by resolution.
4. Future fiscal year CIP additions may go to City Council within the next Combined Budget Resolution as long as modification to current year funding is not required.
5. Rescheduling a Capital Project does not require City Council adoption by resolution. However, deferring a capital project for more than one year requires, at a minimum, council notification.
6. Elimination of a capital project requires City Council adoption by resolution by four votes.

Section:	2	FINANCIAL MANAGEMENT POLICIES
Policy:	2.7	Capital Projects Included in CIP

2.7 Capital Projects Included in CIP

2.7.1 Financial Policy

1. All City of Compton capital projects must be included within the Capital Improvement Program (CIP) in order to have funds appropriated and to make purchases on behalf of the projects.

2.7.2 Procedures

1. The City Controller's Office will only accept purchase requests and purchase orders on capital projects that are included in the CIP in the current year. If a new project is not included in the CIP in the current year, then it first must become part of the CIP through City Council resolution before it can be appropriated funds and have purchases made on its behalf.

Section:	2	FINANCIAL MANAGEMENT POLICIES
Policy:	2.8	Commitment to Capital Projects

2.8 *Commitment to Capital Projects*

2.8.1 Financial Policy

1. Once the City commits to a capital project, it is important to stay committed so that City resources are not wasted on unfinished projects. If a capital project has been funded and work has begun, then it will continue to be funded in subsequent years in accordance with the Capital Improvement Program. Only by resolution of City Council, by four votes of approval, shall funding for a capital project be reduced or eliminated once work has begun.

Section:	2	FINANCIAL MANAGEMENT POLICIES
Policy:	2.9	Department Operational Efficiency

2.9 *Department Operational Efficiency*

2.9.1 Financial Policy

1. The City of Compton provides a variety of services, and it is important that the services are performed consistently, efficiently, and at the lowest cost to the City. To support this standard, the City Manager will look for opportunities to reallocate departmental responsibility so that similar City functions are organized under a single department, or to break out departmental responsibility when certain functions of one department can be more efficiently conducted by another department.

Section:	2	FINANCIAL MANAGEMENT POLICIES
Policy:	2.10	Asset Inventory

2.10 *Asset Inventory*

2.10.1 Policy Reference

1. The City Controller shall ... require, and supervise the keeping of, current inventories of all property, real and personal, by the respective officers in charge thereof and periodically to audit the same (Chart Sec. 708)

2.10.2 Procedures

1. The City of Compton will annually inventory all major capital assets and assess the condition of said inventory. This information will be used to plan for the ongoing financial commitments required to maximize the public's benefit.

Section:	3	INTERNAL CONTROL GUIDANCE
Policy:	3.1	Internal Controls

3 INTERNAL CONTROL GUIDANCE

3.1 *Internal Controls*

3.1.1 General

1. Internal controls, or in other words, a system of self-regulating checks and balances, shall be employed to safeguard the assets of the City of Compton and verify that they are used as intended.

Section:	3	INTERNAL CONTROL GUIDANCE
Policy:	3.2	Responsibilities

3.2 Responsibilities

3.2.1 Financial Policy

1. City and departmental management is responsible for establishing specific internal control policies and procedures. Every employee is responsible for ensuring that established internal controls are followed and applied.
2. Internal auditors evaluate the effectiveness of control systems, monitor control systems, and contribute to ongoing effectiveness of control systems.
3. External auditors review control systems for impact they have on financial reporting and compliance with requirements of external agencies.

3.2.2 Procedures

1. In order to ensure that the five essential internal audit components (sound control environment, regular and ongoing risk assessment, control-related policies and procedure, adequate communication, and regular and ongoing monitoring of control related policies and procedures) are in place, the City of Compton will annually review its internal control system (reference: Section 3.3).

Section:	3	INTERNAL CONTROL GUIDANCE
Policy:	3.3	Internal Audit Function

3.3 Internal Audit Function

3.3.1 Financial Policy

1. The City of Compton shall employ at least one Internal Auditor who regularly reviews and tests the accuracy and completeness of the accounting system and controls. The Internal Auditor reports to the City Controller and makes his or her findings available to the City Manager and City Controller.
2. The City of Compton's Internal Audit function exists to support the City Council and City Manager in the effective discharge of their responsibilities. Using knowledge and professional judgment, the Internal Auditor provides an independent appraisal of financial, operational, and control activities. The Internal Auditor reports on the adequacy of internal controls, the accuracy and propriety of transactions, the extent to which assets are accounted for and safeguarded, and compliance with institutional policies and government laws and regulations. Additionally, the Internal Auditor is responsible for providing analysis, recommendations, counsel, and information concerning the activities reviewed.
3. To accomplish these objectives, an internal auditor is authorized to have access to property, personnel, and records. The International Standards for the Professional Practice of Internal Auditing published by the Institute of Internal Auditors, Inc. shall serve as guidelines for internal audit activities.

3.3.2 Procedures

1. Types of Audits
The various types of audits conducted by the City of Compton Internal Auditor are discussed below. Some audit engagements may comprise more than one type of audit.
 - a. Operational. Operational audits are comprehensive examinations of an operating unit or a complete organization to evaluate its performance, as measured by management's objectives. An operational audit focuses on the efficiency, effectiveness, and economy of operations.
 - b. Financial. Financial audits determine the accuracy and propriety of financial transactions.
 - c. Compliance. Compliance audits determine whether, and to what degree, there is conformance to certain specific requirements of policy, procedures, standards, or laws and governmental regulations. The auditor must know what policies, procedures, standards, etc., are required. Compliance audits require little preliminary survey work or review of internal controls, except to outline precisely what requirements are being

Section:	3	INTERNAL CONTROL GUIDANCE
Policy:	3.3	Internal Audit Function

audited. The audit focuses almost exclusively upon detailed testing of conditions.

- d. Asset Verification. Asset verification involves the accountability, physical safeguards, and valid use of distributed assets.
- e. Loss/Fraud. Loss/fraud investigations are conducted to determine existing control weaknesses, assist in determining the amount of loss/fraud, and recommend corrective measures to prevent subsequent recurrences. Investigation of allegations may also be conducted.
- f. Information Technology. Information technology audits evaluate the accuracy, effectiveness, efficiency and security of electronic and information processing systems that are in production or under development.
- g. Consultant Services. Consultant services audits provide information, encouragement, and review on issues concerning policies, procedures, and internal controls.

2. Audit Process

The audit process begins with the development of the audit plan, and ends with the issuance of the final report, as well as any follow-up of significant and major audit exceptions. The audit process used by the City of Compton audit staff is shown below.

3. Audit Planning

The audit planning process encompasses all activities related to the development of the internal audit plan, which include:

- a. Audit schedule
- b. Determination of the audit scope and objectives
- c. Design of detailed procedures, and
- d. Audit resource planning
- e. Assessment of audit risk

The primary objective of the audit planning process is to design the audit approach to ensure that audits are performed in the most effective and efficient manner. This process involves:

- a. Defining the potential audit universe;
- b. Defining factors used in assessing risk;
- c. Quantifying the potential risk for audit areas; and,
- d. Scheduling audits and allocating resources.

4. Audit Selection

An analysis is performed annually to quantify risks and schedule audits. The analysis combines factual information and judgment in the selection, ranking, and weighing of the various audit risk factors. There are several factors that can influence the selection and scheduling of projects, including:

Section:	3	INTERNAL CONTROL GUIDANCE
Policy:	3.3	Internal Audit Function

- a. Degree of risk or exposure to loss
- b. Type of audit
- c. Current and planned work in other major projects
- d. Availability of staff with the appropriate skills

The final determination as to which areas should be included in the audit plan, however, cannot be based solely on the results of the audit risk assessment. Rather, the performance of the assessment is a tool for use by the internal audit administration. The City of Compton Controller and City Manager approve the annual Internal Audit Plan.

5. Audit Scheduling and Notification

The City department head is formally notified by a letter from the City Controller if the department has been selected for an internal audit. The letter details the preliminary scope of the audit, as well as the specific information needed for the audit and any logistical assistance that might be required.

The City department head is responsible for identifying a representative from the department to serve as the audit team's primary contact. The City department head or the selected primary contact also identifies a key contact person for each function audited. The audit team leader schedules and facilitates an opening conference with the City department head and/or a designee.

6. Conducting the Audit

Evidential matter obtained during the course of the audit provides the documented basis for the auditor's opinions, exceptions, and recommendations expressed in the audit report. Auditors are obligated by professional standards to act objectively, exercise due professional care, and collect sufficient, competent, relevant, and useful information to provide a sound basis for audit exceptions and recommendations.

Audit sampling may be used to test less than 100 percent of a population. In sampling, the auditor accepts the risk that some or all errors will not be found and the conclusions drawn may be wrong. The type of sampling used and the number of items selected should be based on the auditors understanding of the relative risks and exposures of the areas audited.

Audit work performed is documented in working papers. Information included in the working papers should be sufficient, competent, relevant, and useful to provide a sound basis for audit exceptions and recommendations. Working papers may include schedules and analyses, documents, write-up, and flow charts. Evidential matter may also be obtained through interviews and observations.

Section:	3	INTERNAL CONTROL GUIDANCE
Policy:	3.3	Internal Audit Function

Upon the conclusion of the fieldwork, the auditor summarizes the audit exceptions, conclusions, and recommendations necessary for preparation of the audit report draft discussion. Each audit exception will have documented the following attributes:

- a. Observation (What is)
- b. Criteria (What should be)
- c. Cause (Why did it happen)
- d. Risk/Effect (What could happen)
- e. Recommendation (What should be done)

7. Exit Conference

At the conclusion of the fieldwork, the auditors meet with the department's management team to discuss exceptions and recommendations. At this time, the auditee comments on exceptions and recommendations, and any inaccuracies or impractical recommendations are resolved to the extent possible. There should be no surprises at the exit conference. All exceptions should have been discussed prior to the exit conference during the course of fieldwork through status meetings and Audit Recommendation Worksheets.

8. Closing the Audit

After the exit conference, the auditor prepares a draft, taking into account any revisions resulting from the exit conference and other discussions. When changes have been reviewed by audit administration, along with an evaluation of the auditee's written responses for inclusion in the final report, the report is issued.

The City Manager's approval is required for release of all City of Compton audit reports.

9. Follow-Up Review

Follow-up is required of all audit exceptions classified as significant and major. The actions taken to resolve the exceptions are reviewed and may be tested to ensure that the desired results were achieved. In some cases, managers may choose not to implement an audit recommendation and to accept the risks associated with an audit finding. The follow-up review will note this as an unresolved exception.

Follow-up review results will also be included in reports to the City of Compton Controller and City Manager. Open or partially resolved City of Compton audit findings are sent to City department heads. The department's management updates the status of each finding and submits the status report to the City Controller's Office.

10. Exception Ratings

Section:	3	INTERNAL CONTROL GUIDANCE
Policy:	3.3	Internal Audit Function

Individual ratings are assigned to each exception, and each audit is given an overall rating. The scales for the City of Compton Internal Audit rating systems are listed below.

Overall Audit Rating Scale

- a. Excellent
 - i. Few notable observations.
 - ii. No internal control weaknesses noted.
 - iii. Good adherence to laws, regulations, and policies.
 - iv. Excellent control environment.
- b. Good
 - i. Several notable and/or one or two significant observations.
 - ii. Minor violations of policies and procedures.
 - iii. No violation of laws.
 - iv. Minor opportunities for improvement.
- c. Fair
 - i. Many notable observations and/or few significant observations.
 - ii. Several notable violations of policy.
 - iii. Minor violations of regulations.
 - iv. No violation of laws.
 - v. Moderate opportunities for improvement.
- d. Poor
 - i. Several significant observations and no major observations.
 - ii. Controls weak in one or more areas.
 - iii. Noncompliance with policies/regulations put the institution at risk.
 - iv. Violation of law (not serious).
 - v. Substantial opportunities for improvement.
- e. Adverse
 - i. Several significant observations or one or more major observations.
 - ii. Significant risk for noncompliance with policies/regulations.
 - iii. Serious violation of laws.
 - iv. Significant opportunities for improvement.

Report Item Rating Scale

- a. Insignificant
 - i. Nominal violations of procedures, rules, or regulations.
 - ii. Not included in report.
 - iii. Corrective action suggested verbally, but not required.
- b. Notable
 - i. Minor violation of policies and procedures, and/or weak internal controls, and/or opportunity to improve effectiveness and efficiency.
 - ii. Moderate risk identified.

Section:	3	INTERNAL CONTROL GUIDANCE
Policy:	3.3	Internal Audit Function

- iii. Corrective action recommended.
- c. Significant
 - i. Significant violation of policies/procedures/laws, and/or poor internal controls, and/or significant opportunity to improve effectiveness and efficiency.
 - ii. Significant risk identified.
 - iii. Corrective action required.
- d. Major
 - i. Major violation of policies/procedures/laws, and/or unacceptable internal controls, and/or high risk for fraud/waste/abuse, and/or major opportunity to improve effectiveness and efficiency.
 - ii. Major risk identified.
 - iii. Immediate corrective action required.

Section:	3	INTERNAL CONTROL GUIDANCE
Policy:	3.4	Fraud, Waste, and Abuse

3.4 *Fraud, Waste, and Abuse*

3.4.1 Financial Policy

1. The City Council and City Administration of the City of Compton is committed to preventing fraud, waste, and abuse, and to maintaining an environment in which internal controls can be established and improved to aid in the detection and prevention of fraud, waste, and abuse. Employees are subject to disciplinary action up to and including dismissal as a result of participation in or commission of any fraudulent act.

3.4.2 Procedures

1. General Definitions of Fraud, Waste, and Abuse
 - a. Fraud can be defined as a false representation of a matter of fact that is intended to deceive another. A fraudulent act may be illegal, unethical, improper, or dishonest and may include, but is not necessarily limited to:
 - i. Embezzlement
 - ii. Misappropriation
 - iii. Alteration or falsification of documents
 - iv. False claims
 - v. Theft of any asset
 - vi. Inappropriate use of computer systems, including hacking and software piracy
 - vii. Bribery or kickback
 - viii. Conflict of interest
 - ix. Misrepresentation of facts
 - b. A fraudulent act may have criminal and/or civil law consequences. The Internal Audit department is not required to use a determination by a criminal justice authority to criminally prosecute as the basis for determining whether an act is fraudulent. It is the internal determination of the above criteria that defines an act as fraudulent under this policy.
 - c. Waste is the expenditure or allocation of resources in excess of need that is often extravagant or careless.
 - d. Abuse is the intentional, wrongful, or improper use of resources. Abuse can be a form of wastefulness as it entails the exploitation of “loopholes” to the limits of the law, primarily for personal advantage.
2. Duties and Responsibilities

Any City of Compton employee who has a reasonable basis for believing a fraudulent act has occurred has a responsibility to promptly notify at least one of the following:

 - a. His or her supervisor

Section:	3	INTERNAL CONTROL GUIDANCE
Policy:	3.4	Fraud, Waste, and Abuse

- b. City Controller's Office
- c. City Attorney's Office
- d. City Manager's Office
- e. Municipal Law Department

3. Investigation

The City Controller's Office has the primary obligation of investigating reported incidents of fraud within the City of Compton.

The City Controller's Office shall notify the City Manager's Office of the investigation. The Controller's Office shall contact other departments as necessary, including the City Attorney's Office and the Municipal Law department, to establish the necessary team to proceed with the review or investigation. The investigative team will attempt to keep source information as confidential as possible. In those instances where the investigation indicates criminal activity, the investigation will be turned over to the appropriate law enforcement agency.

Section:	3	INTERNAL CONTROL GUIDANCE
Policy:	3.5	Segregation of Duties

3.5 Segregation of Duties

3.5.1 Financial Policy

1. The City Controller, or the related department head, shall assign accounting responsibilities so that no one employee has an ability to manipulate accounting records without clear documentation and approval, where such documentation and approval is necessary.

3.5.2 Procedures

1. Depending on staffing levels and job functions, specific duties should be determined by the City Controller, or specific department head, and adjusted if deemed appropriate. Some job functions to consider keeping separated include:
 - a. Purchasing and access to vendor master files
 - b. Purchasing and receiving
 - c. Accounts payable / check disbursement and vendor master files
 - d. Cash receipt and bank deposit
 - e. Journal entry creation and journal entry approval

Section:	3	INTERNAL CONTROL GUIDANCE
Policy:	3.6	Authorization and Approval

3.6 *Authorization and Approval*

3.6.1 Financial Policy

1. Proposed transactions are authorized only if they are consistent with policy and funds are available.

Section:	3	INTERNAL CONTROL GUIDANCE
Policy:	3.7	Custodial and Security Arrangements

3.7 Custodial and Security Arrangements

3.7.1 Financial Policy

1. Responsibility for custody of assets is separated from the related recordkeeping.

3.7.2 Procedures

1. Specific asset and equipment tracking procedures are determined by the City Controller, related department heads, and Internal Audit.
2. In general, all assets and equipment should be periodically reviewed, counted, and verified. The employees that count and verify the assets/equipment should typically be different from the employees that are responsible for managing the assets/equipment.
3. Assets and equipment should be periodically audited by the Internal Auditor, based on the audit plan.

Section:	3	INTERNAL CONTROL GUIDANCE
Policy:	3.8	Review and Reconciliation

3.8 *Review and Reconciliation*

3.8.1 Financial Policy

1. Records are examined and reconciled to determine that transactions were properly processed and approved.

3.8.2 Procedures

1. On a quarterly basis, the Controller's office will prepare a reporting package and provide it to the City Manager and City Council. The reporting package will include the following reports, but is not limited to:
 - a. Fund Balance Report to provide overall financial condition of the City
 - b. Revenue Report which provides a revenue summary by fund category
 - c. Expenditure Report that provides a summary of expenditures and encumbrances
 - d. Other reports as the City Controller deems appropriate to include in monthly reporting to City Council
2. On a monthly basis, the Controller may provide a brief summary of the City's financial condition, or may provide other reports as deemed appropriate.

Section:	3	INTERNAL CONTROL GUIDANCE
Policy:	3.9	Physical Controls

3.9 *Physical Controls*

3.9.1 Financial Policy

1. Equipment, inventories, vault contents, cash and other assets are secured physically, counted periodically and compared with amounts shown on control records.

3.9.2 Procedures

1. The Internal Auditor will address physical controls in the internal audit plan, and will monitor/audit physical assets as appropriate.

Section:	3	INTERNAL CONTROL GUIDANCE
Policy:	3.10	Training and Supervision

3.10 Training and Supervision

3.10.1 Financial Policy

1. Well trained and supervised employees help ensure that control processes function properly.

3.10.2 Procedures

1. Specific training procedures are determined by the related department heads and the Personnel department. In general:
 - a. Employees should have a training plan that is updated periodically.
 - b. Employee job duties should be reviewed periodically to determine equitability, suitability to the job duties, and any related training needs.
 - c. Reference materials and job procedures should be available to employees to review when job functions have very specific requirements or are very technical in nature.

Section:	3	INTERNAL CONTROL GUIDANCE
Policy:	3.11	Documentation

3.11 Documentation

3.11.1 Financial Policy

1. Well documented policies and procedures promote employee understanding of job duties and help ensure continuity during employee absences or turnover.

3.11.2 Procedures

1. Reference materials and job procedures should be available to employees to review when job functions have very specific requirements or are very technical in nature.
2. This financial policy document is a “living document” in that the City Council, by its adoption, intends to periodically review and amend it as necessary.

Section:	3	INTERNAL CONTROL GUIDANCE
Policy:	3.12	Cost/Benefit

3.12 Cost/Benefit

3.12.1 Financial Policy

1. Costs associated with control processes should not exceed expected benefits.

3.12.2 Procedures

1. If any control mechanism is costing the City more to operate than is merited by the risk it is seeking to mitigate, then the City Manager may take steps to reduce the cost of the control mechanism.
2. The City Manager may reduce the scope of an existing control mechanism. For example, a control mechanism that verifies transaction accuracy could be applied to a sample of transactions within a group, as opposed to the entire group. If performed randomly to a population of data, a statistically minor error margin can offer a reasonably similar level of comfort over a group of transactions. Other examples may include modification to: authorization levels, approval requirements, frequency of testing, completeness of testing, testing from an individual basis to a group basis (batch totals). However, with reduced control mechanisms, any discovered errors must be treated more seriously as they may reflect the existence of a larger problem.
3. The City Manager may substitute an alternate and lower cost control mechanism if the substituted control mechanism offers a reasonably similar level of control.
4. If the alteration or elimination of a control mechanism will significantly increase the risk it was trying to mitigate, then the change may only be approved through City Council adoption by resolution.

Section:	3	INTERNAL CONTROL GUIDANCE
Policy:	3.13	Ethical Requirements Policy

3.13 Ethical Requirements Policy

3.13.1 Financial Policy

1. The Internal Audit function will strictly comply with all applicable ethical requirements, including requirements established by the City, rules of ethics promulgated by the American Institute of Certified Public Accountants (AICPA) and the Institute of Internal Auditors (IIA).

3.13.2 Procedures

1. The Internal Auditor will develop at least a Three-Year Internal Audit Business Plan, and shall update it on a regular basis. The basic intent of the Three-Year Internal Audit Business Plan is to mitigate risk. It is designed to focus resources where the risk is most significant and the potential benefit to be realized is greatest. The objective of the Five-Year Internal Audit Business Plan is to support the City Council in:
 - a. Maximizing revenues
 - b. Minimizing losses
 - c. Minimizing unnecessary costs
 - d. Increasing productivity
2. The City Controller may convene a meeting with the City Manager, City Treasurer, and/or their designees, to provide guidance to the Internal Audit function. The meeting may be held quarterly or by another appropriate interim. Specifically, the meeting will:
 - a. Review audit plans and budget
 - b. Review requests for internal audit projects
 - c. Review departments' progress in implementing audit recommendations
 - d. Review results of internal audit activities
3. The Internal Auditor may include within the audit methodology Customer Satisfaction Surveys. Implementing a customer satisfaction survey after each audit helps Internal Audit to continuously review its image, the quality of its products, and management's need for new services or additional information.

Section:	4	RESERVE FUND POLICY
Policy:	4.1	General Fund Reserve

4 RESERVE FUND POLICY

4.1 *General Fund Reserve*

4.1.1 Financial Policy

1. The City of Compton will maintain an adequate managed reserve balance in the City's funds to address adverse financial trends, provide for financing of unforeseen needs of an emergency or non-recurring nature, to permit for the orderly implementation of budget adjustments, provide a local match for public or private grants and to allow for flexibility to take advantage of any unexpected opportunities.

Section:	4	RESERVE FUND POLICY
Policy:	4.2	Infrastructure Reserve

4.2 *Infrastructure Reserve*

4.2.1 Financial Policy

1. The City of Compton will maintain a reserve for emergency repairs to critical city infrastructure that incur damage from disaster. This reserve shall be applied to the uninsured portion of emergency repairs to critical City infrastructure and the related insurance deductibles.

4.2.2 Procedures

1. The Infrastructure reserve may only be used to repair or replace city infrastructure relating to streets, buildings, bridges, or other infrastructure as determined by City Council.
2. The Infrastructure Reserve will revolve (roll-forward) from year to year.

Section:	0	1. The Capital Fund shall be financed through debt obligation (like bonds and notes) and from internal sources of funds as authorized by the City Council.
Policy:	4.3	Capital Fund

4.3 Capital Fund

4.3.1 Financial Policy

1. The City of Compton will maintain a Capital Fund to be used as a source of funding to begin city infrastructure projects when the contract is reimbursable in part or in full by one or more outside funding sources.

4.3.2 Procedures

1. The Capital Fund shall be financed through debt obligation (like bonds and notes) and from internal sources of funds as authorized by the City Council.
2. In order to utilize the Capital Fund, the department requesting the Capital Fund disbursement must provide written verification of the funding sources' agreement to reimburse the specific contract or to reimburse contracts of the nature and terms of the contract in question. If the provided funding source agreements do not provide 100% cost recovery of the contract in question, then any difference between the funding sources and contract cost must be budgeted for in the Grant Match Fund or other relevant City fund.
3. City Projects whose contracts utilize the Capital Fund must be specifically budgeted for within the City's Capital Improvement Program (scheduled in the CIP within the next 12 months).
4. The Capital Fund will revolve (roll-forward) from year to year.

Section:	0	1. The Capital Fund shall be financed through debt obligation (like bonds and notes) and from internal sources of funds as authorized by the City Council.
Policy:	4.4	Grant Match Fund

4.4 Grant Match Fund

4.4.1 Financial Policy

1. The City of Compton shall provide in its annual budget appropriations enough funds to be used as a source of funding for city projects when the contract is reimbursable in part by one or more outside funding sources, and when the remainder of the contract cost must be met by a matching percentage. The budget appropriations shall be used to finance such matching percentage of the project costs.

4.4.2 Procedures

1. Departments will, as a part of the Budget Process, determine the match requirements on City projects for the year. The match percentage and dollar requirements will also be included in the City's Capital Improvement Program. The City will fund the Grant Match Fund with the adopted appropriations for matching requirements at the beginning of the fiscal year.
2. Other funding sources that provide funding for the match requirements of City projects will have their funding appropriated to the Grant Match Fund, to the extent that these funds will be allocated to meet match requirements.
3. In order to utilize the Grant Match Fund, the department requesting the Capital Fund disbursement must provide written verification of the funding sources' agreement to reimburse the specific contract or to reimburse contracts of the nature and terms of the contract in question. The difference between the funding sources' estimated reimbursements and the contract cost must be budgeted for in the Grant Match Fund.
4. City Projects whose contracts utilize the Grant Match Fund must be specifically mentioned within the City's Capital Improvement Program (scheduled in the CIP within the next 12 months).
5. Any remainder in the Grant Match Fund at the end of the fiscal year that is not encumbered for an existing project, and that was funded by the General Fund, shall be returned to the General Fund.
6. Any remainder in the Grant Match Fund at the end of the fiscal year that was funded by outside sources shall revolve (roll-forward) from year to year in the Grant Match Fund, if not otherwise disallowed by law or contract.

Section:	5	DEBT POLICIES
Policy:	5.1	Debt Policies

5 DEBT POLICIES

5.1 *Debt Policies*

5.1.1 General

1. The City of Compton considers the holding of a reasonable amount of debt as a prudent way to spread the cost of otherwise unattainable services. The City does not use debt as a way to fund everyday operations, but rather uses debt as a means to fund significant capital investments in the City. The City of Compton shall develop a comprehensive Debt Policy that provides guidelines for debt structuring, priorities for capital improvement, and prerequisites for debt refinancing.

Section:	5	DEBT POLICIES
Policy:	5.2	Debt Capacity

5.2 Debt Capacity

5.2.1 Policy Reference

1. Bonded Debt Limit. The bonded indebtedness of the City may not exceed the sum of fifteen (15%) percent of the total assessed valuation of property within the City, exclusive of any indebtedness that has been or may hereafter be incurred for the purpose of acquiring, establishing or extending a system of water-works for the supplying of water, or for the purpose of constructing sewers or drains in the City, for which purposes a further indebtedness may be incurred by the issuance of bonds, subject only to the provisions of the State Constitution and of this Charter (Charter Sec. 1403).

5.2.2 Financial Policy

1. Operating leases, equipment leases, and non-bonded short-term debt are not considered part of the debt capacity calculation. However, bond-like financial instruments, having a maturity date in excess of one year, shall be treated as bonded debt for the purpose of Bonded Debt Limit calculation.

Section:	5	DEBT POLICIES
Policy:	5.3	Debt Issuance

5.3 *Debt Issuance*

5.3.1 Financial Policy

1. The City of Compton will only issue bonds or contract for other long-term debt obligations (having a maturity in excess of one year) when it is determined to be in the best interest of the City's residents by a majority vote of the City Council. New debt will not be issued unless it is within the guidelines as set by the Debt Capacity Policy. Unless brought to City Council through voter resolution, new debt proposals shall be brought to City Council via the City Manager. All debt must be approved by majority vote of the City Council prior to the debt issuance.

Section:	5	DEBT POLICIES
Policy:	5.4	Debt Management

5.4 Debt Management

5.4.1 Financial Policy

1. The City Manager may present to City Council an analysis of the City's debt structure as appropriate. The City Manager's review may include recommendations regarding any debt restructuring opportunities that would improve the City's debt position through a combination of monetary savings, risk reduction, and credit rating improvement.

Section:	6	INVESTMENT POLICIES
Policy:	6.1	Investment Policies

6 INVESTMENT POLICIES

6.1 *Investment Policies*

6.1.1 General

1. The primary purpose for the use of city funds is to pay for goods and services needed in city operations. Investments shall be managed so that there are always funds available to pay for city obligations when due.
2. The City of Compton shall maintain an investment policy that seeks to safeguard the assets of City, maximize cash flow for expenditures, and provide a reasonable rate of return, and to insure that funds are available to pay for City obligations when due.

Section:	6	INVESTMENT POLICIES
Policy:	6.2	Investment Policy Adoption

6.2 *Investment Policy Adoption*

6.2.1 Financial Policy

1. The City Treasurer may annually present to City Council an Investment Policy which will be reviewed and adopted by City Council if appropriate. If an Investment Policy is either not submitted to City Council or not adopted by City Council, then the most recently adopted Investment Policy will remain in effect.

Section:	6	INVESTMENT POLICIES
Policy:	6.3	Investment Policy 2004-2005 (Adopted Resolution 21,425)

6.3 *Investment Policy 2004-2005 (Adopted Resolution 21,425)*

6.3.1 Adopted Resolution Text

WHEREAS, the Governor of the State of California signed such legislation into law effective January 1, 1996 (SB564); and

WHEREAS, the City Treasurer of the City of Compton declares the annual Statement of Policy to be as follows:

This statement is intended to outline the policies for maximizing the efficiency of the City's Cash Management System and for prudent investment of the City's funds, and to provide guidelines for suitable investments.

POLICY

In accordance with the Charter of the City of Compton and under the authority granted by the City Council, the City Treasurer is responsible for investing the unexpended cash in the City Treasury. The investment of the City of Compton's funds is directed to the goals of safety, liquidity and yield. The authority governing investments for municipal governments is set forth in the California Government Code, Sections 53601 through 53659. The City Treasurer shall attempt to obtain the highest yield using the average three months Treasury Bill as a bench mark, provided that all investments meet the criteria established for safety and liquidity.

Criteria for selecting investments and the order of priority are:

1. Safety. The safety and risk associated with an investment refers to the potential loss of principal, interest or a combination of these amounts. The City only operates in those investments that are considered very safe.
2. Liquidity. This refers to the ability to "cash in" at any moment in time with a minimal chance of losing some portion of principal or interest. Liquidity is an important investment quality especially when the need for unexpected funds occurs occasionally.
3. Yield. Yield is the potential dollar earning an investment can provide, and sometimes is described as the rate of return.

The investment policy and practices of the City Treasurer for the City of Compton are based upon Federal, State, and Local law and prudent money management. The primary objectives of this policy are:

1. To protect the principal and asset holdings of the City's portfolio.

Section:	6	INVESTMENT POLICIES
Policy:	6.3	Investment Policy 2004-2005 (Adopted Resolution 21,425)

2. To ensure adequate liquidity is provided for the prompt, efficient handling of City's disbursement.
3. To generate the maximum amount of investment income within the parameter of this Statement of Investment Policy and the guidelines for suitable investments.

The ultimate goal is to enhance the economic status of the City while protecting its funds.

SCOPE

The investment policy applies to all financial assets of the City of Compton as accounted for in the City Annual Audited Report with some limited exceptions for Bonds Proceeds managed by the Trustees. Policy statements outlined in this document focus on the City of Compton's pooled funds, but will also apply to all other funds under the City Treasurer's span of control unless exempted by resolution or statute. This policy is applicable, but not limited to all funds listed below:

- General City Account Funds
- Water Fund
- Capital Improvement Funds
- Agency and Trust Funds
- Special Capital Improvements
- Liability Fund
- Any new fund created by the City Controller unless specifically exempted by resolution

One exception does exist regarding the investments of the bond reserve funds. The Trustee has no obligation in adhering to this policy due to the Bond Indenture Agreement. However, the Trustee shall consult with the Treasurer for guidelines and recommendations.

PRUDENCE

Generally, investments shall be made in the context of the "Prudent Investor" rule which states that:

"Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable to be derived."

Section:	6	INVESTMENT POLICIES
Policy:	6.3	Investment Policy 2004-2005 (Adopted Resolution 21,425)

It is the City's full intent, at the time of purchase, to hold all investments until maturity to ensure the return of all invested principal dollars.

However, it is realized that market prices of securities will vary depending on economic and interest rate conditions at any point in time. It is further recognized, that in a well-diversified investment portfolio, occasional measured losses are inevitable due to economic and bond market. These occasional losses must be within the context of the overall investment program and the resultant long term rate of return.

The City Treasurer and other individuals assigned to manage the investment portfolio, acting within the intent and scope of the investment policy and other written procedures and exercising due diligence, shall be relieved of personal responsibility and liability for an individual security's credit risk or market price change, provided deviations from expectations are reported in a timely manner and appropriate action is taken to control adverse developments.

OBJECTIVES

SAFETY OF PRINCIPLE

Safety of principal is the foremost objective of the City of Compton. Each investment transaction shall seek to ensure that capital losses are avoided, whether from securities default, broker-dealer default or erosion of market value. The City shall seek to preserve principal by mitigating the two types of risk, credit risk and market risk.

Credit risk, defined as the risk of loss due to failure of the issuer of a security, shall be mitigated by investing in investment grade securities and by diversifying the investment portfolio so that the failure of any one issuer does not unduly harm the City's capital base and cash flow.

Market risk, defined as market value fluctuations due to overall, changes in the general level of interest rates, shall be mitigated by limiting the average maturity of the City's investment portfolio to two years, the maximum maturity of any one security to five years, structuring the portfolio based on historic and current cash flow analysis eliminating the need to sell securities prior to maturity and avoiding the purchase of long term securities for the sole purpose of short term speculation.

LIQUIDITY

Because the City operates its own water utility and bills monthly for this service, cash flow is generated on a daily basis. Historical cash flow trends are compared to current cash flow requirements on an ongoing basis in an effort to ensure that the

Section:	6	INVESTMENT POLICIES
Policy:	6.3	Investment Policy 2004-2005 (Adopted Resolution 21,425)

City's investment portfolio will remain sufficiently liquid to enable the City to meet all reasonable anticipated operating requirements.

COLLATERAL REQUIREMENTS

Collateral are required for investments in certificates of deposit, repurchase agreements and reverse repurchase agreements. In order to reduce market risk, the collateral level will be at least 110% of market value of principal and accrued interest.

In order to conform with the provisions of the Federal Bankruptcy Code, which provides for liquidation of securities held as collateral, the only securities acceptable as collateral shall be certificates of deposit, commercial paper, eligible banker's acceptances, medium term notes or securities that are the direct obligation of, or are fully guaranteed as to principal and interest by, the United States or any agency of the United States.

AUTHORIZED INVESTMENT

The City is governed by the Government Code, Section 53600 et seq. The temporarily idle funds of the City of Compton shall only be invested in securities and diversified within the context of these limitations. The following investments are authorized, as further limited herein:

1. United States Treasury Bills, Notes and Bonds, or those for which the full faith and credit of the United States are pledged for payment of principal and interest. There is no limitation as to the percentage of the City's surplus funds which can be invested. The maximum maturity length shall not exceed 5 years.
2. Obligations issued by the Government National Mortgage Association (GNMA), the Federal Farm Credit Bank System (FFCB), the Federal Home Bank Board (FHLB), and the Federal National Mortgage Association (FNMA) and those insured by the Federal Housing Administration (FHA). Although there is no percentage limitation on these issues, the "prudent investor" rule shall apply for a single agency name, as U.S. Government backing is implied rather than guaranteed. The maximum maturity length shall not exceed 5 years. Investments detailed in items 3 through 10 are further restricted to percentage of the cost value of the portfolio in any one issuer to a maximum of 15%. The total value invested in any one issuer shall not exceed 5% of the issuers net worth. Again, a five year maximum maturity limitation is applicable unless further restricted by this policy

Section:	6	INVESTMENT POLICIES
Policy:	6.3	Investment Policy 2004-2005 (Adopted Resolution 21,425)

3. Bill of exchange or time drafts drawn on and accepted by a commercial bank, otherwise known as banker's acceptance. Banker's acceptances purchased may not exceed 180 days maturity or 40% of the City's temporarily idle funds.

4. Commercial paper ranked "P1" by Moody's Investor Services and "A1+" by Standard and Poor's, and issued by a domestic corporation having assets in excess of \$500,000,000 and having an "AA" or better rating on its long term debentures as provided by Moody's or Standard and Poor's. Purchase of eligible commercial paper may not exceed 270 days maturity nor represent more than 10% of the outstanding paper of an issuing corporation. Purchase of commercial paper may not exceed 15% of the City's surplus funds.

5. Negotiable certificates of deposit issued by a Nationally or State-Chartered Bank or a State or Federal Savings and Loan Association. Purchase of negotiable certificates of deposit may not exceed 30% of total portfolio. A maturity limitation of five years is applicable.

6 Repurchase agreements. The City may invest in repurchase agreements with banks and dealers with which the City has entered into a master repurchase contract that specifies terms and conditions of repurchase agreements. The maturity of repurchase agreements shall not exceed 90 days and when the underlying securities are United States Treasurers or Agencies and that the market collateral equals 102% of the repurchase agreement amount including accrued interest, and the maximum maturity length of that collateral does not exceed 5 years. The only securities acceptable as collateral shall be eligible negotiable certificates of deposits, eligible banker's acceptances, or securities that are direct obligation of, or that are fully guaranteed as to principal and interest by, the United States or any agency of the United States.

7. Reverse repurchase agreements that specify terms and conditions may be transacted with broker dealers and financial institutions, but can not exceed 20% of the portfolio value on the date entered into. The City may enter into reverse repurchase agreements which may not exceed 90 days.

8. Local Agency Investment Fund. The City may invest in the Local Agency Investment Fund (LAIF) established by the State Treasurer for the benefit of local agencies up to the maximum permitted by State law.

9. Time Deposit. The City may invest in non-negotiable time deposits collateralized in accordance with the California Government Code, in those banks and savings and loan associations that meet the requirements for investment in negotiable certificates of deposit. Since time deposits are not liquid, no more that 25% of the temporarily idle fund may be invested in this category.

Section:	6	INVESTMENT POLICIES
Policy:	6.3	Investment Policy 2004-2005 (Adopted Resolution 21,425)

10. Medium Term Corporate Notes, with a maximum maturity of five years, may be purchased. Securities eligible for investment shall be rated AA or better by Moody's or Standard & Poor's rating services. Purchase of medium term notes may not exceed 30% of the market value of the portfolio and not more than 15% of the market value of the portfolio may be invested in notes issued by one corporation. Commercial paper holdings should also be included when calculating the 15% limitation.

11. Ineligible investments. Investments not described herein, including, but not limited to common stocks are prohibited from the use in this fund.

QUALIFIED DEALERS AND INSTITUTION

The City shall transact business only with banks, savings and loans and registered investment dealers. The purchase by the City of any Investment other than those purchased directly from the issuer, shall be purchased either from an institution licensed by the State as a broker-dealer, as defined in Section 25004 of the Corporations Code, who is a member of the National Association of Securities Dealers, or a member of a Federally regulated securities exchange, a National or State-Chartered Bank, A Federal or State Association (as defined by Section 5102 of the Financial Code), or a brokerage firm designated as a Primary Government Dealer by the Federal Reserve Bank.

The City Treasurer's staff shall investigate all institutions that wish to do business with the City, in order to determine if they are adequately capitalized, make markets in securities appropriate to the City's needs, and agree to abide by the conditions set forth in the City of Compton's Investment Policy. This will be done by having the Financial Institutions complete and return the appropriate questionnaire.

COMPETITIVE BIDDING

It is the policy of the City to require competitive bidding for government agencies and securities for transactions that are not classified as "new issues" securities. For the purchase of no "new issue" securities and the sale of all securities at least three bidders must be contacted.

APPROVED LIST

No purchase or sale of investments is to be made with a dealer or broker unless the firm's name has been approved by the City Treasurer and adopted by resolution by the City's Legislative Body.

SAFEKEEPING OF SECURITIES

Section:	6	INVESTMENT POLICIES
Policy:	6.3	Investment Policy 2004-2005 (Adopted Resolution 21,425)

To protect against potential losses caused by collapse of individual securities dealers, all securities owned by the City except securities used as collateral repurchased agreements, shall be kept in safekeeping with "perfect interest" by a third party bank trust department, acting as agent for the City under the terms of a custody agreement executed by the bank and by the City. All securities will be received and delivered using standard delivery-vs.-payment procedures.

INVESTMENT REPORTING AND MONTHLY REPORT

The Treasurer shall render a monthly report to the City Council showing the type of investment, institution, date of maturity, par value of investment, cost basis of investment, current market value change of all securities, rate of interest, interest earned, gains and losses and such data as may be required by the City Council. The report shall also detail all repurchase agreements, and shall state its relationship to this Statement of Investment Policy as directed under the Code and will be in compliance with GASB #31.

PERFORMANCE MEASUREMENTS OF PORTFOLIO

The City Treasurer shall include in the monthly report of investment activity performance measurements comparing the current month's yield with the three month average Treasury Bill.

INVESTMENT CONTROLS

The City Treasurer has developed a system of internal investment controls and a segregation of responsibilities of investment functions. These controls are designed to prevent losses of public funds arising from fraud, employee error, misrepresentation of third parties, or imprudent actions by employees and officers of the Treasurer's staff.

ETHICS AND CONFLICT OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

LEGISLATIVE CHANGES

Any State of California legislative action, that further restricts allowable maturities, investment type or percentage allocations, will be incorporated into the City of Compton Investment Policy and supersede any and all previous applicable language.

Section:	6	INVESTMENT POLICIES
Policy:	6.3	Investment Policy 2004-2005 (Adopted Resolution 21,425)

DELEGATION OF AUTHORITY

In the absence of the City Treasurer, the authority to execute investment transactions affecting the City's temporarily idle funds will be restricted to the Chief Deputy Treasurer and the Deputy Treasurer.

LIMITING MARKET VALUE EROSION

The longer the maturity of securities, the greater their market price volatility. Therefore, it is the general policy of the City to limit the potential effects from erosion in market values by adhering to the following guidelines:

1. All immediate and anticipated liquidity requirements will be addressed prior to purchasing all investment.
2. Maturity dates for long-term investment will coincide with significant cash flow requirements where possible, to assist with short term cash requirements at maturity.
3. All long-term securities will be purchased with the intent to hold all investments to maturity under then prevailing economic conditions. However, economic or market conditions may change, making it in the City's best interest to sell or trade a security prior to maturity.

POLICY REVIEW

This Investment Policy shall be reviewed at least annually to ensure its consistency with the overall objectives of preservation of PRINCIPAL, LIQUIDITY, AND RETURN, and its relevance to current law, financial and economic trends, and to meet the needs of the City of Compton. Any amendments to the policy shall be forward to City Council for approval.

The City strives to maintain the level of investment of all surplus funds as near 100% as possible, through daily and projected cash flow determinations. The basic premise underlying the City's investment philosophy is, and will continue to be, to insure that money is always safe and available when needed.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMPTON RESOLVES AS FOLLOWS:

Section:	6	INVESTMENT POLICIES
Policy:	6.3	Investment Policy 2004-2005 (Adopted Resolution 21,425)

That an annual statement of investment policy for the City of Compton has been filed by the City Treasurer for fiscal year 2004-2005 in compliance with Section 5346 (A) of the Government Code of the State of California.

Section:	7	APPROPRIATIONS
Policy:	7.1	Appropriations

7 APPROPRIATIONS

7.1 *Appropriations*

7.1.1 General

1. Appropriations are the legal spending authority for the City of Compton. The City Controller's Office has the administrative responsibility for managing the appropriation process.

Section:	7	APPROPRIATIONS
Policy:	7.2	Appropriation Authority

7.2 *Appropriation Authority*

7.2.1 Policy Reference

1. The City Controller shall ... supervise and be responsible for the disbursement of all monies and have control over all expenditures to insure that budget appropriations are not exceeded (Charter Sec. 708).
2. The City Controller shall maintain a budget record reflecting at all times the unencumbered appropriation account balances and encumbrances as shown by unfilled outstanding purchase orders (Compton Municipal Code 4-11.3).

7.2.2 Financial Policy

1. Appropriations are the legal spending authority for City Departments to incur expenditures. Basic appropriation authority is established by the City Council through the adoption of the annual Combined Budget Resolution and related legislation.

Section:	7	APPROPRIATIONS
Policy:	7.3	Legal Level of Control

7.3 Legal Level of Control

7.3.1 Policy Reference

1. The City Council of the City of Compton does hereby resolve ... that the City Manager may transfer appropriations from the proposed General Fund contingency within the departments with the adopted budget. A quarterly report shall be made by the City Manager describing each transfer and the reason therefore (Resolution No. 21,619).
2. The City Council of the City of Compton does hereby resolve ... that the City Manager may transfer funds within, but not between, each of the budgeted departments as required to achieve the purpose of said departments. A quarterly report shall be made by the City Manager describing each transfer and the reason therefore (Resolution No. 21,619).
3. At any meeting after the adoption of the budget, the City Council may amend or supplement the budget by motion adopted by the affirmative votes of at least four members so as to authorize the transfer of unused balances appropriated for one purpose to another purpose, or to appropriate available revenue not included in the budget (Charter Sec. 1408).
4. That the City Manager may transfer budgeted amounts from one object to another object if they are within the same fund group, by no more than \$5,000 per object. A budgetary transfer of more than \$5,000 per object may only be authorized by a resolution of City Council (Resolution No. 21,925).
5. That administrative accounting for budgetary transfers is performed by the City Controller. All such transfers shall be reported to City Council on a monthly basis in a report prepared by the City Controller (Resolution No. 21,925).

7.3.2 Financial Policy

1. Funds that are restricted by law or contract to a particular use shall be reserved for the specified use, shall be encumbered to that use, and shall be appropriated to the proper department or departments that are responsible for the specified use. Such encumbered funds shall not be reassigned for any use other than what is proscribed by law or contract for said fund. Such encumbered funds may be appropriated between departments by action of the City Council if such action is within the proscribed limits of law and contract for said fund.

Section:	7	APPROPRIATIONS
Policy:	7.3	Legal Level of Control

7.3.3 Procedures

1. The City Manager may transfer budgeted amounts from one object to another object if they are within the same fund group, and by no more than \$5,000 per object per fiscal year. This allows the City Manager to transfer up to \$5,000 from one object to another within the same fund group, without requiring City Council adoption by resolution. Budget transfers procedurally follow these guidelines:
 - a. Budgeted amounts transferred from one object to another object within the same classification, department, and fund require Department Head approval.
 - b. Budgeted amounts transferred from one object to another object within the same department and fund, but within a different classification require City Manager approval if for an amount less than \$5,000 per object per fiscal year. If the amount is greater than \$5,000 then City Council adoption by resolution is required for approval.
 - c. Budgeted amounts transferred from one object to another object within the same fund, but within a different classification and department require City Manager approval if for an amount less than \$5,000 per object per fiscal year. If the amount is greater than \$5,000 then City Council adoption by resolution is required for approval.
 - d. Budgeted amounts transferred from one object to another object within a different fund require City Council adoption by resolution.
 - e. Accounting for any transfer of funds is performed by the Controller's Office. All such transfers shall be reported to City Council on a monthly basis in a report prepared by the Controller's office.

Section:	7	APPROPRIATIONS
Policy:	7.4	Budget Control

7.4 Budget Control

7.4.1 Policy Reference

1. From the effective date of the budget, the several amounts stated therein as proposed expenditures shall be and become appropriated to the several departments, offices and agencies for the respective objects and purposes therein named. All appropriations shall lapse at the end of the fiscal year to the extent that they shall not have been expended or lawfully encumbered (Charter Sec. 1408).

7.4.2 Financial Policy

1. Once the City Controller has assigned appropriations as specified in the City Council's adopted Combined Budget Resolution, supplemental appropriations shall only be assigned by the City Controller as directed in subsequent resolutions of the City Council.

Section:	7	APPROPRIATIONS
Policy:	7.5	Lapse in Budget

7.5 *Lapse in Budget*

7.5.1 Financial Policy

1. In the event City Council has not adopted a Combined Budget Resolution prior to the beginning of a new fiscal year, the City will continue to operate and meet those obligations necessary to maintain existing services as prioritized by the City Manager. In this event, and at the direction of the City Manager, the City Controller will temporarily appropriate funds necessary for each department. Upon City Council adoption of a Combined Budget Resolution, the City Controller will adjust the temporary appropriations so that they match the appropriations adopted by City Council in the adopted Combined Budget Resolution.

Section:	8	EXPENDITURES
Policy:	8.1	Expenditures

8 EXPENDITURES

8.1 *Expenditures*

8.1.1 General

1. Expenditures are the budgeted and approved uses of appropriations for City Departments. Expenditures assign spending authority to the continuing operations of the City, to the maintenance of capital assets, and to the investment in capital projects. The City Controller's Office has the administrative responsibility for managing the expenditure process.

Section:	8	EXPENDITURES
Policy:	8.2	Expenditure Authority

8.2 *Expenditure Authority*

8.2.1 Policy Reference

1. The City Controller shall ... supervise and be responsible for the disbursement of all monies and have control over all expenditures to insure that budget appropriations are not exceeded (Charter Sec. 708).

8.2.2 Financial Policy

1. Expenditures are the budgeted and approved uses of appropriations for City Departments. Basic expenditure authority is established by the City Council through the adoption of the annual Combined Budget Resolution and related legislation.

Section:	9	PURCHASING POLICY
Policy:	9.1	Purchasing

9 PURCHASING POLICY

9.1 *Purchasing*

9.1.1 General

1. Purchasing is the process of procuring goods and services to support City operations and capital projects.

Section:	9	PURCHASING POLICY
Policy:	9.2	Purchasing Authority

9.2 *Purchasing Authority*

9.2.1 Policy Reference

1. All purchases made on behalf of the City shall be by purchase order only issued by the City Manager (Compton Municipal Code 4-11.1).
2. No purchase order shall be issued by the City Manager except upon a requisition upon which the City Controller shall endorse that there exists an unencumbered appropriation in the fund account against which such purchase is to be charged (Compton Municipal Code 4-11.2)

Section:	9	PURCHASING POLICY
Policy:	9.3	Competitive Bidding

9.3 *Competitive Bidding*

9.3.1 Policy Reference

1. Before making purchases of, or contracts for, supplies, materials or equipment, ample opportunity shall be given for competitive bidding, under such rules and regulations and with such exceptions as the City Council may prescribe in the ordinance setting up such rules and regulations. When making purchases for the City, local merchants shall be given the preference, quality and prices being equal (Charter Sec. 1411).
2. In all cases where the purchase or contract amount exceeds five thousand (\$5000.00) dollars, the provisions of subsections 4-11.8 [regarding Lowest Responsible Bidder] and 4-11.9 [regarding Certificates of Nondiscrimination] shall apply. The performance of any contract for an amount in excess of five thousand (\$5000.00) dollars shall be subject to the penalties set forth in subsections 4-11.10 and 4-11.11 (Compton Municipal Code 4-11.4).

Section:	9	PURCHASING POLICY
Policy:	9.4	Purchasing Validation

9.4 *Purchasing Validation*

9.4.1 Financial Policy

1. Purchase requisitions shall only be approved if they utilize budgeted appropriations and are for the purpose of fulfilling in part or in whole budgeted expenditures.
2. Purchase orders shall only be created upon validation of an approved purchase requisition.
3. Purchase orders shall only be approved if they have gone through the bidding process, where required by law.

Section:	9	PURCHASING POLICY
Policy:	9.5	City Council Purchase Order Adoption by Resolution

9.5 City Council Purchase Order Adoption by Resolution

9.5.1 Policy Reference

1. That purchase orders in the amount of \$25,000 or more will be submitted to City Council by resolution prior to being executed. Purchase orders do not require adoption by resolution if they are (Resolution No. 21,925):
 - a. For an amount less than \$25,000
 - b. Properly approved by the City Manager and/or other required staff
 - c. Applied to an existing appropriation, and
 - d. Fulfill in whole or in part a budgeted expenditure as adopted by City Council in the Combined Budget Resolution for the current fiscal year
2. That when faced with an emergency situation, the City Manager may authorize a purchase order of up to \$75,000, without first having City Council adoption by resolution, if the purchase order is of urgent necessity for the preservation of life, health or property. At the next available opportunity, the emergency purchase order will go through the normal approval process for purchase orders (Resolution No. 21,925).
3. That the following purchase order procedures are now in effect (Resolution No. 21,925):
 - a. Purchase Orders for the same vendor, for the acquisition of related goods/services, and occurring in the same fiscal year shall be treated as one combined Purchase Order for purposes of determining if the \$25,000 threshold is met.
 - b. A new addition to an existing Purchase Order shall be combined with the original Purchase Order and any previous additions to the Purchase Order for purposes of determining if the \$25,000 threshold is met.
 - c. Purchase Orders will not be split in order to avoid the \$25,000 threshold, including splits near the cutoff between fiscal years.
 - d. A list of all Purchase Orders and Purchase Order additions over \$5,000 issued during the previous month will be provided to City Council on a monthly basis.

Section:	9	PURCHASING POLICY
Policy:	9.6	City Council Work Change Order Adoption by Resolution

9.6 City Council Work Change Order Adoption by Resolution

9.6.1 Policy Reference

1. That work change orders on capital projects that are within the limits of California Public Contract Code Section 20455 (a) and (b) do not require City Council Adoption by resolution. Work change orders using this section must be approved by the City Manager, in addition to any other required approval. If in total the work change orders on a single City project exceed \$25,000 in the same fiscal year, then the City Manager shall explain the work change orders at the next City Council meeting as an agenda item (Resolution No. 21,925).
2. California Public Contract Code, under Part 3 “Contracting by Local Agencies” states the following:
 - a. 20455. (a) After construction has begun, the legislative body, or the superintendent of streets if authorized by the legislative body, may order changes in the work without the necessity of a hearing. The order shall be in writing, and the amount of any change ordered shall not exceed five thousand dollars (\$5,000) when the total amount of the original contract does not exceed fifty thousand dollars (\$50,000), nor 10 percent of the amount of any original contract that exceeds fifty thousand dollars (\$50,000), but does not exceed two hundred fifty thousand dollars (\$250,000).
 - b. (b) For contracts whose original cost exceeds two hundred fifty thousand dollars (\$250,000), the extra cost for any change or addition to the work so ordered shall not exceed twenty-five thousand dollars (\$25,000), plus 5 percent of the amount of the original contract costs in excess of two hundred fifty thousand dollars (\$250,000). In no event shall any such change or alteration exceed one hundred fifty thousand dollars (\$150,000).
 - c. (c) The limitations on the cost of changes permitted by this section shall not apply where (1) the change is requested in writing by the owner of property subject to assessment for the improvement under construction and the nature of the change requested is such that the cost thereof will be assessed exclusively against the property of the person requesting the change, or (2) the change in the work will not adversely affect the benefiting property and any increase in the cost resulting from the changes will be paid by the city and will not be assessed against the property within the assessment district.

Section:	9	PURCHASING POLICY
Policy:	9.6	City Council Work Change Order Adoption by Resolution

9.6.2 Financial Policy

1. Work change orders should be reflected within the CIP and any budget amendments should be proposed to City Council, as necessary. Work change orders should go through the normal purchasing process if appropriate.

Section:	9	PURCHASING POLICY
Policy:	9.7	Timely Payments

9.7 *Timely Payments*

9.7.1 Financial Policy

1. It is the intention of the City that payments will be made on time so that the City does not incur penalties or jeopardize vendor relationships.

9.7.2 Procedures

1. Payments will be scheduled and disbursed to take advantage of any cost savings opportunities in vendor invoices and to avoid any payment penalties, when possible.
2. Any late payment penalties incurred by the City will be reported to the City Manager on a monthly basis.

Section:	9	PURCHASING POLICY
Policy:	9.8	Petty cash

9.8 *Petty cash*

9.8.1 Policy Reference

1. The City Council may provide for revolving petty cash funds, to be paid to the City Manager or department heads and used for payment in cash of expenditures provided for in the budgets that can not conveniently be paid otherwise. The City Manager [or] such other department heads shall account to the City Council for all disbursements made therefrom when making demand for replenishment of the same and at such other times as the Council may require and the amounts of such disbursements shall thereupon be charged against the proper appropriations (Charter Sec. 1415).
2. In practice, the City Controller's office verifies appropriateness and signs all petty cash requests

9.8.2 Financial Policy

1. Petty cash shall be issued by the City Treasurer only to appropriate department heads or their designated employees, and shall be limited to one hundred (\$100) dollars per receipt. A receipt amount in excess of one hundred (\$100) dollars requires that the normal Purchasing procedures are followed.

9.8.3 Procedures

1. Petty cash requests may be made upon the City Treasurer between the hours of 1:00pm and 5:30pm Monday through Thursday and require a valid receipt.

Section:	9	PURCHASING POLICY
Policy:	9.9	Payment Process

9.9 Payment Process

9.9.1 Procedures

1. Receipt of Invoices
 - a. Invoices should be sent from the vendor directly to the requesting department so that the invoice and any related receipts can be verified. Invoices sent from the vendor to the Controller's office will be delayed by the time it takes the Controller's Office to sort through the mail and inter-office the invoice back to the requesting department.
2. Department Verification of Invoice
 - a. Each department is responsible for verification of invoices for payment, including the following:
 - i. Comparison of quantities billed on the invoice with quantities listed on the purchase order and shown on receiving documents.
 - ii. Comparison of prices, discounts, and terms with those specified on the purchase order.
 - iii. Proof of clerical accuracy of the invoice with respect to extensions, footings, and deduction of discounts.
3. Submitting Invoices for Payment with Purchase Order
 - a. Once the responsible department determines that the invoice is correct, they may submit it to the Controller's office for payment. The original invoice must be attached to the approved Purchase Order. The department manager, or their designee, must sign the Purchase Order to certify that the invoice has been reviewed and is correct.
4. Invoicing for Partial Payments on Open Purchase Orders
 - a. In many cases a Purchase Order will remain open or will not be paid in full. As before, the original Purchase Order must be signed and submitted along with the first vendor invoice. The Controller's Office will retain the original Purchase Order on file. For all subsequent invoices, a Partial Payment Form must be completed and attached to the invoice. The corresponding Purchase Order number must be filled in the space provided in the Partial Payment Form. The department manager must sign the Partial Payment Form to certify that the invoice has been reviewed and is correct.
 - b. If a Purchase Order has a remaining open balance that should be closed during the submission of a final invoice, then the Partial Payment Form should specify that it the Final Payment and that the Purchase Order should be closed. This will remove any remaining and current encumbrance.

Section:	9	PURCHASING POLICY
Policy:	9.9	Payment Process

5. Original Invoice

- a. In all cases the original vendor invoice should be submitted for payment. It is important to use only original invoices so that duplicate payments are not made. If an original invoice is not available and a copy of an invoice must be used, then the Department Director, Deputy Director, or Supervisor must mark on the invoice copy, "Accept as original – original lost, not received, or misplaced." Note that a vendor statement is a listing of outstanding invoices and is never used to process payments.

6. Controller's Office Review

- a. The Accounts Payable section of the Controller's Office will compare all of the documents that relate to the payment, which can include: Invoice, Purchase Order, Partial Payment Form, Purchase Requisition and/or City Council Resolution. They will verify that the invoice is to the correct vendor, and is for an amount and purpose that is supported by the Purchase Order. Once all of the documents are received and verified, the invoice payment will be included in the next check run.
- b. If during their review, Accounts Payable personnel notice a minor problem, such as a misspelled or incomplete name, address, invoice number, purchase order number or account number, then they will communicate with the responsible department by telephone or E-mail in an attempt to get the problem resolved. Accounts Payable personnel will attempt to get the problems corrected in a timely manner so that the request is not delayed until the following payment cycle.
- c. If there is a more significant problem, such as the lack of an attached and signed Purchase Order or Partial Payment Form, or if the invoice does not agree to these documents, then the documents will be returned to the responsible department with an explanation of the problem and proposed corrective action.

7. Check Run Guidelines

- a. Checks are printed every Tuesday Afternoon, unless subject to change because of Holidays. To have a payment included in a Tuesday check run, the documents submitted to the Controller's Office must meet the following guidelines:
 - i. Contain the original invoice, or a copy marked as, "Accept as original – original lost, not received, or misplaced" by the Department Director, Deputy Director, or Supervisor.
 - ii. Contain a completed and signed original Purchase Order and/or Partial Payment Form.
 - iii. The invoice must agree to the price and terms of the Purchase Order just submitted to, or retained on file with, the Controller's Office.

Section:	9	PURCHASING POLICY
Policy:	9.9	Payment Process

- iv. Be received by the Controller's Office by 12:00 noon on Monday, the week before the check run. In other words, if an invoice is received before noon this Monday, it should be included in next week's check run. Refer to Emergency Check Run section below for exceptions.
 - b. If any of the above four guidelines are not met, then the payment will not make the next Tuesday check run.
- 8. Check Signatures
 - a. After the check has been printed, it must obtain three signatures to be valid: the City Controller, City Manager, and City Treasurer. The City Controller signs all checks after the Tuesday check run, and takes them to the City Manager's office on Wednesdays. The City Manager must then sign all of the checks and take them to the City Treasurer. Then City Treasurer must then sign all of the checks.
- 9. Check Delivery / Pickup
 - a. After the City Treasurer signs the checks, they are stuffed in envelopes and taken to the City Clerk's office. The City Clerk meters the envelopes and walks them over to the Post Office. In cases where a check is needed immediately or needs to be dropped off in person instead of mailed, the responsible Department Director, Deputy Director, or Supervisor may pick up the signed Check from the City Treasurer if Treasury feels it is appropriate. A receipt showing the released check number(s) must be created by Treasury, signed by the individual picking up the check, and attached to the payment package. Treasury must separate all Payment Package documents from the physical check (including the Purchase Order, Invoice, and pickup receipt) and retain them until they are sent back to the Controller's Office.
 - b. Departments should have no interaction with physical checks unless:
 - i. The City Treasurer releases it to them; or
 - ii. It is an Emergency Check signed by the City Controller
 - c. Checks are not to be held by the City Treasurer to make a determination as to which vendor should or should not be paid.
- 10. Emergency Check Run
 - a. Situations of urgency may arise wherein it is necessary for Accounts Payable to drop other responsibilities while preparing an emergency check run. It is expected that the normal payment process will be followed 99% of the time. At least one of the following conditions must be applicable in order for an emergency check run to be approved:
 - i. Supplies/services are needed for immediate use and are vital to the public's health, safety & welfare

Section:	9	PURCHASING POLICY
Policy:	9.9	Payment Process

- ii. A breakdown or shut-off of essential service(s) is imminent and can only be averted by an emergency check run
 - iii. Work stoppage or idle time will occur if a check is not immediately issued
 - iv. Late fees will be assessed against the City and will be unavoidable unless an emergency check is issued
 - v. Court ordered or settlement claims of an urgent nature must be paid
 - vi. City of Compton bank accounts require immediate replenishment
 - vii. A City of Compton real estate purchase requires an immediate payment
 - viii. Any other urgent need that the City Manager deems appropriate and necessary to the City's operations
- b. If an emergency does arise, then the Emergency Warrant Request form may be filled out and given to the Controller's Office. The Emergency Warrant Request form must contain:
 - i. An explanation of the emergency
 - ii. Attached original invoice, invoice copy, or relevant backup
 - iii. Signature of the Department Director or Deputy Director
 - iv. Signature of the City Manager
- c. The emergency check will be printed within 48 hours, or 2 working days, and will be signed by the City Controller. The check will not be printed sooner unless it is a matter of health, life, or natural disaster. The emergency check will still require the signature of the City Manager and City Treasurer, but may be "walked through" by the City Controller or Department Director or Deputy Director.

Section:	9	PURCHASING POLICY
Policy:	9.10	Employee vs. Independent Contractor Relationship

9.10 *Employee vs. Independent Contractor Relationship*

9.10.1 Financial Policy

1. Paying an individual as an independent contractor when an employer/employee relationship exists is a violation of Internal Revenue Service regulations and subjects the City to penalties for nonpayment of appropriate payroll taxes. Each department will regularly determine if any contractors under its supervision meet criteria to be treated as an employee. If one or more contractors do meet criteria to be treated as an employee, then the affected department will immediately contact the Personnel department to determine appropriate action.

9.10.2 Procedures

1. Department Directors or Deputy Directors will determine at least once every 6 months if any contractors hired by their department meet criteria to be treated as an employee.
2. Many situations require judgment to determine if an employer/employee relationship exists. Refer to the “Factors Determining Employee vs. Independent Contractor” section below to assist with this process.
3. If it is found that an employer/employee relationship may exist, the Director or Deputy Director must immediately contact the Personnel department to determine an appropriate course of action.

9.10.3 Factors Determining Employee vs. Independent Contractor

1. Determining if an individual is an employee or independent contract can be difficult. The IRS looks at factors in three broad areas: behavior control, financial control, and type of relationship between the worker and the business. Key factors that help decide which type of relation exists are provided below. In many cases, no single factor will determine the type of relationship and all factors must be considered.
2. Behavior Control – Does the business have the right to control where, when and how the individual works?
 - a. Example 1
 - i. Employee: must work where and when the business tells the worker
 - ii. Independent Contractors: usually able to perform services where and when the worker chooses and may work for more than one client at a time.
 - b. Example 2

Section:	9	PURCHASING POLICY
Policy:	9.10	Employee vs. Independent Contractor Relationship

- i. Employee: work hours are generally set by the business.
 - ii. Independent Contractor: generally sets own work hours.
 - c. Example 3
 - i. Employee: may be given written or oral instructions on how to do the work.
 - ii. Independent Contractor: decides how to do the work.
 - d. Example 4
 - i. Employee: may receive training from the business.
 - ii. Independent Contractor: received training from sources independent of the business.
- 3. Financial Control – Does the business have the right to control the business aspects of the worker’s job?
 - a. Example 1
 - i. Employee: offers services solely to the employer.
 - ii. Independent Contractor: offers services to the general public.
 - b. Example 2
 - i. Employee: business pays the individual’s business expenses and provides the necessary equipment to perform the job.
 - ii. Independent Contractor: pays own business expenses and uses own equipment to perform the job.
 - c. Example 3
 - i. Employee: pay is based on the amount of time spent performing the job.
 - ii. Independent Contractor: pay is usually based on the overall job.
- 4. Type of Relationship - What is the nature of the relationship between the business and the worker?
 - a. Example 1
 - i. Employee: has an intended, continuing relationship with the business.
 - ii. Independent Contractor: relationship is based on a specific project or time period.
 - b. Example 2
 - i. Employee: can typically be discharged by the business any time.
 - ii. Independent Contractor: relationship with the business can only be terminated according to the terms of an agreement or contract.
 - c. Example 3
 - i. Employee: provides services that are integral to the business.
 - ii. Independent Contractor: provides services that require a special skill and are not tied to the over operation of the business.

Section:	9	PURCHASING POLICY
Policy:	9.11	Stale-Dated Checks

9.11 Stale-Dated Checks

9.11.1 Financial Policy

1. The purpose of this policy is to describe the stale-dating check procedures for general account and payroll checks. A stale dated check is a check that, in the City's determination, has expired and should no longer have the authority to be a valid warrant issued on the City. Note that being stale dated, in and of itself alone, is not sufficient to prevent a check from being deposited unless further action is taken on the part of the City.
2. California Commercial Code Section 4404 states that, "A bank is under no obligation to a customer having a checking account to pay a check, other than a certified check, which is presented more than six months after its date, but it may charge its customer's account for a payment made thereafter in good faith." This is understood to mean that although a bank may not honor a check that is over 180 days old, it may honor a check that is over 180 days old at its own discretion. Therefore, to ensure that a check more than 180 days old can not be deposited, it will be voided through a stop-payment issued on the bank on which the check is drawn. The cash will then be held in a cash suspense account until the check is reissued or the monies are escheated after a three year holding period and public notice (see escheatment policy).

9.11.2 Procedures

1. Physical checks are marked as follows:
 - a. Checks issued on Bank of the West have written on them that they are void after 60 days. Bank of the West checks are used to make payment on invoices from valid Purchase Orders.
 - b. Checks issued on Wells Fargo have written on them that they are void after 180 days. Wells Fargo checks are used to make City payroll payments.
2. Regardless of how physical checks are marked, they will be treated as stale-dated by the Controller's Office when they are over 180 days old. The number of days old is derived from the number of calendar days that have passed since the date printed on the check. The date printed on the check is the date the check itself was printed, and is not necessarily the date the check was signed and mailed.
3. The Controller's Office reviews the outstanding check registers at least once a month. The Controller Office attempts to contact payees when outstanding checks are more than 90 days old. Contacted payees are encouraged to deposit the checks. If the payee claims that a check has been lost or not received, then a

Section: 9 PURCHASING POLICY
Policy: 9.11 Stale-Dated Checks

stop-payment, void, and re-issue are performed as appropriate. Checks that are found to be more than 180 days old during the review of the check registers are considered stale-dated.

4. When a check is considered stale-dated, action is taken to void the check. The appropriate bank is contacted and a stop-payment order is issued. If the bank cannot issue the stop-payment because the check has been deposited, then no additional procedures are required. If the bank confirms the stop-payment, then the check is considered void. If voided checks come into the possession of the City, then they will be marked as VOID if they have not already been so marked.
5. Stale-dated checks that are considered void are voided in the Accounts Payable system. From an accounting perspective, voiding the check returns the cash to the fund it was drawn upon and reinstates the liability. A manual accounting entry is then prepared to move the cash from the issuing fund to a cash suspense account. A record is kept for the cash suspense account of the Payee, the amount owed, the date of the original check, and the issuing department
6. When a state-dated check that has been voided needs to be reissued, the reissued check will credit the amount in the cash suspense account and debit the liability. The record of the amount held in the cash suspense account is updated with "Reissued as check # _____ to Payee _____."
7. Monies held in the cash suspense account that are neither claimed nor reissued set in the cash suspense account for approximately 30 months, depending on the date of the original check. The cash suspense account is reviewed at least once per year to determine amounts eligible to follow the escheatment policy.

Section:	9	PURCHASING POLICY
Policy:	9.12	Unclaimed Funds (and Escheatment)

9.12 Unclaimed Funds (and Escheatment)

9.12.1 Financial Policy

1. The purpose of this policy and procedure is to establish guidelines for processing unclaimed monies. California Government Code Section 50050, et. Seq. provides that unclaimed funds which remain in the treasury or in the custody of the officers of a local agency for three (3) years, become the property of the agency after notice if not claimed or if no verified complaint is filed and served. There are certain funds that the agency is not allowed to escheat to the general fund, such as those paid out of grants or those for restitution to victims.
2. It is the policy of the City of Compton to publish a notice of unclaimed monies, after the three-year period, for individual items of \$15 or more. The Controller's Office will submit a report to the legislative body at least annually to obtain authorization to transfer unclaimed monies qualifying for escheatment to the General Fund revenue account group.

9.12.2 Procedures

1. Individual items of less than fifteen dollars (\$15), or any amount if the depositor's name is unknown, which remained unclaimed in the Treasury or in the custody of the City for the period of one year may be transferred to the General Fund by the legislative body without the necessity of publication of a notice in a newspaper.
2. Individual items \$15.00 or more, when the depositor's name is known, must be published at any time after the expiration of a three-year period, once a week for two consecutive weeks in a newspaper of general circulation, as notification that the money will become the property of the City after a designated date if left unclaimed. The designated date must not be for less than forty-five days or more than sixty days after the first publication of the notice. The notice shall state the amount of the money, and the fund in which it is held.
3. A party of interest may file a claim with the treasurer before the designated date the unclaimed money becomes the property of the Agency. The claim must include the claimant's name, address, amount of claim, the grounds on which the claim is founded and any other information that may be required by the City. The treasurer shall accept or reject the claim.
4. If the claim is rejected by the treasurer, the party who submitted the claim may file a verified complaint seeking to recover all, or a designated part, of the money in a court of competent jurisdiction within the county in which the notice is

Section:	9	PURCHASING POLICY
Policy:	9.12	Unclaimed Funds (and Escheatment)

published, and serves a copy of the complaint and the summons issued thereon upon the treasurer. The copy of the complaint and summons shall be served within 30 days of receiving notice that the claim was rejected. The treasurer shall withhold the release of the portion of unclaimed money for which a court action has been filed as provided in this section until a decision is rendered by the court.

5. If a claim is accepted or court ordered, a new check will be issued by the Controller's Office in the approved or ordered amount to the claimant. All original supporting documents and claim forms shall be attached to the check backup and filed with the Controller's Office. The new check will be included on the next warrant run and posted to the stale-dated account.
6. Escheatment to the General Fund will occur if a verified claim is not filed by the designated date. The designated date must not be for less than forty-five or more than sixty days after the first publication of the notice.
7. The legislative body will be provided with a list of checks qualifying for escheatment, by resolution, at least once per year. Upon approval of the resolution, the Controller's Office will prepare a journal voucher to transfer funds to the General Fund from the escheated funds.
8. At least one of the following notations shall be made on all back-up:
 - a. Unclaimed Monies- "Published on _____ by _____.
Escheated to the general fund per Resolution No. _____ dated _____."
 - b. Approved or court ordered Claimed Monies requests shall:
 - i. Include attachment of original backup and claim form to the re-issued check.
 - ii. Void back up- "This check was voided for the following reason _____ - see reissue Check No. _____."
 - iii. Re-Write – "This is a re-issue of the Check No. _____ which was voided for the following reason _____."

Section:	10	REVENUE POLICIES
Policy:	10.1	Revenues

10 REVENUE POLICIES

10.1 Revenues

10.1.1 General

1. Revenue is the actual amount of resource available to the City and its residents to support City services, maintenance, and improvement. The City of Compton will make every attempt to safeguard its existing revenue sources while seeking to grow new sources of revenue.

Section:	10	REVENUE POLICIES
Policy:	10.2	Accepting New Grant Funding

10.2 Accepting New Grant Funding

10.2.1 Financial Policy

1. The City of Compton will proactively seek out new sources of Grant and other similar funding to support the City development priorities. The City will only accept new grants or other similar funding through City Council adoption by resolution.

10.2.2 Procedures

1. Grants and other similar funding sources will be analyzed by the requesting department to determine:
 - a. If the intended use is beneficial to the City of Compton
 - b. If there will be any reoccurring operating costs
 - c. If there are match requirements
 - d. How it can be scheduled within the CIP, if a capital project
 - e. How the City can fund any reoccurring operating costs or match requirements
2. The grant analysis shall be prepared and presented to City Council prior to the grant or other similar funding source being accepted. City Council will review the grant analysis, determine if it matches with the goals of the City, and adopt the grant or other similar funding by resolution if the City Council's decision is to accept it.
3. Note that to appropriate funds received from a new grant source (and therefore to approve a grant) an appropriation resolution must be adopted by City Council. These appropriation resolutions should also include any grant match requirements and how these funds will be appropriated by the City.

Section:	10	REVENUE POLICIES
Policy:	10.3	Meeting Grant Requirements

10.3 Meeting Grant Requirements

10.3.1 Financial Policy

1. The City of Compton shall ensure that the terms and conditions required by Grants and other similar sources of funding are met in full.

10.3.2 Procedure

1. All grant agreements that the City enters into will be reported to the Planning / Economic Resource Development (Planning/ERD) department and the City Controller's Office.
2. Departments that receive grant funding must ensure that they are compliant with all grant requirements.
3. The Planning/ERD department will track all grants entered into by the City, and will perform the following functions:
 - a. Prepare reports of outstanding grants for the City Manager's Office, at least on a quarterly basis.
 - b. Ensure compliance with all grant requirements, and work with affected City departments as necessary. Any issues with Grant compliance that are not resolved will be reported to the City Manager's Office on a monthly basis.
 - c. Encourage departments to utilize grant funding in a timely manner and for appropriate activities.
 - d. Perform other Grant management duties as appropriate (these steps are not meant to be an all inclusive list).

Section:	10	REVENUE POLICIES
Policy:	10.4	Timely usage of Grants

10.4 Timely usage of Grants

10.4.1 Financial Policy

1. The City of Compton will utilize grant and other similar funding it has been awarded within a timely manner so that residents receive its full benefit, so that it is not allowed to expire, and so that it is scheduled rather than used in a haphazard way.

Section:	10	REVENUE POLICIES
Policy:	10.5	Review of Grant Financial Communications

10.5 Review of Grant Financial Communications

10.5.1 Financial Policy

1. Any communication or report that involves City of Compton accounting or finances that is to be submitted to a grantor organization shall, prior to submission, be given to and reviewed by the City Controller's Office.

Section:	10	REVENUE POLICIES
Policy:	10.6	Revenue Diversification

10.6 Revenue Diversification

10.6.1 Financial Policy

1. The City of Compton will seek to diversify and expand its revenue base to reduce the dependence on a limited number of revenue sources. City revenues may fluctuate with the local and national economy, and emergency or unpredictable circumstances may suddenly diminish existing revenue sources. The more diverse the revenue sources available to the City, the less the City will be impacted by interruption to one or more revenue sources.

Section:	10	REVENUE POLICIES
Policy:	10.7	Fees and Charges

10.7 Fees and Charges

10.7.1 Financial Policy

1. The City of Compton will levy fees to support the total cost of operations for which the fees are charged, including all direct and indirect operating costs, maintenance, and future capital costs. The department responsible for each fee shall on an annual basis evaluate the completeness of the fee schedule in recovering all costs from the associated operations and shall present its findings to the City Manager. The City Manager will report these findings to the City Council if action is required or as needed. The City Manager may opt to present these findings during the annual budget process.

Section:	10	REVENUE POLICIES
Policy:	10.8	Use of One-Time Revenues

10.8 Use of One-Time Revenues

10.8.1 Financial Policy

1. It is the intention of the City of Compton that, under normal circumstances, unrestricted one-time revenues shall not be used to support the funding of existing city operations or expansion of city services that would require reoccurring annual funding not provided for by the one-time revenue source.

Section:	10	REVENUE POLICIES
Policy:	10.9	Use of Unpredictable Revenues

10.9 Use of Unpredictable Revenues

10.9.1 Financial Policy

1. An unpredictable revenue source is defined as a revenue stream that cannot be accurately estimated, and therefore appropriated, to within a ten (10%) percent error margin. It is the intention of the City of Compton to not appropriate unpredictable revenue sources at their full estimated value to support the funding of existing city operations or expansion of city services that would require reoccurring annual funding not consistently provided for by the revenue source.

10.9.2 Procedures

1. An unpredictable revenue source may be appropriated to support the funding of existing city operations or expansion of city services that would require reoccurring annual funding if it is estimated, and therefore appropriated, at the lowest possible extreme of the error margin to its estimated value. When an unpredictable revenue source is appropriated at the lowest possible extreme of the error margin to its estimated value, any actual revenue that is received by the City in addition to the appropriated amount may be treated as an additional One-Time Revenue within the current fiscal year.

Section:	11	ACCOUNTING, AUDITING AND FINANCIAL REPORTING
Policy:	11.1	Journal Entry Review and Approval

11 ACCOUNTING, AUDITING AND FINANCIAL REPORTING

11.1 Journal Entry Review and Approval

11.1.1 Financial Policy

1. A journal entry is an entry or transaction in the general ledger to book amounts for assets, liabilities, expenses, and revenues. It is the policy of the Controller's Office to have all journal entries processed, reviewed and approved by the appropriate staff in the Controller's Office.

11.1.2 Procedures

1. Journal entry descriptions should clearly explain the purpose of the entry – do not just simply explain entries in such terms as to correct error, transfer, recovery, etc.
2. All transactions should be recorded in terms of debits and credits to specific accounts
3. The recording date should be included on the entry
4. Titles used in entries should correspond to titles of accounts in the general ledger
5. Journal entries should be fully supported by documentation and should include, but not limited to account analysis
6. All entries MUST include preparer's name
7. All entries MUST be logged and filed

11.1.3 Review and Approval Process

1. All journal entries MUST be reviewed by the Internal Auditor and approved by the City Controller or Deputy City Controller to ensure that each entry is properly coded, complies with accounting principles and standards, provides a clear reason as to why the journal entry is required, procedures have been followed, and appropriate back-up documentation is attached to the journal entry.
2. When the journal entry has been reviewed by the Internal Auditor and approved by the City Controller or Deputy City Controller, the entries will be posted to the general ledger by the Senior Accountant.

Section:	11	ACCOUNTING, AUDITING AND FINANCIAL REPORTING
Policy:	11.2	Year-End Closing

11.2 Year-End Closing

11.2.1 Financial Policy

1. It is the policy of the Controller's to preliminarily close its accounting records by September 30th of each year so that audit fieldwork can commence by October 15th of each year.

11.2.2 Procedures

1. Year End Closing of Accounting Records
 - a. The closing of the account year shall be accomplished no later than September 30th of each year. The closing shall include the posting of all: a) required adjusting journal entries; b) administrative overhead allocations; c) accruals; d) interfaces from other software systems posted, if necessary; and e) required reports processed to prepare the system-generated annual financial reports.
2. Accounts Payable
 - a. The Accounts Payable ledger (detail) must be reconciled to the corresponding balance(s) in the General ledger. Documentation confirming these reconciliations should be maintained as back-up for the reconciliation.
3. Accounts Receivable
 - a. The Accounts Receivable ledger (detail) must be reconciled to the corresponding balance(s) in the General ledger. Documentation confirming these reconciliations should be maintained as back-up for the reconciliation.
4. Capital Assets
 - a. The Capital Assets ledger (detail) must be reconciled to the corresponding balance(s) in the General ledger. Depreciation and additions and deletions should be recorded to update the fixed assets files. Documentation should be maintained as back-up to verify journal entries.
5. The fiscal closing operation is comprised of two phases:
 - a. Preparation of accounts/funds for fiscal year end closing using the following steps:
 - i. Departmental analysis of fund activity and balances to determine necessary adjustments
 - ii. Review and recording of revenue and expenditure accruals, changes in long-term debt, etc.
 - iii. Record changes in Capital Assets

Section:	11	ACCOUNTING, AUDITING AND FINANCIAL REPORTING
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Policy:	11.2	Year-End Closing
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- b. Preparation of financial reports for the fiscal year concluded
- 6. A summary of activities required for the preliminary year-end closing is attached as follows:

Section:	11	ACCOUNTING, AUDITING AND FINANCIAL REPORTING
Policy:	11.2	Year-End Closing

**Summary of Activities for
Year End Closing**

DEPARTMENTAL ACTION	DUE DATE	DESCRIPTION OF ACTION	POSITION(S) RESPONSIBLE
Accounts payable accruals	15-Sep	Prepare journal entries to accrue year end expenses	Internal Auditor
Accounts payable reconciliation	15-Sep	Reconcile accounts payables in each fund	Internal Auditor
Accounts receivable accruals	15-Sep	Prepare journal entries to accrue year end account receivables such as water, trash, etc.	Accountant I/Accountant II
Analysis of fund activity and balances to determine necessary adjustments	1-Sep	Review financial reports to determine errors and omissions	City Controller/Deputy City Controller
Bank Reconciliations	15-Sep	Verify that all bank accounts have been reconciled	Accountant I/Accountant II
Capital Assets	15-Sep	Depreciation and inventory update of land, equipment, infrastructure, vehicles, and buildings	Accountant II
General Long-Term Debt	15-Sep	Increase/decrease of debt obligations	Internal Auditor
Grants receivable accruals	15-Sep	Prepare journal entries to accrue year end grants receivable	Accountant I/Accountant II
Payroll Accruals	15-Sep	Prepare journal entries to accrue year end payroll expenses	Accountant II
Taxes receivable	15-Sep	Prepare journal entries to accrue year end grants receivable	Accountant I/Accountant II
Year-End financial reports	15-Sep	Expenditure, revenue, trial balance, balance sheet, income statement reports	Deputy City Controller

Section:	11	ACCOUNTING, AUDITING AND FINANCIAL REPORTING
Policy:	11.3	Recording and Updating of Rehabilitation and First-Time Home Buyer Loans

11.3 Recording and Updating of Rehabilitation and First-Time Home Buyer Loans

11.3.1 Financial Policy

1. The City of Compton offers several types of housing rehabilitation (rehab) and first-time home buyer programs. The rehab programs provide assistance to low- and moderate-income families for home improvements. Rehab programs address the goal of improving neighborhoods by preserving the City's aging housing stock. First-time home buyer programs provide families the opportunity to own their first home when they may have been unable to do so otherwise. Therefore, it is the policy of the City to record all loans by expensing loan disbursements via accounts payable; providing a list of outstanding loans; recording loan recipient payments; and recording all outstanding loans in the general ledger.

11.3.2 Procedures

1. The requesting department submits loan disbursement request with appropriate documentation to accounts payable. Accounts payable should include the loan recipient's name as part of the description on the check
2. The staff person responsible for the accounting of loan programs should update the outstanding loan list relative to new loans and loan payments on a monthly basis
3. The loan list should include each recipient's name; address; loan amount; terms of loan (i.e. interest rate, period of loan, etc.); year-to-date payments, if appropriate; and outstanding balance due
4. Interest, when required, should be calculated based on terms in loan agreement, and loan list should be updated to reflect changes in recipient's outstanding balance due to the City
5. Loan repayments should be recorded as program income to the appropriate fund
6. Loan payments should be recorded monthly to reflect changes in the outstanding balances
7. The general ledger should include in the appropriate fund, a loans receivable and liability account such as deferred revenue that reconciles with the Outstanding Loans List.

Section:	11	ACCOUNTING, AUDITING AND FINANCIAL REPORTING
Policy:	11.3	Recording and Updating of Rehabilitation and First-Time Home Buyer Loans

8. The Community Redevelopment Department maintains the Outstanding Loans List, makes appropriate updates to it, and provides it to the Controller's Office on a monthly basis. The Controller's Office will maintain a current copy of the list on file.
9. On a quarterly basis, (a) the Controller's Office will reconcile the General Ledger with Outstanding Loans List and (b) the Community Redevelopment Department will reconcile the Outstanding Loans List with HUD's IDIS records.

Section:	11	ACCOUNTING, AUDITING AND FINANCIAL REPORTING
Policy:	11.4	Annual Financial Audit

11.4 Annual Financial Audit

11.4.1 Policy Reference

1. Independent Audit. The City Council shall employ, at the beginning of each fiscal year, a qualified accountant who, at such time or times as may be specified by the City Council, shall examine the books, records, inventories and reports of all officers and employees who receive, handle or disburse public funds and of such other officers, employees or departments as the City Council may direct. At the end of the year, a final audit and report shall be submitted by such accountant to the City Council, one copy thereof to be distributed to each member, one to the City Manager, City Controller, City Treasurer, and City Attorney, respectively, and three additional copies to be placed on file in the office of the City Clerk where they shall be available for inspection by the general public (Charter Sec. 1419).

11.4.2 Financial Policy

1. Said auditor/accountant shall have financial independence from the City of Compton and from the outcome of the audit.

Section:	11	ACCOUNTING, AUDITING AND FINANCIAL REPORTING
Policy:	11.5	Management Response to Audit Comments

11.5 Management Response to Audit Comments

11.5.1 Financial Policy

1. The City Controller will review any comments made as a result of the annual audit and create a response to each comment for inclusion in the final annual report. The responses will provide a management explanation, provide a plan for the City to investigate further, and/or provide a plan for the City to implement appropriate changes. The City Controller will provide the City Manager with the audit responses, prior to their final submission. The City Manager may review the audit responses and suggest adjustments as appropriate.

Section:	11	ACCOUNTING, AUDITING AND FINANCIAL REPORTING
Policy:	11.6	Accounting Policies as Described in Financial Statements

11.6 Accounting Policies as Described in Financial Statements

11.6.1 Financial Policy

1. It is the intention of the City of Compton to maintain current financial policies and descriptions of financial procedures in the Audited Financial Statements as recommended by the external auditors. The City Controller's Office will work with the external auditors to keep these descriptions current and accurate.

WARRANTS APPROVED BY COUNCIL

<u>Warrant #</u>	<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
176485	6/25/09	Kelly Lytton & Williams LLP	Legal Services	\$11,910.00
			Requested by: City Attorney	
176434	6/24/09	General Pump Services Inc.	Evaluate and repair wells	\$195,954.57
			Requested by: Water Dept.	

I hereby certify that the above demands in the amount of \$207,864.57 were approved at a regular meeting of the City Council and reject _____ as of June 30, 2009.

Council Member

Council Member

City Manager

I hereby certify that the Finance Committee at a regular meeting of the City Council on June 30, 2009 allowed the above demands.

Alita Godwin
City Clerk

WARRANTS APPROVED BY COUNCIL

<u>Warrant #</u>	<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
176091	6/22/09	Conching Enterprices Inc.	Hazmat Pick up	\$3,003.25

Requested by: Public Works

I hereby certify that the above demand in the amount of \$3,003.25 was approved at a regular meeting of the City Council and reject _____ as of June 30, 2009.

Council Member_____
Council Member_____
City Manager

I hereby certify that the Finance Committee at a regular meeting of the City Council on June 30, 2009 allowed the above demand.

Alita Godwin
City Clerk

