Gloria Olmos, Mayor
Gracie Retamoza, Mayor Pro Tem
Manuel Acosta, Councilmember
Richard Angel, Councilmember
Hector Delgado, Councilmember

Anthony R. Taylor, City Attorney
Rachel Barbosa, City Manager
Donna G. Schwartz, City Clerk

CITY OF SOUTH EL MONTE

REGULAR MEETING OF THE SOUTH EL MONTE CITY COUNCIL

AGENDA

November 10, 2020 at 6:00 PM
City Council Chambers
1415 Santa Anita Avenue
South El Monte, CA 91733

EFFECTIVE SEPTEMBER 8, 2020
City Councilmembers have returned to City Hall to Conduct City Council Meetings. These Meetings are <u>not</u> Open to the Public until Further Notice.

*****SPECIAL NOTICE REGARDING COVID-19*****
On March 17, 2020, Governor Newsom issued Executive Order N-29-20 in response to the COVID-19 pandemic, which authorizes the City Council to hold public meetings via teleconferencing and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe and to address the local legislative body. All requirements of the Brown Act requiring the physical presence of Council Members, staff, or the public as a condition of participation in or quorum for a public meeting have been waived.
Public participation will be allowed via the information below.

TELECONFERENCE
Members of the public will have access to listen to and participate in the meeting by calling-in at the information below. Teleconference participation shall be available to the public at the following USA Toll-Free number,
1-888-204-5987, Access Code: 9671457.

LIVE TELECAST
The public may also view a live telecast online at
www.cityofsouthelmonte.org/129/City-Council-Agendas-Minutes

GENERAL COMMENT
Members of the public wishing to submit a general comment or a comment on an agenda item, can email dschwartz@soelmonte.org or call (626) 579-6540 to leave a voicemail message. All comments received an hour before the scheduled meeting will be added to the City Council agenda as part of the public comment.

MEETINGS

The City Council holds regular meetings on the second and fourth Tuesday of every month. Regular meetings start at 6 p.m. in the Council Chambers at City Hall, 1415 N Santa Anita Avenue, South El Monte, California. Special and Adjourned Regular meetings start time are to be determined.

POSTING LOCATIONS OF AGENDA AND/OR CANCELLATION NOTICES

Regular and Adjourned Regular meeting agendas will be posted at least 72 hours before the meeting (GC 54954(a)(1)).

Agenda and Cancellation Notices can be viewed online and are also posted at the following three (3) locations: City Hall located at 1415 Santa Anita Avenue, Senior Center located at 1556 Central Avenue and the Community Center located at 1530 Central Avenue, South El Monte, California.

VIEWING OF AGENDA PACKETS

Full agenda packet can be viewed either at www.cityofsouthelmonte.org/129/City-Council-Agendas-Minutes or in the City Clerk's Office during normal business hours Monday through Thursday 7:00 a.m. to 5:30 p.m. Closed on Fridays and major holidays.

ISSUES RELATED TO AGENDA

For issues related to the agenda, including a disability-related accommodation necessary to participate in this meeting, please contact Donna G. Schwartz, CMC, City Clerk at (626) 579-6540 ext. 3280 or (626) 274-0412 Cell or Paola Lara, Deputy City Clerk at (626) 579-6540 ext. 3220 or (626) 522-5341 Cell.

[Agenda Begins on the Following Page]

1. **ROLL CALL** Councilmembers: Acosta, Angel, Delgado, Retamoza, and Mayor Olmos

2. **PLEDGE OF ALLEGIANCE** Councilmember Richard Angel

3. **INVOCATION** Accounting Technician, Brianna Badar

4. **PRESENTATIONS**

   4.a. **"ENERGY CHAMPION AWARD," PRESENTED TO CITY OF SOUTH EL MONTE ON BEHALF OF SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS**

   4.b. **PRESENTATION ON FISCAL YEAR 2018 -2019 FINANCIAL AUDIT RESULTS**

   The Certified Public Accounting firm of CWDL was selected by the City through an RFP process to perform the independent audit of the City's books and records. Fiscal year 2018-2019 is the first year of their engagement. As part of their audit process, various steps were performed including transaction testing, an internal control review, confirmations, and analytical procedures in order to provide an opinion on the City's financial statements. The City received a "clean opinion", which recognizes that the books and records are properly reflected in accordance with Generally Accepted Accounting Principles. While performing their audit there were four material weaknesses and four significant deficiencies identified. Each of these will be reviewed and addressed by Staff who will report back to City Council on how they will be corrected.

   RECOMMENDED ACTION: Staff recommends City Council receive and file the report.

5. **APPROVAL OF THE AGENDA AND WAIVER OF FULL READING OF ORDINANCES**

   By motion of the City Council, this is the time to notify the public of any changes to the agenda, remove items from the consent calendar for individual consideration and/or rearrange the order of the agenda.

6. **PUBLIC COMMENT**

   Speakers may provide public comment on any matter within the subject matter jurisdiction of the City Council, including items on the agenda. Each speaker may speak up to five minutes. With respect to non-public hearing items, speakers shall provide their comments at this time. With respect to public hearing items, speakers are encouraged to speak during public hearing if they want their comments to be included in the record. Unless a majority of the Council objects, the Mayor may provide speakers more or less time to speak. Any documents for review should be presented to the City Clerk for distribution.

7. CONSENT CALENDAR

Items on the consent calendar are considered to be routine and customary and are enacted by a single motion with the exception of items previously removed by a member of the City Council during "Approval of the Agenda" for individual consideration. Any items removed shall be individually considered immediately after taking action on the Consent Calendar.

7.a. ADJOURNED REGULAR CITY COUNCIL, REGULAR CITY COUNCIL, AND SPECIAL CITY COUNCIL MEETING MINUTES

Staff seeks Council approval of the Minutes for the Adjourned Regular, Regular City Council, and Special City Council Meetings of October 27, 2020.

RECOMMENDED ACTION: Staff recommends City Council approve the above referenced minutes.

7.b. WARRANTS

Authorizing payment of City expenditures for the period of October 28, 2020 through November 10, 2020 totaling $442,695.15

RECOMMENDED ACTION: Staff recommends City Council adopt Resolution No. 20-119, authorizing payment of City expenditures.

7.c. ADOPT RESOLUTION NO. 20-120, APPROVING AMENDMENT NO. 9 TO THE AGREEMENT WITH THE COUNTY OF LOS ANGELES FOR THE ELDERLY NUTRITION PROGRAM SERVICES FOR FISCAL YEAR 2019-2020

On July 1, 2016, a four-year agreement between the County of Los Angeles through its Department of Workforce Development, Aging and Community Services (the "County") and the City of South El Monte (the "City") was entered into to assist with the funding for the City's Elderly Nutrition Program Services (the "Agreement"). This Amendment will increase the allocated baseline funding from $260,361 to $294,650 resulting in an increase of $34,289 for Fiscal Year (FY) 2019-20 only. The $31,000 will be allocated through the Older Americans Act ("OOA") Title III B (Supportive Services and Senior Centers) Disaster Relief funding

RECOMMENDED ACTION: Staff recommends City Council adopt Resolution No. 20-120, approving Amendment No. 9 to the Agreement and authorizing the City Manager to execute the agreement.

7.d. CONSIDERATION OF A BLUE CURB FEE WAIVER REQUEST BY RICHARD GALVEZ FOR 10310 FERN STREET

The City received a written request from Mr. Richard Galvez asking the City to waive all fees for the installation of a disabled blue curb parking spot in front of his home due to financial hardship.

RECOMMENDED ACTION: Staff recommends City Council approve the request to waive the $400 installation fee and the annual renewal fee of $25.

7.e. CONSIDERATION OF RESOLUTION NO. 20-121, APPROVING PROJECT ACCEPTANCE AND COMPLETION FOR THE SENIOR CENTER WOMEN & MEN'S RESTROOM RENOVATION PROJECT FUNDED BY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

Senior Center Women & Men's Restroom Renovation Project was completed in compliance with the plans and specifications by Urban Professional Builders, Inc. The work included renovation of existing women and men's restroom facilities at the Senior Center. The final cost for the construction work completed by Urban Professional, Inc. is $76,800.

RECOMMENDED ACTION: Staff recommends City Council adopt Resolution No. 20-121, accepting the improvements for the Senior Center Women & Men's Restroom Renovation Project and authorize the City Clerk to record the Notice of Completion. Upon approval, staff will file standard Notice of Completion at County Recorder's Office and release retention accordingly.

7.f. CONSIDERATION OF RESOLUTION NO. 20-122, APPROVING AMENDMENT NO. 3 TO THE AGREEMENT WITH THE COUNTY OF LOS ANGELES FOR THE ELDERLY NUTRITION PROGRAM SERVICES

On July 1, 2020, a one-year agreement between the County of Los Angeles through its Department of Workforce Development, Aging and Community Services (the "County") and the City of South El Monte (the "City") was entered into to assist with the funding for the City's Elderly Nutrition Program Services (the "Agreement"). This Amendment will increase the allocated baseline funding from $309,000 to $404,000 resulting in an increase of $21,000 for Fiscal Year (FY) 2020-21 only. The $95,000 will be allocated through supplemental Federal Coronavirus Aid, Relief, and Economic Security Act ("CARES") funding.

RECOMMENDED ACTION: Staff recommends the City Council adopt Resolution No. 20-122, approving Amendment No. 3 and authorizing the City Manager, or her designee, to execute the same.

8. PUBLIC HEARINGS – None.

9. GENERAL BUSINESS

9.a. <u>CONSIDERATION OF RESOLUTION NO. 20-123, APPROVING A COOPERATIVE AGREEMENT BETWEEN CITY OF SOUTH EL MONTE AND CITY OF EL MONTE FOR THE CONSTRUCTION OF CERTAIN STREET IMPROVEMENTS AND APPROVING AN ADDITIONAL $228,430 IN MEASURE M FUNDS FOR THE PROJECT</u>

In June of this year, the City of El Monte contacted the City of South El Monte regarding a cost sharing on certain street improvements that are common to both cities along Fern Street between Chico Avenue and Continental Avenue. The total project cost is estimated at $1,329,530. South El Monte's share is estimated at $644,130.

RECOMMENDED ACTION: Staff recommends City Council adopt Resolution No. 20-123, approving the Cooperative Agreement with the City of El Monte for the construction of certain streets improvements in the City of South El Monte. The streets include Fern Street between Chico and Continental. Approve allocating an additional $228,430 in Measure M funds for this project.

9.b. <u>CONSIDERATION OF RESOLUTION NO. 20-124, AUTHORIZING THE SUBMISSION OF THE 2020-2021 ANNUAL EXPENDITURE PLAN (ANNUAL PLAN) FOR THE SAFE, CLEAN WATER (SCW) PROGRAM AND APPROVE CREATION OF NEW SEPARATE FUND NUMBER 70 TO TRACK FUNDS RECEIVED AND EXPENDITURES</u>

The SCW Program is intended to improve water quality in a manner that achieves additional benefits such as increasing water supply and investing in the health and well-being of Los Angeles County communities.

RECOMMENDED ACTION: Staff recommends City Council approve Resolution No. 20-124 authorizing the City Manager to submit the SCW Program Annual Plan to the Flood Control District. and approve Finance Department's creation of new separate Fund number 70 to track funds received and expenditures. Along with the executed fund transfer agreement, the Annual Plan must be submitted to receive the City's 2020/2021 SCW Program funding for water quality projects and programs. The City's 2020-2021 municipal fund is estimated to be $450,000.

9.c. <u>STATUS UPDATE, DISCUSSION AND FURTHER DIRECTION ON ASSEMBLY BILL (AB 571) - CAMPAIGN CONTRIBUTION LIMITS BEGINING JANUARY 1, 2021</u>

10. COMMITTEE REPORTS, INCLUDING AB 1234 REPORTS

AB 1234 requires that councilmembers must briefly report, orally or in writing, on meetings attended at City expense (for example, Contract City and League of California Cities Conferences, ICSC conferences, etc.) at the City Council meeting following the meeting.

11. CORRESPONDENCE

DISCUSSION/DIRECTION OF CORRESPONDENCE FROM THE SOUTH EL MONTE EMPLOYEES ASSOCIATION FOR SPONSORSHIP FOR AN EMPLOYEE LUNCH/RECOGNITION TRUCK IN LIEU OF A HOLIDAY RECOGNITION PARTY DUE TO COVID-19 PANDEMIC

The South El Monte Association has a yearly Employee Recognition Awards and Holiday party for employees sponsored by the City of South El Monte. Due to Covid-19 the party is being cancelled and an IN-N-OUT truck will provide employees a Christmas lunch. The IN-N-OUT truck is $2000 plus tax and will provide 100 meals to all employees.

RECOMMENDED ACTION: Staff recommends City Council approve the allocated sponsorship from account 01-100-1050-5940.

12. COUNCILMEMBERS' AGENDA

12.a. MAYOR GLORIA OLMOS

1. Discussion and/or Action - Turkey Giveaway - City Partnership with Pastor Charlie to host a drive-thru Turkey Giveaway at the Community Center back parking lot on Monday, November 23rd beginning at 2pm. City Staff will provide decorations and delineators for the parking lot area.

2. Discussion and/or Action - Canvassing fraud and misrepresentation of tax measure and Census information.

3. Discussion and/or Action - Look into rezoning property lines for potential businesses coming into the city.

13. CLOSED SESSION

13.a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION GOVERNMENT CODE SECTION 54956.9(D)(1)

Robert Ramirez vs. City of South El Monte
Case No. 20STLC08015

14. ADJOURNMENT Tuesday, December 8, 2020, 5:30 p.m.

I Donna G. Schwartz, hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted not less than 72 hours at City of South El Monte City Hall, Senior Center and Community Center and made available at www.cityofsouthelmonte.org on this 5th day of November 2020.

Donna G. Schwartz

CMC, City Clerk

City Council Agenda Report

Agenda Item No. 4.b.

DATE: November 10, 2020

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rachel Barbosa, City Manager

SUBMITTED BY: William Fox, Interim Finance Director

SUBJECT: PRESENTATION ON FISCAL YEAR 2018 -2019 FINANCIAL AUDIT RESULTS

SUMMARY: The Certified Public Accounting firm of CWDL was selected by the City through an RFP process to perform the independent audit of the City's books and records. Fiscal year 2018-2019 is the first year of their engagement. As part of their audit process, various steps were performed including transaction testing, an internal control review, confirmations, and analytical procedures in order to provide an opinion on the City's financial statements. The City received a "clean opinion", which recognizes that the books and records are properly reflected in accordance with Generally Accepted Accounting Principles. While performing their audit there were four material weaknesses and four significant deficiencies identified. Each of these will be reviewed and addressed by Staff who will report back to City Council on how they will be corrected.

RECOMMENDATION: Staff recommends City Council receive and file the report.

ATTACHMENTS:

Audit Presentation - City of South El Monte.pptx

Final Audit Update

City of South El Monte

June 30, 2019

CITY OF ACHIEVEMENT

Table of Contents:

Letter to the City Council and Management:

City of South El Monte
City Council

We appreciate the opportunity to discuss with you various elements related to planning and performing our audit services, and gaining an understanding of your expectations of us.

We will discuss with you how we plan to perform our audit to meet your needs, share our proposed client service plan, and review other key issues related to the audit. It is our philosophy to continually improve the quality of our service. We look forward to any comments you or others may have on our service. This client service plan should be considered a working document which will be updated during our meeting. We welcome your recommendations for additions or changes so that we can best meet all of your needs. An engagement letter for our services will provide a complete description of the services to be provided with the related terms and conditions.

Thank you for the opportunity to discuss our audit plan. We look forward to working with you.

Sincerely,

CWDL, Certified Public Accountants

CWDL, Certified Public Accountants

Client Service Team:

John Dominguez, CPA, CFE, CGMA – Signing Partner

- John is the engagement partner who will oversee all aspects of the audit and will hold responsibility for signing the reports. John or Dennis will lead 100% of audit work and are responsible for communication with City management.

Dennis Maschke, CPA, MBA – Lead Engagement Partner

- Dennis will oversee the audit service plan, deliverables and will perform the second partner review on all audit work.

Ben Leavitt, CPA, CFE – Engagement Quality Control

- In addition to performing various areas of fieldwork, Ben will be tasked with supervising the engagement fieldwork team and reviewing all deliverables.

Steven Currie, CPA – Engagement Manager

- Steven will be responsible for supervising the engagement seniors and staff and performing various areas of fieldwork.

•Dan Johnson, CPA – Lead Engagement Senior

- Dan will be responsible for supervising the engagement staff and performing various areas of fieldwork.

Services and Deliverables:

Annual Audit Report

- Audit of the City's financial statements for the year ending June 30, 2019.

Governance Communication

- Governance communication letter describing significant audit areas such as accounting estimates, financial statement disclosures, misstatements, interactions with management and other matters.

Internal Control Communication

- Internal Control Communication letter describing significant deficiencies and material weaknesses identified during the audit.

•State Controller's Report

- We will provide assistance with the preparation and submission of the City's Annual Financial Transactions report.

•Appropriations Limit

Accounting and Audit Updates:

GASB No. 84, Fiduciary Activities:

- Effective date - Reporting periods beginning after Dec. 15, 2019 (Fiscal year 2020-21)
- Application method – Going forward
- The requirements of this Statement will enhance consistency and comparability by (1) establishing specific criteria for identifying activities that should be reported as fiduciary activities and (2) clarifying whether and how business-type activities should report their fiduciary activities.

Accounting and Audit Updates:

GASB No. 87, Leases:

- Effective date - Reporting periods beginning after Jun. 15, 2021 (Fiscal year 2021-22)
- Application method – Retrospective but a hybrid approach to ease the burden on the City.
- Under current governmental accounting standards operating leases are expensed, and the corresponding asset may or may not be included on the City fixed asset listing. Under this new standard, all leases require the reporting of a lease liability and a lease asset.

Required Auditor Communication:

Professional standards require that we communicate certain matters to keep you adequately informed about matters related to the financial statement audit that are, in our professional judgment, significant and relevant to your responsibilities in overseeing the financial reporting process. We communicate such matters in this report.

AUDITOR'S RESPONSIBILITY UNDER AUDITING STANDARDS GENERALLY ACCEPTED IN THE UNITED STATES OF AMERICA

Our responsibility is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in conformity with accounting principles generally accepted in the United States of America. The audit of the financial statements does not relieve you of your responsibilities and does not relieve management of their responsibilities. Refer to our engagement letter with the City for further information on the responsibilities of management and of CWDL, Certified Public Accountants.

AUDITOR'S RESPONSIBILITY UNDER GOVERNMENT AUDITING STANDARDS

As part of obtaining reasonable assurance about whether the City's financial statements are free of material misstatement, we performed tests of the City's compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts or disclosures. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

These audits do not relieve management or the Audit Committee of your responsibilities.

Required Auditor Communication:

Our audits are designed to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether caused by error, fraudulent financial reporting or misappropriation of assets.

These audits include:

- Examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements.
- Obtaining an understanding of internal control over financial reporting, and testing and evaluating the compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters.
- Assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.
- Communicating significant matters related to the audit to the Audit Committee.
- Accordingly, our audits are designed to obtain reasonable, rather than absolute, assurance about the financial statements. We believe that our audits will accomplish these objectives.
- Our understanding of the terms of the audit engagement are recorded in our engagement letter

The Audit Planning Process

Our audit approach places a strong emphasis on obtaining an understanding of how your City functions. This enables us to perform an appropriate risk assessment, identify key transaction cycles and audit components, and tailor our procedures to the unique aspects of your business. The development of a specific audit plan will begin by meeting with you and with management to obtain an understanding of business objectives, strategies, risks, and performance.

We will obtain an understanding of internal control to assess the impact of internal control on determining the nature, timing and extent of audit procedures, and we will establish an overall materiality limit for audit purposes. We will conduct formal discussions among engagement team members to consider how and where your financial statements might be susceptible to material misstatement due to fraud or error.

Required Auditor Communication:

We will use this knowledge and understanding, together with other factors, to first assess the risk that errors or fraud may cause a material misstatement at the financial statement level. The assessment of the risks of material misstatement at the financial statement level provides us with parameters within which to design the audit procedures for specific account balances and classes of transactions. Our risk assessment process at the account-balance or class-of-transactions level consists of:

- An assessment of inherent risk (the susceptibility of an assertion relating to an account balance or class of transactions to a material misstatement, assuming there are no related controls); and
- An evaluation of the design effectiveness of internal control over financial reporting and our assessment of control risk (the risk that a material misstatement could occur in an assertion and not be prevented or detected on a timely basis by the City's internal control).

We will then determine the nature, timing and extent of tests of controls and substantive procedures necessary given the risks identified and the controls as we understand them.

The audit planning process also includes inquiries of the audit committee as to whether it is aware of matters that might be relevant to the audit, including, but not limited to, knowledge of violations or possible violations of laws or regulations and complaints or concerns raised regarding financial reporting matters.

Required Auditor Communication:

The Concept of Materiality in Planning and Executing the Audit

In planning the audit, the materiality limit is viewed as the maximum aggregate amount of misstatements, which if detected and not corrected, would cause us to modify our opinion on the financial statements. The materiality limit is an allowance not only for misstatements that will be detected and not corrected but also for misstatements that may not be detected by the audit. Our assessment of materiality throughout the audit will be based on both quantitative and qualitative considerations. Because of the interaction of quantitative and qualitative considerations, misstatements of a relatively small amount could have a material effect on the current financial statements as well as financial statements of future periods. At the end of the audit, we will inform you of all individual adjustments that were recorded in the financial statements and all individual unrecorded misstatements (unless they are clearly inconsequential) aggregated by us in connection with our evaluation of our audit test results.

During the course of our audit, we make assessments of various business, fraud and IT controls risk factors and tailor our audit procedures such that areas representing higher risk receive appropriate audit emphasis.

Identified Risk Factors: We always deem management override of controls a risk factor and have included oversight and review of journal entries and preparation of financial statements as a risk factor for the 2018-19 audit. This simply means that we would like to test in a detailed manner the entries made to ensure that controls are in place and functioning as intended.

Financial Highlights:

Financial highlights from the fiscal year ending June 30, 2019:

- The City's government wide revenues exceeded expenses resulting in an increase to net position of $1,270,985.
- Ending net position was $26,625,963.
- General Fund ending fund balance increased by $1,454,571.
- General Fund ending fund balance was $5,961,213, of which $5,386,663 was designated unassigned and able to be spent for City appropriations.
- General Fund total expenditures were under budget by $961,153, in total.
- Total ending fund balance for all governmental funds is $17,976,457, an increase of $2,100,692 in comparison with the prior fiscal year.

Audit Results:

Material Weaknesses Identified:

- Finding 2019-001 – Financial Statement Preparation
  - As part of the audit process we assisted the city in preparing its formal financial statements including GASB 34 conversion entries.
  - Recommendation – Reconcile all accounts prior to finalization of the City's books and records, and eventually move to full preparation of the financials by City staff.

- Finding 2019-002 – Journal Entry Review
  - During our testing it was noted that there is not a formal review process for journal entries, resulting in an increased risk that a material error could go undetected.
  - Recommendation – Have a formal preparer and reviewer sign and date all entries.

<u>Audit Results:</u>

Material Weaknesses Identified, continued:

- Finding 2019-003 – Cash Reconciliations
  - We noted that cash accounts were not reconciled timeline, and proper review was not conducted by an individual independent of the preparer.
  - <u>Recommendation</u> – Reconcile all cash accounts within 30 days of the period close and include a formal preparer and reviewer signature and date on all reconciliations.

- Finding 2019-004 – Cutoff Procedures
  - We noted material errors in accounts payable and accounts receivable ledgers where prior year accruals were not reversed, and current year accruals were not recorded.
  - <u>Recommendation</u> – Develop a formal review procedure over cutoff.

Audit Results:

Significant Deficiencies Identified:

- Finding 2019-005 – Cash Receipting and Revenue Recognition
  - During our internal control assessment we noted that cash receipts were not always accumulated and reconciled to bank deposits, we noted one instance of receipt preparation after deposit date
  - Recommendation – all cash collected should be properly receipted at the time it was received. Additionally, all forms of revenue should be collected and reconciled to a deposit slip, and reconciled to the bank statement.

- Finding 2019-006 – Human Resources and Payroll
  - During our review of internal control procedures and tests of controls over payroll procedures we noted that for three of 25 payroll selections tested, the pay rate used, did not match the supporting salary schedules. Additionally, for one of 25 payroll selections made, a valid I-9 was not maintained.
  - Recommendation – We recommend the City develop internal control procedures to review salary schedules to actual pay and review employees files for required documents during the hiring processes and periodically for current employees.

Audit Results:

Significant Deficiencies Identified, continued:

- Finding 2019-007 – Credit Cards
  - During our review of internal control procedures and tests of controls over credit card transactions we noted that credit card user agreements were not always maintained, invoices to support purchases were sometimes missing, approvals were not always present on purchase documentation and purchases exceeded City guidelines.
  - Recommendation – Develop procedures so all cardholders sign a cardholder agreement and attend a training, so they understand the purchase limits and the procedures to make credit card purchases. Receipts and other supporting documentation should be maintained to support all purchases made and those purchases should be reviewed and approved by an appropriate supervisor or department head.

Audit Results:

Significant Deficiencies Identified, continued:

- Finding 2019-008 – Accounts Payable Disbursements
  - During our procedures we noted for three of 25 transactions tested checks were not signed by two City officials as designated in the City's policies and procedures. In addition, for seven of 25 accounts payable disbursements tested, invoices were not subsequentially stamped "paid" to prevent subsequent payment.
  - Recommendation – We recommend the City review its policies and procedures over accounts payable disbursements to ensure invoices are stamped "paid" to prevent subsequent use and that signatures match internal control requirements.

Forward Looking Audit Plan:

Consider impacts of Covid-19

- Identify new risks in operations and internal control
- Response and status update on corrective action plans
- Implement new/augment existing controls
- Monitor effectiveness of ICFR

We thank you for the opportunity to serve the Council, Management,
and the City of South El Monte.

John Dominguez
jdominguez@cwdl.com

Dennis Maschke
dmaschke@cwdl.com

Steven Currie
scurrie@cwdl.com

City Council Agenda Report

Agenda Item No. 7.a.

DATE: November 10, 2020

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rachel Barbosa, City Manager

SUBMITTED BY: Donna Schwartz, City Clerk

SUBJECT: ADJOURNED REGULAR CITY COUNCIL, REGULAR CITY COUNCIL, AND SPECIAL CITY COUNCIL MEETING MINUTES

SUMMARY: Staff seeks Council approval of the Minutes for the Adjourned Regular, Regular City Council, and Special City Council Meetings of October 27, 2020.

RECOMMENDATION: Staff recommends City Council approve the above referenced minutes.

ATTACHMENTS:
Minutes

CITY OF SOUTH EL MONTE
ADJOURNED REGULAR CITY COUNCIL MEETING - MINUTES
TUESDAY, OCTOBER 27, 2020

1. ROLL CALL

Mayor Olmos called the meeting to order at 5:33 p.m.

PRESENT: Councilmember(s): Acosta, Angel, Delgado, Retamoza, and Mayor Olmos.
ABSENT: None.

STAFF PRESENT: Anthony R. Taylor, City Attorney; Rene Salas, Deputy City Manager; Donna G. Schwartz, City Clerk; Colby Cataldi, Community Development Director; William Fox, Interim Finance Director; Ian McAleese, Assistant Planner and Paola Lara, Deputy City Clerk (Via teleconference).

Pursuant to Government Code Section 54953, Subdivision (B) and Governor Newsom's Executive Order N-25-20, dated March 12, 2020, and Executive Order N-29-20, dated March 17, 2020, Teleconference was provided for the Public and Zoom/Video was utilized By Councilmember Delgado, Mayor Pro Tem Retamoza, and City Attorney Taylor.

2. APPROVED THE AGENDA

A motion was made by Angel seconded by Acosta and carried 5 – 0, to approve the agenda.

AYES: Councilmember(s): Acosta, Angel, Delgado, Retamoza and Mayor Olmos.
NAYS: None.

3. PUBLIC COMMENT

Mayor Olmos opened public comment, there being none, closed public comment.

4. PRESENTATIONS

a. Mayor Olmos and City Council presented a "City Plaque" to Deputy Armando Alvarado, Los Angeles County Sheriff's Department for 32 Years of Dedicated Service to the Los Angeles County Sheriff's and the City of South El Monte

b. **SHERIFF'S DEPARTMENT REPORT FOR THE MONTH OF SEPTEMBER 2020**

Deputy Rosales provided a presentation on the statistics for Part I Crime Statistics for September 2020, Target Crimes, Part I Crime Statistics, Part I Crimes 2019, Part I Crime Statistics Year to Date, September Arrests 2019-2020, and Part I Crimes Year End 2018-2019.

c. **CODE ENFORCEMENT AND PUBLIC SAFETY DEPARTMENT REPORT FOR THE MONTH OF OCTOBER 2020**

Code Enforcement/Public Safety Officer presented a presentation on the October calls for service including Property Maintenance, Health and Safety, Building Code, Zoning, Streets and Sidewalks, Vehicle and Traffic, and Business.

Councilmember Angel requested staff revisit the discussion with Athens Services to place a trash bin at the community center parking lot to allow residents to discard bulk items there.

5. CLOSED SESSION: None

6. ADJOURNMENT

There being no further business coming before this body, at 6:05 p.m. Mayor Olmos adjourned the meeting.

Donna G. Schwartz, CMC, City Clerk

Gloria Olmos, Mayor

CITY OF SOUTH EL MONTE
REGULAR CITY COUNCIL MEETING - MINUTES
TUESDAY, OCTOBER 27, 2020

1. ROLL CALL

Mayor Olmos called the meeting to order at 6:12 p.m.

PRESENT: Councilmember(s): Acosta, Angel, Delgado, Retamoza and Mayor Olmos.
ABSENT: None.

STAFF PRESENT: Anthony R. Taylor, City Attorney; Rene Salas, Deputy City Manager; Donna G. Schwartz, City Clerk; Colby Cataldi, Community Development Director; William Fox, Interim Finance Director; Ian McAleese, Assistant Planner and Paola Lara, Deputy City Clerk (Via teleconference).

Pursuant to Government Code Section 54953, Subdivision (B) and Governor Newsom's Executive Order N-25-20, dated March 12, 2020, and Executive Order N-29-20, dated March 17, 2020, Teleconference was provided for the Public and Zoom/Video was utilized By Councilmember Delgado, Mayor Pro Tem Retamoza, and City Attorney Taylor.

2. PLEDGE OF ALLEGIANCE

Councilmember Acosta led the Pledge of Allegiance.

3. INVOCATION

Mayor Olmos offered the Invocation.

4. PRESENTATIONS

a. **FIRST QUARTER ENDED SEPTEMBER 30, 2020 FINANCIAL UPDATE**

Interim Finance Director Fox presented a PowerPoint on a Financial Update First Quarter Fiscal Year 2020-21 Period Ending September 30, 2020 including Operating Results, General Fund Revenues, Special Revenue Funds Revenue, General Fund Expenditures, Special Revenue Funds Expenditures, Bank Cash Balances, Bank Balances, and Independent Audit Status Update.

A motion was made by Angel seconded by Acosta and carried 5 – 0, to receive and file the report.

AYES: Councilmember(s): Acosta, Angel, Delgado, Retamoza, and Mayor Olmos.
NAYS: None

5. APPROVED THE AGENDA AND WAIVER OF FULL READING OF ORDINANCES

Mayor Olmos requested to pull Item 7.e. for discussion.

City Attorney Taylor announced Item 7.e. is also on the Special City Council meeting agenda for 7:00 p.m. and recommended the item be discussed at that time as well as any action.

A motion was made by Angel seconded by Acosta and carried 5 – 0, to pull Item 7.e. for discussion and approve the agenda.

AYES: Councilmember(s): Acosta, Angel, Delgado, Retamoza, and Mayor Olmos.
NAYS: None

6. PUBLIC COMMENT

Mayor Olmos opened public comment.

Mayor Olmos read a public comment received via email from Georgina Cojulun regarding rent increases and the lack of rent control at a mobile home park where she resides and of being in support of Prop 21.

There being no one wishing to speak, Mayor Olmos closed public comment.

7. CONSENT CALENDAR

a. Approved Minutes of the Adjourned Regular and Regular City Council Meeting Minutes of October 13, 2020.

b. Adopted Resolution No. 20-113, authorizing payment of City expenditures for the period of October 14, 2020 through October 27, 2020 totaling $334,807.94.

c. Adopted Resolution No. 20-114, approving Amendment No. 2 to the Agreement with the County of Los Angeles for the Elderly Nutrition Program Services.

d. Adopted Resolution No. 20-115, Approving an Agreement with Kimley-Horn and Associates, Inc. for CEQA Related Services

A motion was made by Acosta seconded by Angel and carried 5 – 0, to approve the Consent Calendar except Item 7.e.

AYES: Councilmember(s): Acosta, Angel, Delgado, Retamoza and Mayor Olmos.
NAYS: None

CONSENT CALENDAR - ITEM 7.E PULLED FOR DISCUSSION DURING APPROVAL OF AGENDA

7.e. CONSIDERATION OF RESOLUTION NO. 20-116, AUTHORIZING THE FILING OF AN APPLICATION TO THE STATE OF CALIFORNIA HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT (HCD) FOR THE CALHOME PROGRAM TO HELP OWNER-OCCUPIED OWNERS WITH HOME REPAIRS AND THE NEW ACCESSORY DWELLING UNIT (ADU) AND JUNIOR ACCESSORY DWELLING UNIT (JADU) PROGRAM FOR THE DEVELOPMENT OF ACCESSORY DWELLING UNITS IN THE CITY

Community Development Director Colby Cataldi presented the staff report.

No action taken; item was presented as a discussion item only.

8. PUBLIC HEARINGS - None.

9. GENERAL BUSINESS

a. **DISCUSSION AND/OR ACTION - CONSIDERATION OF ASSEMBLY BILL (AB 571) IMPOSING CAMPAIGN CONTRIBUTION LIMITS COMMENCING JANUARY 1, 2021**

City Clerk Donna Schwartz and City Attorney Anthony Taylor presented the staff report.

After lengthy discussion, Council concurred to establish a campaign contribution limit of $4,700 plus CPI.

Council directed City Attorney to prepare an ordinance imposing a campaign contribution limit of $4,700 and bring back to Council at the next regular meeting.

b. **ADOPTED RESOLUTION NO. 20-117, APPROVING RECLASSIFICATION OF CERTAIN ACCOUNTS TO BE REPAID BY JUNE 30, 2021**

Interim Finance Director Fox presented the staff report.

A motion was made by Angel seconded by Acosta and carried 5 – 0, to approve Resolution No. 20-117, approving and reclassifying the interfund loan balances, or “due to/from” balances at June 30, 2019 to “advance to/from,” and have them repaid by June 30, 2021.

AYES: Councilmember(s): Acosta, Angel, Delgado, Retamoza and Mayor Olmos.
NAYS: None

10. <u>COMMITTEE REPORTS, INCLUDING AB 1234 REPORTS</u>

Councilmember Acosta reported on his attendance at the following two events: City's Drive Through Pumpkin Giveaway at the Community Center and his participation in voting at the Community Center's 11-day vote center.

Councilmember Angel announced he also attended the City's Drive Through Pumpkin Giveaway at the Community Center.

Mayor Olmos reported on her attendance at several events: City's Drive Through Pumpkin Giveaway at the Community Center, Sanitation District No. 15 meeting, San Gabriel Valley Council of Governments meeting, and Greater El Monte Hospital meeting.

11. <u>CORRESPONDENCE</u> - None.

12. <u>COUNCILMEMBERS' AGENDA</u>

a. **<u>MAYOR GLORIA OLMOS</u>**

1. **Discussion and/or Action to Review the City's Process of Applying for CalHome Grants.**

   Council did not discuss Item 12.a.1 as it was discussed with Item 7.e and at the special meeting at 7:00 pm.

2. **Discussion and/or Action on Canvassing Fraud and Misrepresentation of Tax Measure and Census Information.**

   Mayor Olmos spoke about canvassers being untruthful and misrepresenting information and being aggressive when requesting signatures. She advised the public to be aware of what they sign and call the Sheriff's Department if the canvassers are aggressive.

3. **Discussion and/or Action on a Request for Funding from the Veterans of Foreign Wars of the United States, VFW Post 10218, for Thanksgiving and Christmas Toys.**

   Discussion ensued among City Council regarding the funding amount for the request from VFW Post 10218.

A motion was made by Angel seconded by Delgado, and carried 5 – 0, to approve funding request from VFW Post 10218 and allocate $2,000, subject to a budget adjustment.

AYES: Councilmember(s): Acosta, Angel, Delgado, Retamoza and Mayor Olmos.
NAYS: None

b. **MAYOR PRO TEM GRACIE RETAMOZA**

1. Discussion and/or Action of Reinstating the "Thanksgiving Food Drive" and "Turkey Giveaway" for South El Monte Residents During COVID-19.

Mayor Pro Tem Retamoza suggested reinstating a Thanksgiving Food Drive and Turkey Giveaway to provide assistance to Residents during COVID-19 and asked that the event be better advertised to the community.

Mayor Olmos stated the Turkey Giveaway was not a City funded event but is based on donations received by organizations and distributed to the community with Council's assistance, and recommended that it remain the same instead of it being a City funded function.

Councilmember Angel suggested Seniors be considered for the Turkey Giveaway and Councilmember Delgado suggested hams also be donated.

No direction or action was taken by Council.

c. **COUNCILMEMBER HECTOR DELGADO**

1. Discussion and/or Action to Consider Adopting a Resolution in Support of our Cal Home Grant and Directing Staff to Apply for State Funding in Order to Support our First Time Home Buyers for the Mayan Development Project.

Council did not discuss Item 12.c.1 as it was discussed with Item 7.e and during the special meeting at 7:00 pm.

2. Discussion and/or Action to Consider Looking into a New Tow Company (Franchise Fee Negotiation) Along with a New Fee Structure to Raise Revenue for our City.

Councilmember Delgado recommended the City consider entering into a franchise fee agreement for tow services and looking into a new tow company as the current one that services the City is involved in legal issues at this time.

Interim Finance Director Fox suggested the City evaluate vehicle release fees and impound fees to determine if they should be increased and an RFP can be released for a franchise fee agreement for tow services.

Staff was directed to bring back a staff report for Council's consideration.

13. **CLOSED SESSION** – None.

At 8:03 p.m. Mayor Olmos recessed the meeting.

At 8:07 p.m. Mayor Olmos reconvened the meeting.

14. ADJOURNMENT

There being no further business coming before this body, at 8:09 p.m. Mayor Olmos adjourned to an Adjourned Regular Meeting on Tuesday, November 10, 2020 at 5:30 p.m.

Donna G. Schwartz, CMC, City Clerk	Gloria Olmos, Mayor

CITY OF SOUTH EL MONTE
SPECIAL CITY COUNCIL MEETING - MINUTES
TUESDAY, OCTOBER 27, 2020

1. ROLL CALL

Mayor Olmos called the meeting to order at 8:12 p.m.

PRESENT: Councilmember(s): Acosta, Angel, Delgado, Retamoza, and Mayor Olmos.
ABSENT: None.

STAFF PRESENT: Anthony R. Taylor, City Attorney; Rene Salas, Deputy City Manager; Donna G. Schwartz, City Clerk; Colby Cataldi, Community Development Director; William Fox, Interim Finance Director; Ian McAleese, Assistant Planner and Paola Lara, Deputy City Clerk (Via teleconference).

Pursuant to Government Code Section 54953, Subdivision (B) and Governor Newsom's Executive Order N-25-20, dated March 12, 2020, and Executive Order N-29-20, dated March 17, 2020, Teleconference was provided for the Public and Zoom/Video was utilized By Councilmember Delgado, Mayor Pro Tem Retamoza, and City Attorney Taylor.

2. APPROVED THE AGENDA

A motion was made by Angel seconded by Acosta and carried 5 – 0, to approve the agenda.

AYES: Councilmember(s): Acosta, Angel, Delgado, Retamoza and Mayor Olmos.
NAYS: None.

3. PUBLIC COMMENT

Mayor Olmos opened public comment, there being none, closed public comment.

4. GENERAL BUSINESS

a. **ADOPTED RESOLUTION NO. 20-118, AUTHORIZING THE FILING OF AN APPLICATION TO THE STATE OF CALIFORNIA HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT (HCD) FOR THE CALHOME PROGRAM TO HELP OWNER-OCCUPIED OWNERS WITH HOME REPAIRS AND THE NEW ACCESSORY DWELLING UNIT (ADU) AND JUNIOR ACCESSORY DWELLING UNIT (JADU) PROGRAM FOR THE DEVELOPMENT OF ACCESSORY DWELLING UNITS AND FIRST-TIME HOMEBUYER PROGRAM**

Deputy City Manager Salas provided information on the item, which was discussed at the Regular City Council meeting at 6:00 p.m.

A motion was made by Delgado seconded by Angel and carried 5 – 0, to adopt Resolution No. 20-118, authorizing the City Manager or designee, to apply for the California Department of Housing and Community Development (HCD) CalHome Grant Program in the amount of $3,300,000 to assist homeowners with home repairs, development of ADUs or JADUs, first time homebuyer down payment assistance and execute an agreement with Becky Caha “Subcontractor” to administer first-time homebuyer mortgage assistance funds, and if awarded, authorize the City Manager or designee to execute the standard agreement, subject to approval by the City Attorney.

AYES: Councilmember(s): Acosta, Angel, Delgado, Retamoza and Mayor Olmos.
NAYS: None.

5. ADJOURNMENT

There being no further business coming before this body, at 8:16 p.m. Mayor Olmos adjourned the meeting.

Donna G. Schwartz, CMC, City Clerk	Gloria Olmos, Mayor

City Council Agenda Report

Agenda Item No. 7.b.

DATE: November 10, 2020

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rachel Barbosa, City Manager

SUBMITTED BY: William Fox, Interim Finance Director

SUBJECT: WARRANTS

SUMMARY: Authorizing payment of City expenditures for the period of October 28, 2020 through November 10, 2020 totaling $442,695.15

RECOMMENDATION: Staff recommends City Council adopt Resolution No. 20-119, authorizing payment of City expenditures.

ATTACHMENTS:

Resolution No. 20-119

Warrants

RESOLUTION NO. 20-119

A RESOLUTION OF THE SOUTH EL MONTE CITY COUNCIL ALLOWING CERTAIN CLAIMS AND DEMANDS FOR THE PERIOD OF OCTOBER 28, 2020 THROUGH NOVEMBER 10, 2020 TOTALING $442,695.15

THE CITY COUNCIL OF THE CITY OF SOUTH EL MONTE DOES HEREBY RESOLVE, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1: That in accordance with Section 37202 of the Government Code, the Finance Director hereby certifies to the accuracy of the following demands and the availability of funds for payment thereof.

____

Finance Director

SECTION 2: That the following claims and demands have been audited as required by law and that the same are hereby allowed in the amounts hereafter set forth.

	CLAIMANT	CLAIM PERIOD	WARRANT #'S	AMOUNT
FY 20/21	Electronic Warrants	10/28/2020 – 11/10/2020	4831-4836	$64,744.72
FY 20/21	Hand Typed Warrants	10/28/2020 – 11/10/2020	136775-136780	$9,666.59
FY 20/21	Regular Warrants	10/28/2020 – 11/10/2020	136781-136853	$251,601.53
Payroll	Check	PPE 10/31/2020	27271-27278	$6,127.58
Payroll	Direct Deposit	PPE 10/31/2020	757867-757956	$110,554.73

TOTAL EXPENDITURES RESOLUTION NO. 20-119 $442,695.15

PASSED, APPROVED, AND ADOPTED this 10th day of November 2020.

____

Gloria Olmos, Mayor

ATTEST:

____

Donna G. Schwartz, City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF SOUTH EL MONTE)

I, Donna G. Schwartz, City Clerk of the City of South El Monte, do hereby certify that the foregoing Resolution, being Resolution No. 20-119, was duly passed and approved by the City Council of the City of South El Monte at a regular meeting of said Council held on the 10th day of November 2020, and that said Resolution was adopted by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

____
Donna G. Schwartz, City Clerk

City of South El Monte

Date: 11/5/2020

Warrant Register

Time: 08:10AM

Council Meeting of 11/10/2020

FY	Budget Unit	Vendor Name	Check Number	Check Date	Description	Amount
21	05	CALPERS RETIREMENT	4831	10/21/2020	9/20-10/3 PLAN 23047	1,312.20
21	05		4831	10/21/2020	9/20-10/3 PLAN 27216	8,058.24
21	05		4831	10/21/2020	9/20-10/3 PLAN 685	10,057.54
21	05		4832	10/21/2020	OCT'20 COUNCIL 27216	116.63
						$19,544.61
21	05	DEPARTMENT OF THE TREASURY	4833	10/21/2020	PPE 10/17 MED	4,483.14
21	05		4833	10/21/2020	PPE 10/17 FEDERAL	14,713.56
21	05		4833	10/21/2020	PPE 10/17 FICA	18,279.92
						$37,476.62
21	05	EMPLOYMENT DEVELOPMENT DEPT.	4834	10/21/2020	PPE 10/17 TNG WITHD'G	12.34
21	05		4834	10/21/2020	PPE10/17 UITAX WTHD'G	377.95
21	05		4834	10/21/2020	PPE10/17 STATE WTHD'G	4,989.45
						$5,379.74
21	011701720	HOME DEPOT CREDIT SERVICES	4835	10/21/2020	TILE DECO FOR SHOWER	14.82
21	011701740		4835	10/21/2020	UNTILITY KNIVES	31.69
21	011511542		4835	10/21/2020	PROTECTIVE OVERALLS	42.60
21	011701710		4835	10/21/2020	PAINTER PLASTIC CHALL	43.76
21	011601650		4835	10/21/2020	NTP BBQ GRILL & PAINT	79.45
21	011601610		4835	10/21/2020	ROOF DRAIN SUPPLIES	112.65
21	011701710		4835	10/21/2020	FOUNTAIN PUMP & LEVEL	144.16
21	011701750		4835	10/21/2020	WOOD FOR LANDSCAPING	236.27
21	011701750		4835	10/21/2020	WHEEL BARROW FOR LAND	238.70
						$944.10
21	05	STATE DISBURSEMENT UNIT	4836	10/21/2020	PPE10/17 CASE 0980438	150.00
21	05		4836	10/21/2020	PPE10/17 CASE 1457313	603.50
21	05		4836	10/21/2020	PPE10/17 CASE 2135289	646.15
						$1,399.65

Report Total **64,744.72**

City Manager

For Rachel

City of South El Monte

Date: 11/5/2020

Warrant Register

Time: 08:15AM

Council Meeting of 11/10/2020

FY	Budget Unit	Vendor Name	Check Number	Check Date	Description	Amount
21	011701770	ABS AUTO BODY REPAIR & PAINT	136781	11/10/2020	A/C RECHARGE #11	75.00
						$75.00
21	011301330	ADVANCED MICROCOMPUTING CONCEF	136782	11/10/2020	10/23-10/26 OFFI MOVE	1,925.00
						$1,925.00
21	389009000	ALDRIDGE ELECTRIC, INC	136783	11/10/2020	SA/FERN SIGNAL #290	1,910.61
21	409009000		136783	11/10/2020	SA/FERN SIGNAL #290	17,195.52
						$19,106.13
21	011001030	ALESHIRE & WYNDER, LLP	136784	11/10/2020	SEP'20 SPECIAL PROJEC	133.00
21	011001030		136784	11/10/2020	SEP'20 PUBLIC WORK	860.00
21	011001030		136784	11/10/2020	SEP'20 SUCCESSOR AGEN	1,113.00
21	011001030		136784	11/10/2020	SEP'20 LITIGATION	1,537.00
21	011001030		136784	11/10/2020	ADD'L SVCS-PATEL	1,883.50
21	011001030		136784	11/10/2020	JUL/AUG'20 HOUSING	2,199.50
21	011001030		136784	11/10/2020	SEP'20 PLANNING	2,318.00
21	011001030		136784	11/10/2020	SEP'20 CODE ENFORCE	2,601.50
21	011001030		136784	11/10/2020	ADD'L SVCS-PHILLIP	5,016.00
21	011001030		136784	11/10/2020	SEP'20 PERSONNEL	6,121.50
21	011001030		136784	11/10/2020	SEP'20 GENERAL LEGAL	10,564.00
						$34,347.00
21	011511543	ALLIANT INSURANCE SERVICES	136785	11/10/2020	TRUNK OR TREAT INS.	306.00
						$306.00
21	01	ALVARO GONZALEZ	136812	11/10/2020	11/7 DEPOSIT REFUND	900.00
						$900.00
21	011701720	AMAZON CAPITAL SERVICES, INC	136787	11/10/2020	COPY PAPER	191.40
21	011701770		136787	11/10/2020	WASHER WAND FOR TRUCK	239.76
21	011701720		136787	11/10/2020	YARD DEPT SUPPLIES	242.61
21	011701750		136787	11/10/2020	SMALL TOOLS LANDSCAPE	252.00
21	011501530		136787	11/10/2020	PUNCH TIME CARDS	32.00
21	011401440		136787	11/10/2020	BLDG & SFTY DEPT SUP	51.66
21	011401430		136787	11/10/2020	COM DEV DEPT SUPPLIES	54.78
21	011701020		136787	11/10/2020	PW DEPT SUPPLIES	54.86
21	011301310		136787	11/10/2020	FINANCE DEPT SUPPLIES	61.50
21	011701710		136787	11/10/2020	PEST CONTROL DEVICES	65.98
21	011701710		136787	11/10/2020	PEST CONTROL DEVICES	74.78
21	011701710		136787	11/10/2020	PEST CONTROL DEVICES	74.78
21	011501530		136787	11/10/2020	TOUCHLESS THERMOMETER	78.44
21	011701020		136787	11/10/2020	PW DEPT SUPPLIES	78.85
21	011701710		136787	11/10/2020	EOC FIRE BLANKETS	92.05
21	011701720		136787	11/10/2020	CELL PHONE PROTECTION	112.12
21	011701710		136787	11/10/2020	EOC PUMP	123.66
21	011501530		136787	11/10/2020	BATTERY REPLACEMENT	130.90
21	011401430		136787	11/10/2020	COM DEV DEPT SUPPLIES	171.19
21	011401440		136787	11/10/2020	CREDIT MEMO	-28.59
21	448008010		136787	11/10/2020	IPHONE CASE COVER	20.78
21	011701710		136787	11/10/2020	EOC HEADPHONES	21.97

City of South El Monte

Warrant Register
Council Meeting of 11/10/2020

FY	Budget Unit	Vendor Name	Check Number	Check Date	Description	Amount
21	011601670	AMAZON CAPITAL SERVICES, INC...	136787	11/10/2020	PARK MOCK CAMERAS	24.18
21	011601650		136787	11/10/2020	PARK MOCK CAMERAS	24.19
21	011601660		136787	11/10/2020	PARK MOCK CAMERAS	24.19
21	011701710		136787	11/10/2020	CHRISTMAS DECOR CHALL	30.12
						$2,300.16
21	011301330	AT&T	136788	11/10/2020	9/15-10/14 BAN #7026	0.04
21	011301330		136788	11/10/2020	9/15-10/14 BAN #4755	22.16
21	011301330		136788	11/10/2020	9/15-10/14 BAN #4756	43.89
						$66.09
21	011701770	AUTOZONE	136789	11/10/2020	BATTERY RPLC #007	173.40
21	011701770		136789	11/10/2020	BATTERY #21	173.40
21	011701770		136789	11/10/2020	BATTERY #21 CREDIT	-18.00
21	011701770		136789	11/10/2020	BATTERY CREDIT	-18.00
						$310.80
21	011501515	BLANCA M. FIGUEROA	136808	11/10/2020	OCT'20 PATRIOTIC MTG	100.00
						$100.00
21	011701020	BORREGO SOLAR SYSTEM, INC	136791	11/10/2020	SOLAR SVCS OLD YARD	466.92
21	011701020		136791	11/10/2020	SOLAR SYSTEM MTNC	583.66
21	011701020		136791	11/10/2020	SOLAR SVCS CCTR	632.50
21	011701020		136791	11/10/2020	SOLAR SVCS CHALL	145.91
						$1,828.99
21	011001040	BROTHERS AWARDS & TROPHIES	136792	11/10/2020	TILE PLAQUE-ALVARADO	19.80
						$19.80
21	011401440	BUREAU VERITAS NORTH AMERICAN IN(	136793	11/10/2020	9/14-9/15 BLDG INSPEC	680.00
						$680.00
21	05	CALIFORNIA TEAMSTERS LOCAL 911	136779	10/27/2020	OCT'20 MISC	414.00
21	05		136779	10/27/2020	OCT'20 ADMIN	1,102.00
						$1,516.00
21	011701710	CINTAS CORP. #693	136794	11/10/2020	10/13 MAT CLEAN CHALL	75.14
21	011701710		136794	11/10/2020	OCT'20 MAT CLEANING	75.14
						$150.28
21	011701770	CITY EL MONTE	136795	11/10/2020	SEP'20 CNG FUEL #28	145.65
						$145.65
21	011001050	CONCENTRA	136797	11/10/2020	AUDIO EXAM PW STAFFS	94.50
21	011001050		136797	11/10/2020	AUDIOGRAM CHAVEZ,D	31.50
21	011001050		136797	11/10/2020	AUDIOGRAM GOMEZ,F	31.50
21	011001050		136797	11/10/2020	AUDIOGRAM MADERA,A	31.50
21	011001050		136797	11/10/2020	AUDIOGRAM OBREGON,M	31.50
21	011001050		136797	11/10/2020	REG UDS COLL PHAT,N	45.00
21	011001050		136797	11/10/2020	PHYS LVL 2 CATALDI,C	206.00
						$471.50
21	011301310	CWDL	136798	11/10/2020	FY18/19 ANN AUDIT SVC	15,394.00
21	011301310		136798	11/10/2020	FY18/19 ANN ADUIT SVC	19,242.50

City of South El Monte

Date: 11/5/2020

Warrant Register

Time: 08:15AM

Council Meeting of 11/10/2020

FY	Budget Unit	Vendor Name	Check Number	Check Date	Description	Amount
						$34,636.50
21	011501515	DAVID DEL RIO	136799	11/10/2020	OCT'20 PATRIOTIC MTG	100.00
						$100.00
21	011701020	DE LAGE LANDEN	136800	11/10/2020	NOV'20 COPIER LEASE	4,441.80
						$4,441.80
21	011001050	DEPT. OF JUSTICE-ACCOUNTING OFFICE	136801	11/10/2020	5 FINGERPRINT APPS	160.00
						$160.00
21	063003020	DRIFTWOOD DAIRY, INC	136802	11/10/2020	MILK/BREAD NUTR PRGM	11.26
21	063003020		136802	11/10/2020	MILK/BREAD NUTR PRGM	17.87
21	063003010		136802	11/10/2020	MILK/BREAD NUTR PRGM	101.40
21	063003010		136802	11/10/2020	MILK/BREAD NUTR PRGM	160.92
						$291.45
21	011701480	E. TSENG & ASSOCIATES, INC.	136803	11/10/2020	CAL RECYCLE REPORT	7,500.00
						$7,500.00
21	011701720	ECOLAB PEST ELIM. DIVISION	136804	11/10/2020	OCT'20 PEST CTRL YARD	144.14
21	011701710		136804	11/10/2020	OCT'20 PEST CTRL CHAL	194.39
21	011601620		136804	11/10/2020	OCT'20 PEST CTRL SCTR	254.20
21	011601610		136804	11/10/2020	OCT'20 PEST CTRL CCTR	69.18
						$661.91
21	011701770	EL MONTE ORNAMENTAL SUPPLY, INC.	136805	11/10/2020	GATE REMOTES	74.80
21	011701770		136805	11/10/2020	GATE REMOTES	233.20
						$308.00
21	011001020	EL MONTE PRINTING	136806	11/10/2020	BUSSINESS CARD-RENE	44.00
21	011401430		136806	11/10/2020	BUSSINESS CARD-COLBY	44.00
21	011401440		136806	11/10/2020	BUSSINESS CARD-JERRY	44.00
						$132.00
21	011701750	EWING IRRIGATION	136807	11/10/2020	IRRIG. REPAIRS/LUDER	65.90
21	011601620		136807	11/10/2020	IRRIGATION REPAIR	80.82
21	011701750		136807	11/10/2020	ST AUG GRASS	82.69
21	011701750		136807	11/10/2020	STOCK IRRIGATION SUP	103.17
21	011601650		136807	11/10/2020	DRIVE & RAINBIRD	158.95
21	011601650		136807	11/10/2020	NTP SPRINKLER RPR	727.67
						$1,219.20
21	011701020	FEDERICO HERNANDEZ	136815	11/10/2020	FY20/21 BOOT ALLOW	200.00
						$200.00
21	011701760	FLAGTIME USA	136809	11/10/2020	FLAG & FLAG POLES	910.23
						$910.23
21	011401100	GALLS LLC	136810	11/10/2020	P-SFTY UNIFORMS	142.43
21	011407020		136810	11/10/2020	CODE ENF. UNIFORMS	17.60
						$160.03
21	011701750	GARVEY EQUIPMENT COMPANY	136811	11/10/2020	MOWER #2 MTNC	192.78
						$192.78

FY	Budget Unit	Vendor Name	Check Number	Check Date	Description	Amount
21	011701750	GRANT'S TRUE VALUE HARDWARE	136813	11/10/2020	SMALL TOOLS	16.93
21	011601610		136813	11/10/2020	BLANK PLATES CCTR	24.67
21	011601670		136813	11/10/2020	MVD SHED LOCK	28.58
21	011601650		136813	11/10/2020	DUCT CONNECTORS	37.35
21	011601670		136813	11/10/2020	MVD SHED LOCK PARTS	37.92
21	011701710		136813	11/10/2020	CHALL REMODEL SUPPLY	97.56
						$243.01
21	011301310	HDL COREN & CONE	136814	11/10/2020	OCT-DEC'20 PROP TAX	2,025.00
						$2,025.00
21	063003010	HUNTINGTON CULINARY	136816	11/10/2020	10/13-10/15 FRZN MEAL	4,766.58
21	063003020		136816	11/10/2020	10/13-10/15 FRZN MEAL	354.00
						$5,120.58
21	011701710	INNER-COOL CORP	136817	11/10/2020	AC PREV. MTNC CHALL	680.00
						$680.00
21	689009000	JCL TRAFFIC SERVICES	136818	11/10/2020	18' ORANGE CONES #411	991.15
21	689009000		136818	11/10/2020	28' ORANGE CONES #411	1,995.25
						$2,986.40
21	011401410	JEFFREY MICHAEL ORTIZ	136831	11/10/2020	OCT'20 PLAN COM MTG	150.00
						$150.00
21	011701760	L.A. COUNTY DEPT OF PUBLIC WORKS	136819	11/10/2020	2ND QTR LIGHT MTNC	30,242.00
						$30,242.00
21	448008010	L.A. COUNTY MTA AUTHORITY	136820	11/10/2020	OCT'20 METRO 30DAY SR	20.00
						$20.00
21	011401410	LARRY RODRIGUEZ	136836	11/10/2020	OCT'20 PLAN COM MTG	150.00
						$150.00
21	011701720	LBC LIGHTING	136821	11/10/2020	YARD RESTROOM FAN	131.99
21	011601610		136821	11/10/2020	BASKETBALL GYM LIGHTS	138.49
21	011601610		136821	11/10/2020	BASKETBALL GYM LIGHTS	87.95
21	011701710		136821	11/10/2020	CONFERENCE ROOM LIGHT	39.40
21	011701720		136821	11/10/2020	CITY YARD LIGHTS	41.25
21	011601610		136821	11/10/2020	BASKETBALL GYM LIGHTS	1,670.96
21	011601610		136821	11/10/2020	CREDIT BBALL LIGHTS	-65.89
						$2,044.15
21	011401410	LEONEL A. BARRERA JR	136822	11/10/2020	OCT'20 PLAN COM MTG	150.00
						$150.00
21	011401440	MAIQUES INSPECTION SERVICE	136825	11/10/2020	10/5-10/29 INSPEC/MIL	4,969.32
						$4,969.32
21	011701720	MARTINEZ PUMPING SERVICE, INC	136826	11/10/2020	RPLC DAMAGED PIPE	2,000.00
						$2,000.00
21	011001050	MICHELLE TANG	136843	11/10/2020	LIVE SCAN REIMBURSE	20.00
						$20.00
21	011501515	NAOMI LOPEZ	136824	11/10/2020	OCT'20 PATRIOTIC MTG	100.00

City of South El Monte

Date: 11/5/2020

Time: 08:15AM

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Council Meeting of 11/10/2020

FY	Budget Unit	Vendor Name	Check Number	Check Date	Description	Amount
						$100.00
21	011701770	NAPA AUTO PARTS	136827	11/10/2020	GAS CAP RPLC #23	12.13
						$12.13
21	05	NATIONWIDE RETIREMENT SOLUTIONS	136775	10/26/2020	PPE 10/17/20	5,808.00
21	05		136775	10/26/2020	PPE 10/17/20	-5,808.00
21	05		136780	10/27/2020	PPE 10/17/20	5,508.00
						$5,508.00
21	011701710	OFFICE DEPOT	136828	11/10/2020	CLASP ENVELOPES CHALL	35.57
21	011001020		136828	11/10/2020	OFFICE SUPPLIES	65.97
						$101.54
21	011701020	OFFICETEAM	136829	11/10/2020	PPE 10/23 PW ANALYST	459.00
21	011701020		136829	11/10/2020	PPE 9/11 PW ANALYST	1,124.55
21	011701020		136829	11/10/2020	PPE 10/16 PW ANALYST	1,377.00
21	011701020		136829	11/10/2020	PPE 10/2 PW ANALYST	1,836.00
21	011701020		136829	11/10/2020	PPE 10/9 PW ANALYST	1,836.00
21	011701020		136829	11/10/2020	PPE 9/11 PW ANALYST	-22.95
						$6,609.60
21	011511543	ORIENTAL TRADING COMPANY, INC.	136830	11/10/2020	TRUNK OR TREAT DECO	538.21
						$538.21
21	011401100	PHOENIX GROUP INFORMATION SYSTEM	136832	11/10/2020	SEP'20 PSO CITES	7,506.63
21	011407020		136832	11/10/2020	SEP'20 ADMIN SVCS	271.50
						$7,778.13
21	011601620	QUENCH USA, INC.	136833	11/10/2020	NOV'20 H2O SYS SCTR	55.32
						$55.32
21	011701770	RAY'S OK TIRES INC.	136834	11/10/2020	BOBCAT TIRE REPAIR	36.00
						$36.00
21	011501540	RED DOT UNIFORMS	136835	11/10/2020	REC STAFF UNIFORMS	47.30
21	011501540		136835	11/10/2020	RECREATION UNIFORMS	1,338.57
						$1,385.87
21	011401410	RUBY YEPEZ	136853	11/10/2020	OCT'20 PLAN COM MTG	150.00
						$150.00
21	011401410	RUDY BOJORQUEZ	136790	11/10/2020	OCT'20 PLAN COM MTG	150.00
						$150.00
21	011501515	RUDY LOPEZ	136823	11/10/2020	OCT'20 PATRIOTIC MTG	100.00
						$100.00
21	011701730	SAN GABRIEL VALLEY WATER	136776	10/26/2020	9/11-10/9 THIENES/PWY	20.67
21	011701730		136776	10/26/2020	9/11-10/9 11019 GOMEZ	20.67
21	011701730		136776	10/26/2020	9/11-10/9 FARDON/PECK	55.69
21	011701730		136776	10/26/2020	9/15-10/14 2000 SANTA	90.48
21	011701730		136776	10/26/2020	9/10-10/8 1903 DURFEE	102.00
21	011701730		136776	10/26/2020	9/11-10/9 1660 DURFEE	103.35
21	011701730		136776	10/26/2020	9/11-10/9 1675 DURFEE	127.41

City of South El Monte

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FY	Budget Unit	Vendor Name	Check Number	Check Date	Description	Amount
21	011701730	SAN GABRIEL VALLEY WATER...	136776	10/26/2020	9/11-10/9 1109 PECK	165.40
21	011701730		136776	10/26/2020	9/10-10/8 2018 DURFEE	171.28
21	011701730		136776	10/26/2020	9/11-10/9 1710 DURFEE	181.44
21	011701730		136776	10/26/2020	9/11-10/9 1508 PECK	189.47
21	011701730		136776	10/26/2020	9/11-10/9 1222 PECK	197.49
21	011701730		136776	10/26/2020	9/11-10/9 1628 DURFEE	213.53
21	011701730		136776	10/26/2020	9/11-10/9 1502 PECK	221.55
21	011701730		136776	10/26/2020	9/10-10/8 1926 DURFEE	235.53
						$2,095.96
21	01	SO CALIFORNIA ASSOCIATION OF GOVTS	136837	11/10/2020	FY20/21 ACCESSMNT DUE	2,333.00
						$2,333.00
21	011701720	SOUTHEAST CONSTRUCTION PRODUCT	136838	11/10/2020	WD40/11 OZ CAN	124.08
21	011701760		136838	11/10/2020	STREET MATERIALS	43.18
21	011701750		136838	11/10/2020	SMALL TOOLS	165.44
						$332.70
21	011501530	SPRINT	136839	11/10/2020	9/12-10/11 CELL PHONE	112.05
21	011501540		136839	11/10/2020	9/12-10/11 CELL PHONE	142.42
21	011401440		136839	11/10/2020	9/12-10/11 CELL PHONE	149.16
21	011101110		136839	11/10/2020	9/12-10/11 CELL PHONE	234.38
21	011401100		136839	11/10/2020	9/12-10/11 CELL PHONE	253.29
21	011701750		136839	11/10/2020	9/12-10/11 CELL PHONE	265.95
21	011001020		136839	11/10/2020	9/12-10/11 CELL PHONE	18.25
21	011001040		136839	11/10/2020	9/12-10/11 CELL PHONE	45.88
21	011701740		136839	11/10/2020	9/12-10/11 CELL PHONE	70.13
21	448008010		136839	11/10/2020	9/12-10/11 CELL PHONE	494.64
						$1,786.15
21	011701760	ST. FRANCIS ELECTRIC, LLC	136840	11/10/2020	SEP'20 SIGNAL MTNC	771.00
21	011701760		136840	11/10/2020	SEP'20 TRAFF SIG RESP	2,230.50
21	011701760		136840	11/10/2020	PED UPGRADE RSMD/GARV	2,725.00
						$5,726.50
21	011501530	SUPERIOR WAREHOUSE GROCERS	136841	11/10/2020	BASIC FOOD ACCESS#502	11.39
						$11.39
21	011001050	TAG/AMS, INC.	136842	11/10/2020	ANNUAL RENEWAL FEE	300.00
21	011001050		136842	11/10/2020	DRUG TEST FLORES,W	94.50
21	011001050		136842	11/10/2020	DRUG TEST NGUYEN,P	94.50
						$489.00
21	011601640	THE GAS COMPANY	136777	10/26/2020	9/14-10/14 1500 CENTR	24.87
21	011701720		136777	10/26/2020	9/14-10/14 1900 CENTR	29.33
21	011601650		136777	10/26/2020	9/14-10/14 1450 LIDCO	47.25
21	011601630		136777	10/26/2020	9/14-10/14 1824 CENTR	61.80
21	011601610		136777	10/26/2020	9/14-10/14 1530 CENTR	89.78
21	011601620		136777	10/26/2020	9/14-10/14 1556 CENTR	200.60
						$453.63
21	011601640	THE ILLINI COMPANIES, INC	136796	11/10/2020	7/14/20 CHEMICALS DEL	151.56

FY	Budget Unit	Vendor Name	Check Number	Check Date	Description	Amount
21	011601640	THE ILLINI COMPANIES, INC...	136796	11/10/2020	8/12/20 CHEMICALS DEL	151.56
21	011601640		136796	11/10/2020	7/30 CHEMICALS DEL	151.56
21	011601640		136796	11/10/2020	9/22/20 CHEMICALS DEL	163.22
21	011601640		136796	11/10/2020	8/27/20 CHEMICALS DEL	186.53
21	011601640		136796	11/10/2020	10/21 CHEMICALS DEL	198.19
21	011601640		136796	11/10/2020	9/2/20 CHEMICALS DEL	233.17
21	011601640		136796	11/10/2020	9/1/20 CHEMICALS DEL	358.49
21	011601640		136796	11/10/2020	SEPT'20 POOL MTNC	1,775.00
21	011601640		136796	11/10/2020	AUG'20 POOL MTNC	1,775.00
21	011601640		136796	11/10/2020	JUL'20 POOL MTNC	1,775.00
						$6,919.28
21	011701710	TIME WARNER CABLE	136844	11/10/2020	10/16-11/15 CABLE SVC	279.99
						$279.99
21	011701105	TRANSTECH ENGINEERING, INC.	136845	11/10/2020	AUG'20 SEM ENGIN SVCS	16,200.00
21	011401430		136845	11/10/2020	JUN'20 CUP RVW 20-07	333.00
21	389009000		136845	11/10/2020	AUG'20 TRAF SIG #290	360.00
21	011401430		136845	11/10/2020	JUN'20 CUP RVW 20-06	405.00
21	011701105		136845	11/10/2020	FEB'20 ENGIN CON SVCS	432.00
21	011401430		136845	11/10/2020	MAY'20 CUP RVW 20-02	477.00
21	011401430		136845	11/10/2020	FEB20 COM.DEV CON SVC	648.00
21	389009000		136845	11/10/2020	AUG'20 TRAF SIG #293	1,020.00
21	011701105		136845	11/10/2020	AUG'20 TRAF VMT ASST	1,617.50
21	011701105		136845	11/10/2020	COVID EMERG PREP#502	2,815.00
21	011701105		136845	11/10/2020	AUG'20 REST RENOV#251	5,665.00
21	011701105		136845	11/10/2020	AUG'20 ENGIN. PLAN CK	6,093.50
21	011701105		136845	11/10/2020	AUG'20 ENG 10715 RUSH	60.00
						$36,126.00
21	011701740	ULINE	136846	11/10/2020	JANITORIAL SUPPLIES	380.90
						$380.90
21	05	VONS CREDIT UNION	136778	10/26/2020	PPE 10/3/20	46.50
21	05		136778	10/26/2020	PPE 10/17/20	46.50
						$93.00
21	011701760	VULCAN MATERIALS COMPANY	136847	11/10/2020	UNDERPAYMNT CK#136284	99.88
21	011701760		136847	11/10/2020	HOT ASPHALT	316.46
21	011701760		136847	11/10/2020	UNDERPAYMNT CK#136284	428.83
						$845.17
21	011701710	WATER CHEMISTS,DIV. OF CCI CHEMICA	136848	11/10/2020	OCT'20 H2O TREATMENT	200.00
21	011701710		136848	11/10/2020	FEB'20 H2O TREATMENT	200.00
21	011701710		136848	11/10/2020	MAR'20 H2O TREATMENT	200.00
21	011701710		136848	11/10/2020	APR'20 H2O TREATMENT	200.00
21	011701710		136848	11/10/2020	MAY'20 H2O TREATMENT	200.00
21	011701710		136848	11/10/2020	JUN'20 H2O TREATMENT	200.00
21	011701710		136848	11/10/2020	JUL'20 H2O TREATMENT	200.00
						$1,400.00
21	011701740	WAXIE SANITARY SUPPLY	136849	11/10/2020	JANITORIAL SUPPLIES	2,422.89

City of South El Monte

Date: 11/5/2020

Warrant Register

Time: 08:15AM

Council Meeting of 11/10/2020

FY	Budget Unit	Vendor Name	Check Number	Check Date	Description	Amount
21	011701740	WAXIE SANITARY SUPPLY...	136849	11/10/2020	SANTIZING SUP #502	3,298.47
						$5,721.36
21	011701750	WHITTIER FERTILIZER	136850	11/10/2020	GORILLA HAIR CULDESAC	145.53
21	011701750		136850	11/10/2020	CUL-DE-SAC MULCH	181.91
21	011701750		136850	11/10/2020	CUL-DE-SAC MULCH	181.91
21	011701750		136850	11/10/2020	GORILLA HAIR CULDESAC	218.30
21	011701750		136850	11/10/2020	GORRILLA HAIR LUDER	545.74
21	011701750		136850	11/10/2020	BRUIN MULCH	582.12
21	011601620		136850	11/10/2020	NOZZLE FOR HOSE	23.80
						$1,879.31
21	011301330	WINDSTREAM HOLDINGS, INC	136851	11/10/2020	9/18-10/17 CITY PHONE	5,582.72
						$5,582.72
21	011511543	WINNER INTERNATIONAL INC.	136852	11/10/2020	HELUIM FOR SPEC EVENT	324.50
						$324.50

Report Total **261,268.12**

City Manager

For Rachel

City Council Agenda Report

Agenda Item No. 7.c.

DATE:	November 10, 2020
TO:	Honorable Mayor and Members of the City Council
APPROVED BY:	Rachel Barbosa, City Manager
APPROVED AS TO FORM:	Anthony R. Taylor, City Attorney
SUBMITTED BY:	Rene Salas, Deputy City Manager
SUBJECT:	ADOPT RESOLUTION NO. 20-120, APPROVING AMENDMENT NO. 9 TO THE AGREEMENT WITH THE COUNTY OF LOS ANGELES FOR THE ELDERLY NUTRITION PROGRAM SERVICES FOR FISCAL YEAR 2019-2020

SUMMARY: On July 1, 2016, a four-year agreement between the County of Los Angeles through its Department of Workforce Development, Aging and Community Services (the “County”) and the City of South El Monte (the “City”) was entered into to assist with the funding for the City’s Elderly Nutrition Program Services (the “Agreement”). This Amendment will increase the allocated baseline funding from $260,361 to $294,650 resulting in an increase of $34,289 for Fiscal Year (FY) 2019-20 only. The $31,000 will be allocated through the Older Americans Act (“OOA”) Title Ⅲ B (Supportive Services and Senior Centers) Disaster Relief funding

RECOMMENDATION: Staff recommends City Council adopt Resolution No. 20-120, approving Amendment No. 9 to the Agreement and authorizing the City Manager to execute the agreement.

FISCAL IMPACT: Amendment No. 9 to the Agreement will bring the total cost to an amount not-to-exceed $294,650 for FY 2019-20, an increase from FY 2018-19 Maximum Annual Subaward Sum. This will include $268,156 from Title Ⅲ C-1, $25,324 from Title Ⅲ C-2 and $1,170 from Title Ⅲ B. The additional $34,289 funding does not require a cash match.

DISCUSSION: The City entered into a four-year Agreement (July 1, 2016 through June 30, 2020) with the County to assist with funding for the City’s Elderly Nutrition Program

Services; at that time the estimated Maximum Subaward Sum for the four-year term was $676,364.

The County contributes to the City's Elderly Nutrition Program Services, which, offers lunch meals to seniors over the age of 60 and disabled individuals through the Congregate Meals Program and Home-Delivered Meals Program (collectively "Programs"). The Programs offer meals that meet USDA dietary guidelines and are offered at the Senior Center and to home-bound individuals. Although the Programs do not require participants to pay for meals, a donation ranging between $1.75 – $3.00 per meal is appreciated.

Since the original adoption of this Agreement there have been seven amendments. On June 12, 2018, the City Council approved Amendment No. 1; which allocated the baseline funding in the amount of $169,091 in exchange for additional defined program services to be provided by the City during FY 2017-18 and to provide further clerical and procedural updates.

On July 24, 2018, the City Council approved Amendment No. 2 re-confirming the FY 2018-19 maximum Annual Subaward Sum funding sources and to provide information on any pending acquisition and mergers. The City also agreed to give consideration for employment to participants in the County of Los Angeles Department of Public Social Services (DPSS) Greater Avenues for Independence (GAIN) Program or General Relief Opportunity for Work (GROW) Program who meet the City's minimum qualifications for any open positions. The City also agreed to report all job openings with job requirements to: GAINGROW@dpss.lacounty.gov and BSERVICES@wdacs.lacounty.gov.

On January 8, 2019, the Council approved Amendment No. 3 increasing the County's baseline funding to the City's Elderly Nutrition Program Services from $169,091 to $185,191, resulting in an increase of $16,100 for FY 2018-19 only. The additional $16,100 was allocated to the Title III C-1 program also known as the Congregate Meal Program.

On April 9, 2019, the Council approved Amendment No. 4 increasing the County's baseline funding to the City's Elderly Nutrition Program Services from $185,191 to $193,483, resulting in an increase of $8,292 for FY 2018-19 only. The additional $8,292 was allocated to purchase one commercial dishwasher and two heating cabinets for the City's Elderly Nutrition Program.

On September 10, 2019, the Council approved Amendment No. 5 to allocate baseline funding from the County in the amount of $185,191 for the City's Elderly Nutrition Program Services during FY 2019-20.

On February 11, 2020, the Council approved Amendment No. 6 to increase the allocated unit rates by fourteen percent (14%) for each funded Service Categories. When funds became available during FY 2019-20.

0n February 25, 2020, the Council approved Amendment No. 7 increasing the County's baseline funding to the City's Elderly Nutrition Program Services from $185,191 to $229,361, resulting in an increase of $44,170 for FY 2019-20 only.

Additionally, on May 26, 2020. The Council approved Amendment No. 8 to allocate Families First Coronavirus Response Act ("FFCRA") funding in the amount of $31,000, increasing the baseline funding from $229,361 to $260,361 during FY 2019-20 only.

Amendment No. 9 to the Agreement is requested by the County for the following purposes: (1) allocate Older Americans Act ("OOA") title III B (Supportive Services and Senior Centers) Disaster Relief funding in the amount of $34,289, increasing the baseline funding from $260,361 to $294,650 during FY 2019-2020 only, which shall be reimbursed to the City in exchange for additional defined and contracted ENP Title III C-1 Services to be provided by the City during FY 2019-20; (2) reflect updates to Service delivery and other changes previously communicated to the City in response to the COVID-19 pandemic, which required the parties to take immediate actions to remedy the impact on Services during this emergency; and (3) provide for the other changes set forth in Amendment No. 9, which is attached hereto as Attachment C. .

Staff Report prepared by Andrés González, Senior Services Supervisor

ATTACHMENTS:

Attachment A - Resolution No. 20-120

Attachment B- ENP Allocation Letter

Attachment C - Amendment No. 9 Agreement

ATTACHMENT A

RESOLUTION NO. 20-120

A RESOLUTION OF THE CITY OF SOUTH EL MONTE APPROVING AMENDMENT NO. 9 TO THE CURRENT COUNTY OF LOS ANGELES COMMUNITY AND SENIOR SERVICES AGREEMENT FOR THE ELDERLY NUTRITION PROGRAM SERVICES FOR FISCAL YEAR 2019-2020

WHEREAS, on July 1, 2016, the City Council approved an elderly nutrition program agreement with the County of Los Angeles through its Department of Workforce Development, Aging and Community and Senior Services ("County") for County Funding for the City of South El Monte's Elderly Nutrition Program ("Agreement"). The Agreement was for a four-year term commencing July 1, 2016 through June 30, 2020; and

WHEREAS, on June 12, 2018, the City Council approved an amendment ("Amendment No. 1") to the Agreement to allocate baseline funding in the amount of $169,091 in exchange for additional defined program services to be provided by the City during Fiscal Year 2017-18 and to provide further updates to the Agreement; and

WHEREAS, on July 24, 2018, the City Council approved an amendment ("Amendment No. 2") to the Agreement to allocate baseline funding in the amount of $169,091 and to provide information on any pending acquisition and mergers. The City also agreed to give consideration for employment to participants in the County social services programs who meet the City's minimum qualifications for any open positions and to report all open job positions to the County; and

WHEREAS, on January 8, 2019, the City Council approved an amendment ("Amendment No. 3") to the Agreement to increase the baseline funding by $16,100 to $185,191 during FY 2018-19. The additional funds help to offset the cost of serving 3,500 additional meals that the City received funding for during Fiscal Year 2018-2019; and

WHEREAS, on April 9, 2019, the City Council approved an amendment ("Amendment No. 4") to the Agreement to increase baseline funding by $8,292 to $193,483 during Fiscal Year 2018-19 only. The additional funds were granted by the County to purchase a new commercial dishwasher and two heating cabinets; and

WHEREAS, on September 10, 2019, the City Council approved an amendment ("Amendment No. 5") to the Agreement to allocate baseline funding in the amount of $185,191 to provide Elderly Nutrition Program Services during Fiscal Year 2019-20; and

WHEREAS, on February 11, 2020, the City Council approved an amendment ("Amendment No. 6") to the Agreement to increase the unit rate for each funded Elderly Nutrition Program Service Categories by fourteen percent (14%) during Fiscal Year 2019-20; and

WHEREAS, on February 25, 2020, the City Council approved an amendment ("Amendment No. 7") to the Agreement to increase the baseline funding from $185,191 to $229,361 during Fiscal Year 2019-2020; and

WHEREAS, On May 26, 2020, the City Council approved an amendment ("Amendment No. 8") to the Agreement to increase the baseline funding from $229,361 to $260,361 during Fiscal Year 2019-2020; and

WHEREAS, the City and County determined that an amendment ("Amendment No. 9") to the Agreement is necessary to allocate Older Americans Act ("OOA") Title III B (Supportive Services and Senior Centers) Disaster Relief funding in the amount of $34,289, to increase the baseline funding from $260,361 to $294,650 during FY 2019-20 only; and

WHEREAS, the City Council now desires to approve Amendment No. 9 to the Agreement to: (1) allocate Older Americans Act ("OOA") Title III B (Supportive Services and Senior Centers) Disaster Relief funding in the amount of $34,289, increasing the baseline funding from $260,361 to $294,650 during FY 2019-20 only, which shall be reimbursed to the City in exchange for additional defined and contracted ENP Title III C-1 Services to be provided by the City during FY 2019-20; (2) reflect updates to Service delivery and other changes previously communicated to the City in response to the COVID-19 pandemic, which required the parties to take immediate actions to remedy the impact on Services during this emergency; and (3) provide for the other changes set forth in Amendment No. 9, which is attached to the staff report accompanying this Resolution as Attachment C.

THE CITY COUNCIL OF THE CITY OF SOUTH EL MONTE DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1: The above recitals, and each of them, are true and correct.

SECTION 2: The City Council hereby authorizes and directs the City Manager to execute Amendment No. 9 in substantially the form attached as Attachment C to the November 10, 2020 staff report accompanying this Resolution. The Council further directs the City Manager to take all actions necessary to effectuate Amendment No. 9.

SECTION 3: The City Council hereby authorizes the FY 19-20 Budget Adjustment in the amount of $34,289 to compensate for the increase in meals rendered during the contract term for FY 19-20.

SECTION 4: The City Clerk shall certify to the adoption of this Resolution

PASSED, APPROVED AND ADOPTED this 10th day of November, 2020.

____
Gloria Olmos, Mayor

ATTEST:

____
Donna Schwartz, City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF SOUTH EL MONTE)

I, Donna Schwartz, City Clerk of the City of South El Monte, do hereby certify that the foregoing Resolution, being Resolution No. 20-120 was passed and approved by the City Council of the City of South El Monte at a regular meeting of said Council held on the 10th day of November, 2020 and that said Resolution was adopted by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

____
Donna Schwartz, City Clerk

ATTACHMENT B

lacounty.gov

COUNTY OF LOS ANGELES
WORKFORCE DEVELOPMENT, AGING AND COMMUNITY SERVICES

3175 West Sixth Street ■ Los Angeles, CA 90020
Tel: 213-738-2617

wdacs.lacounty.gov

"Connecting communities and improving the lives of all generations"

Otto Solórzano
Acting Director

October 23, 2020

City of South El Monte
Attention: Ms. Rachel Barbosa
1415 N. Santa Anita Avenue
South El Monte, CA 91733

FISCAL YEAR 2019-20 FUNDING ALLOCATION FOR ELDERLY NUTRITION PROGRAM OVER-SERVICES

Dear Ms. Barbosa:

County of Los Angeles Workforce Development, Aging and Community Services (County) intends to amend City of South El Monte's (Subrecipient's) Elderly Nutrition Program (ENP) Subaward. The Subaward Amendment information is outlined below:

- Purpose: Subrecipient shall utilize Older Americans Act (OAA) Title III B (Supportive Services and Senior Centers) Disaster Relief funding in exchange for the ENP Title III C-1 over-services provided by Subrecipient in Fiscal Year (FY) 2019-2020.
- Subaward Number: ENP162010
- Amendment Number: Nine
- Subaward Term: July 1, 2019 through June 30, 2020
- Over-Services Funding Allocation: $34,289
- Period Funds Available for Use (subject to execution of Amendment): May 1, 2020 through June 30, 2020
- Supervisorial District: 1
- Funding Source(s), Service Category(ies) and Unit Rate(s) are as follows:

Funding Source	Service Category	Unit Rate	Allocation Amount
Older Americans Act (OAA) Title III B Disaster Relief	American Meals	$6.95	**$34,289** [1]
	Ethnic Meals		
Total Over-Services Funding			$34,289
Total FFCRA Funding (Refer to FY 2019-20 FFCRA Funding Allocation Letter)			$31,000
Total Additional Funding (Refer to FY 2019-20 Additional Funding Allocation Letter)			$44,170
Total Original Baseline (Refer to FY 2019-20 Original Baseline Funding Allocation Letter)			$185,191
Total Subaward Sum Year 4 (Over-Services Funding, FFCRA Funding, Additional Funding and Original Baseline)			**$294,650**

[1] Complete one (1) Budget and one (1) MPS for C-1 Program Services reflecting the Allocation Amount.

If you have any questions, please contact Irma Panosian of my staff by phone or e-mail as follows: (323) 336-5426 or ipanosian@wdacs.lacounty.gov.

Thank you.

Carol Domingo

Carol Domingo, Program Manager
Contracts Management Division

ATTACHMENT C

ELDERLY NUTRITION PROGRAM (ENP)
SUBAWARD NUMBER ENP162010
SUBAWARD PERIOD JULY 1, 2016 – JUNE 30, 2020

AMENDMENT NINE

This Amendment is made and entered into by and between

COUNTY OF LOS ANGELES THROUGH ITS DEPARTMENT OF WORKFORCE DEVELOPMENT, AGING AND COMMUNITY SERVICES
("County" or "WDACS")

County's Business Address
3175 West Sixth Street
Los Angeles, CA 90020

and

City of South El Monte
("Contractor" or "Subrecipient")

Subrecipient's Business Address
1415 North Santa Anita Ave
South El Monte, CA 91733

WHEREAS, reference is made to that certain document entitled "Elderly Nutrition Program (ENP) Subaward Number ENP162010 Subaward Period July 2016 – June 2020" dated July 1, 2016, and the Amendments thereto (hereafter collectively referred to as "Contract" or "Subaward"); and

WHEREAS, the parties hereto have previously entered into the above referenced Subaward for the purpose of providing Elderly Nutrition Program (ENP) Services, which include serving congregate meals and home-delivered meals as well as conducting telephone reassurance to the older adult population in Los Angeles County (excluding the City of Los Angeles); and

WHEREAS, County and Subrecipient recognize and agree that specific terms (including, but not limited to, Contract, Subaward, Contractor, Subrecipient, Subcontract, Lower Tier Subaward, Subcontractor and Lower Tier Subrecipient) are used interchangeably throughout this Amendment in order to comply with Federal, State, and County regulations; and

WHEREAS, during Fiscal Year 2019-2020 when the Subaward was still in effect, Subrecipient provided over-services totaling **$34,289** in response to the increased demand for meals as a result of the COVID-19 pandemic; and

WHEREAS, on September 22, 2020, WDACS received delegated authority from the County of Los Angeles Board of Supervisors to retroactively amend this Subaward in order to increase the Subaward Sum(s) and reimburse Subrecipient in exchange for the over-services provided by Subrecipient during Fiscal Year 2019-2020; and

WHEREAS, it is the intent of the parties to amend this Subaward in accordance with guidance issued by the Administration for Community Living and California Department of Aging as it relates to the spending flexibility that is authorized under the Older Americans Act (Section 310 (c)) on the basis of the public emergency created by the COVID-19 pandemic (declared as a major disaster by the State of California on March 22, 2020), County is allocating Older Americans Act (OAA) Title III B (Support Services and Senior Centers) Disaster Relief funding in the amount of **$34,289** , which shall be reimbursed to Subrecipient in exchange for the ENP Title III C-1 over-services provided by Subrecipient in Fiscal Year 2019-2020; and,

WHEREAS, it is the intent of the parties to amend this Subaward to provide for the other changes set forth herein; and

WHEREAS, the Subaward provides that changes to its terms may be made in the form of a written Amendment, which is formally approved and executed by the parties.

NOW THEREFORE, THE PARTIES HERETO AGREE AS FOLLOWS:

I. This Amendment shall commence **upon execution by all parties**.

II. Subparagraph 5.2.6 is deleted in its entirety and replaced as follows:

5.2.6 **Subaward Sum Year 4 Funding Source(s)**

5.2.6.1 The Subaward Sum Year 4 for the third Fiscal Year of this Subaward is comprised of monies which are identified by the funding source(s) or governing statute(s) listed below. The funding source(s) and governing statute(s) authorize County to use these monies to provide Program Services.

5.2.6.2 OAA Title III B (Supportive Services and Senior Centers) original baseline funds available for use for Supervisorial District 1 for contracted ENP Title III B Services identified in the "Fiscal Year 2019-20 Original Baseline Funding Allocation for Elderly Nutrition Program Services" funding allocation letter for the term of July 1, 2019 through June 30, 2020: **$1,000**

5.2.6.3 OAA Title III C-1 (Nutrition Services) original baseline funds available for use for Supervisorial District 1 for contracted ENP Title III C-1 Services identified in the "Fiscal Year 2019-20 Original Baseline Funding Allocation for Elderly Nutrition Program Services" funding allocation letter for the term of July 1, 2019 through June 30, 2020: **$160,867**

5.2.6.4 OAA Title III C-2 (Nutrition Services) original baseline funds available for use for Supervisorial District 1 for contracted ENP Title III C-2 Services identified in the "Fiscal Year 2019-20 Original Baseline Funding Allocation for Elderly Nutrition Program Services" funding allocation letter for the term of July 1, 2019 through June 30, 2020: **$23,324**

5.2.6.5 OAA Title III B (Supportive Services and Senior Centers) Additional Funding available for use for Supervisorial District 1 for contracted ENP Title III B Services as identified in the "Fiscal Year 2019-20 Additional Funding Allocation for Elderly Nutrition Program Services" funding allocation letter for the term of July 1, 2019 through June 30, 2020 (consistent with California Department of Aging contract number AP-1920-19, Amendment 2): **$170**

5.2.6.6 OAA Title III C-1 (Nutrition Services) Additional Funding available for use for Supervisorial District 1 for contracted ENP Title III C-1 Services as identified in the "Fiscal Year 2019-20 Additional Funding Allocation for Elderly Nutrition Program Services" funding allocation letter for the term of July 1, 2019 through June 30, 2020 (consistent with California Department of Aging contract number AP-1920-19, Amendment 2): **$25,000**

5.2.6.7 OAA NSIP Additional Funding available for use for Supervisorial District 1 for Congregate Meal Services as identified in the "Fiscal Year 2019-20 Additional Funding Allocation for Elderly Nutrition Program Services" funding allocation letter for the term of July 1, 2019 through June 30, 2020 (consistent with California Department of Aging contract number AP-1920-19, Amendment 2): **$17,000**

5.2.6.8 OAA NSIP Additional Funding available for use for Supervisorial District 1 for Home Delivered Meal Services as identified in the "Fiscal Year 2019-20 Additional Funding Allocation for Elderly Nutrition Program Services" funding allocation letter for the term July 1, 2019 through

June 30, 2020 (consistent with California Department of Aging contract number AP-1920-19, Amendment 2): **$2,000**

5.2.6.9 FFCRA funding [available for use only after all other OAA Title III C-1 (Nutrition Services) funding has been exhausted] for Supervisorial District 1 for contracted ENP Title III C-1 Services as identified in the "Fiscal Year 2019-20 FFCRA Funding Allocation for Elderly Nutrition Program Services" funding allocation letter for the term of March 20, 2020 through June 30, 2020 (consistent with California Department of Aging Notice on California Major Disaster Declaration Approved – Area Plan (AP-1920) Contract Program Spending Flexibility): **$31,000**

5.2.6.10 OAA Title III B (Support Services and Senior Centers) Disaster Relief funding available for use for Supervisorial District 1 for ENP Title III C-1 over-services as identified in the "Fiscal Year 2019-2020 Funding Allocation for Elderly Nutrition Program Over-Services" funding allocation letter for the term of May 1, 2020 through June 30, 2020 (consistent with the approach used by California Department of Aging Notice on California Major Disaster Declaration Approved – Area Plan (AP-1920) Contract Program Spending Flexibility): **$34,289**

III. Subparagraph 5.3.4 (Federal Award Identification Number (FAIN)) is deleted in its entirety and replaced as follows:

5.3.4 **Federal Award Identification Number (FAIN)**

5.3.4.1 July 1, 2016 – June 30, 2017: 16AACAT3SS; 17AACAT3SS; 16AACAT3CM; 17AACAT3CM; 16AACAT3HD; 17AACAT3HD; 16AACANSIP; and, 17AACANSIP

5.3.4.2 July 1, 2017 - June 30, 2018: 17AACAT3SS; 18AACAT3SS; 17AACAT3CM; 18AACAT3CM; 17AAAT3HD; 18AACAT3HD; 17AACANSIP; and, 18AACANSIP

5.3.4.3 July 1, 2018 - June 30, 2019: 18AACAT3SS; 19AACAT3SS; 18AACAT3CM; 19AACAT3CM; 18AACAT3HD; 19AACAT3HD; 18AACANSIP; and, 19AACANSIP

5.3.4.4 July 1, 2019 – June 30, 2020: 1901CAOASS-01; 2001CAOASS-00; 1901CAOACM-01; 2001CAOACM-00; 1901CAOAHD-01; 2001CAOAHD-00; 1901CAOANS-00; 2001CAOANS-00; 2001CACMC2-00; and 2001CAHDC2-00

IV. Subparagraph 5.3.7 (Amount of Federal Funds Obligated by this Action:) is deleted in its entirety and replaced as follows:

5.3.7 **Amount of Federal Funds Obligated by this Action**

5.3.7.1 Original Subaward: $169,091

5.3.7.2 Amendment One: $169,091

5.3.7.3 Amendment Two: $169,091

5.3.7.4 Amendment Three: $16,100

5.3.7.5 Amendment Four: $8,292

5.3.7.6 Amendment Five: $185,191

5.3.7.7 Amendment Six: $0

5.3.7.8 Amendment Seven: $44,170

5.3.7.9 Amendment Eight: $31,000

5.3.7.10 Amendment Nine: $34,289

V. Subparagraph 5.3.8 (Total Amount of Federal Funds Obligated to Subrecipient (Subaward Sum): is deleted in its entirety and replaced as follows:

5.3.8 **Total Amount of Federal Funds Obligated to Subrecipient (Subaward Sum)**

5.3.8.1 Subaward Sum Year 1: $169,091

5.3.8.2 Subaward Sum Year 2: $169,091

5.3.8.3 Subaward Sum Year 3: $193,483

5.3.8.4 Subaward Sum Year 4: $294,650

VI. Subparagraph 5.3.9 is deleted in its entirety and replaced as follows:

5.3.9 Total Amount of Federal Award (Maximum Subaward Sum): $826,315

VII. Subparagraph 5.3.10 (Federal Award Project Description) is deleted in its entirety and replaced as follows:

5.3.10 **Federal Award Project Description**

5.3.10.1 July 1, 2016 – June 30, 2017: Federal Title IIIB 3BAL16-16 and 3BAL17-16; Federal Title III C1 C1AL16-16 and C1AL17-16; Federal Title III C2 C2AL16-16 and C2AL17-16

5.3.10.2 July 1, 2017- June 30, 2018: Federal Title IIIB 3BAL17-17 and 3BAL18-17; Federal Title III C1 C1AL17-17 and C1AL18-17; Federal Title III C2 C2AL17-17 and C2AL18-17

5.3.10.3 July 1, 2018- June 30, 2019: Federal Title IIIB 3BAL18-18 and 3BAL19-18; Federal Title III C1 C1AL18-18 and C1AL19-18; Federal Title III C2 C2AL18-18 and C2AL19-18

5.3.10.4 July 1, 2019 – June 30, 2020: Federal Title IIIB 3BSL19-19 and 3BSL20-19; Federal Title III C1 3C1L19-19 and 3C1L20-19; Federal Title III C2 3C2L19-19 and 3C2L20-19; NSIP C1 NC1L19-19 and NC1L20-19; NSIP C2 NC2L19-19 and NC2L20-19; Federal Title III C1 CRCM and Federal Title III C2 CRHD

VIII. "Exhibit W1 (Budget for Title III C-1 Program Services) Amendment 10 {FY 2019-2020 Over-Services Funding}" is added, is an addendum to "Exhibit W1 (Budget for Title III C-1 Program Services)", and is incorporated herein by reference.

IX. "Exhibit X1 (Mandated Program Services for Title III C-1 Program) Amendment 10 {FY 2019-20 Over-Services Funding}" is added, is an addendum to "Exhibit X1 (Mandated Program Services for Title III C-1 Program)", and is incorporated herein by reference.

X. The "Fiscal Year 2019-2020 Funding Allocation for Elderly Nutrition Program Over-Services" funding allocation letter is incorporated herein by reference.

All other terms and conditions of the Subaward shall remain in full force and effect.

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IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this **Amendment Nine** to be subscribed on its behalf by the Acting Director of Workforce Development, Aging and Community Services, and the Subrecipient has subscribed the same through its Authorized Representative. The Authorized Representative(s) signing on behalf of Subrecipient warrants under penalty of perjury that he or she is authorized to bind Subrecipient.

COUNTY OF LOS ANGELES

By ______________________________ ____________

Otto Solórzano, Acting Director
County of Los Angeles
Workforce Development, Aging
and Community Services

Date

SUBRECIPIENT

City of South El Monte
Subrecipient's Legal Name

ENP162010
Subaward Number

By______________________________ ____________

Name of Authorized Representative

Date

____
Title

____
Signature

By______________________________ ____________

Name of Authorized Representative

Date

____
Title

____
Signature

Approved as to Form:

OFFICE OF COUNTY COUNSEL
Mary C. Wickham, County Counsel

By ______________________________

Lawrence M. Green
Senior Deputy County Counsel

City Council Agenda Report

Agenda Item No. 7.d.

DATE:	November 10, 2020
TO:	Honorable Mayor and Members of the City Council
APPROVED BY:	Rachel Barbosa, City Manager
APPROVED AS TO FORM:	Anthony R. Taylor, City Attorney
SUBMITTED BY:	Rene Salas, Deputy City Manager
SUBJECT:	CONSIDERATION OF A BLUE CURB FEE WAIVER REQUEST BY RICHARD GALVEZ FOR 10310 FERN STREET

SUMMARY: The City received a written request from Mr. Richard Galvez asking the City to waive all fees for the installation of a disabled blue curb parking spot in front of his home due to financial hardship.

RECOMMENDATION: Staff recommends City Council approve the request to waive the $400 installation fee and the annual renewal fee of $25.

FISCAL IMPACT: The application for an on street disabled accessible parking space calls for a one time $400 installation fee and an annual fee of $25 for maintenance. Therefore, the initial fiscal impact associated with this action amounts to $425 that will be subsidized by the General Fund in FY2020/21. Furthermore, an annual amount of $25 for each consecutive year thereafter will also be subsidized by the General Fund for associated maintenance costs.

DISCUSSION: On September 16, 2020, staff received an application for on-street disabled (Blue curb) accessible parking to be installed at 10310 Fern Street. The Evaluation of a request for a blue curb includes a site visit to investigate and determine whether the blue curb location is appropriate and to review the current available off street parking on the property. Staff looked for any curb obstructions requiring repair, landscape parkway obstructions, and an appropriate place to install the handicap sign.

In his letter to the City, Mr. Galvez stated that there is no off-street parking available and he has difficulty finding parking on the street close to his home. On the site visit, Mr. Galvez stated that he is disabled due to medical issues stemming from his time in the military and that he is on a fixed income. Upon investigating the propose site, staff determined that the blue curb would be appropriate in front of the property.

The applicant has requested the fee waiver due to financial hardship. Staff recommends waiving the $400 installation fee and $25 annual maintenance fee for the blue curb at 10310 Fern Street.

ATTACHMENTS:

Attachment A - Application

ATTACHMENT A

SOUTH EL MONTE
CITY OF ACHIEVEMENT

APPLICATION FOR
ON STREET DISABLED ACCESSIBLE PARKING

1. Name of Applicant RICARDO GALVEZ Phone No. [redacted]

2. Address of Applicant 10310 FERN ST. S. ELMONTE, CA 91733

3. Do you have access to off street parking at your resident? Yes ____ No

If yes, explain why your garage or driveway does not meet your needs:

NO GAGARGE & NO PARKING SPOT

Has Requested a waivn of the fees — RSolos

4. If you are not the owner of this property, please have owner (or legal representative) attest to their support of the application by completing below:

Name JUAN GALVEZ Address [redacted]

Phone No [redacted] Signature [redacted]

5. DMV Disabled Persons/Vehicle Identification Information:

License Plate No [redacted] Disabled Persons Placard ____________

Please ATTACH a copy of either:

(a) Your DMV – issued Disabled Person Placard Identification Card/Receipt, or

(b) Your DMV – Issued vehicle registration with a number in the appropriate CP or DV series.

DO NOT SEND A COPY OF YOUR PLASTIC DISABLED PERSON PLACARD. This will not be acceptable

Note: To qualify you MUST provide all of the information listed above.

In submitting this application I understand and agree to the following.

- The evaluation may involve City staff entering my property for the purpose of ascertaining the presence, if any, of off-street parking.
- Approval of this application does not constitute a permanent agreement to provide blue zones. A yearly renewal process, to assure continued eligibility will require my timely submission of requested information in order to maintain validity of the handicapped parking zone. Blue zones may also be removed at any time as needed for public right-of-way purposes.
- I agree to abide to the posted street sweeping schedule
- I hereby affirm under penalty of perjury that the information provided on this application is complete and correct.
- I agree to pay the cost of installing the blue curb and sign estimated to be $400.00 plus a $25.00 yearly renewal fee.

SIGNATURE OF APPLICANT [redacted] DATE 9-16-20

APPROVED BY CITY MANAGER ____ DATE 11/3/2020

City Council Agenda Report

Agenda Item No. 7.e.

DATE: November 10, 2020

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rachel Barbosa, City Manager

APPROVED AS TO FORM: Anthony R. Taylor, City Attorney

SUBMITTED BY: Colby Cataldi, Community Development Director

SUBJECT: CONSIDERATION OF RESOLUTION NO. 20-121, APPROVING PROJECT ACCEPTANCE AND COMPLETION FOR THE SENIOR CENTER WOMEN & MEN'S RESTROOM RENOVATION PROJECT FUNDED BY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

SUMMARY: Senior Center Women & Men's Restroom Renovation Project was completed in compliance with the plans and specifications by Urban Professional Builders, Inc. The work included renovation of existing women and men's restroom facilities at the Senior Center. The final cost for the construction work completed by Urban Professional, Inc. is $76,800.

RECOMMENDATION: Staff recommends City Council adopt Resolution No. 20-121, accepting the improvements for the Senior Center Women & Men's Restroom Renovation Project and authorize the City Clerk to record the Notice of Completion. Upon approval, staff will file standard Notice of Completion at County Recorder's Office and release retention accordingly.

FISCAL IMPACT: The project was completed within the established budget, and there is no additional fiscal impact. The final cost for the construction work completed by Urban Professional Builders, Inc. is $76,800, which is within the approved contract amount.

DISCUSSION: The work includes renovation of existing women and men's restroom facilities at the Senior Center including accessibility improvements and replacement of fixtures including restroom partitions, toilets, urinals, sinks, and other related improvements.

On October 22, 2019, City Council authorized advertisement of Notice Inviting Bids for the Senior Center Women & Men's Restroom Renovation Project.

Only one bid was received by the City at the Bid Opening held on November 13, 2019, at 11:00 AM. Since the project involves federal funds, after required coordination with LACDC and due to federal competitive bid requirements, it became necessary to re-advertise the Notice Inviting Bids to receive more bids.

On January 14, 2020, City Council rejected the bids and authorized re-advertisement of Notice Inviting Bids for the Project.

On February 19, 2020 at 11:00 am, five (5) bids were received by the City. Out of five bids received, Urban Professional Builders, Inc. was found to be the lowest responsive bidder. The bid submitted by Urban Professional Builders, Inc. was in the amount of $76,800.

On March 24, 2020, the City Council awarded the construction contract to Urban Professional Builders, Inc. for $76,800, and approved 10% contingency.

In April 2020, Urban Professional Builders, Inc. began construction of the project per plans, specifications and bid documents per contract with the City.

The contract was completed within the project schedule and budget.

ATTACHMENTS:

Attachment A - Resolution No. 20-121

Attachment B - Notice of Completion

ATTACHMENT A

RESOLUTION NO. 20-121

A RESOLUTION OF THE SOUTH EL MONTE CITY COUNCIL ACCEPTING THE SENIOR CENTER WOMEN & MEN'S RESTROOM RENOVATION PROJECT (CDBG) AS COMPLETE AND AUTHORIZING THE CITY CLERK TO FILE THE NOTICE OF COMPLETION WITH THE LOS ANGELES COUNTY RECORDER

WHEREAS, the final cost for the construction work completed by Urban Professional Builders, Inc. is $76,800, which is within the approved contract amount;

WHEREAS, the project was reviewed by City Staff determined to be is completed satisfactorily;

WHEREAS, it is recommended that City Council accept the project as Complete and authorize staff to file the "Notice of Completion" with the County Recorder's Office for this project.;

THE SOUTH EL MONTE CITY COUNCIL HEREBY RESOLVES AS FOLLOWS:

SECTION 1: The City Council hereby adopts and approves this resolution accepting the work performed by Urban Professional Builders, Inc. for the Senior Center Women & Men's Restroom Renovation Project.

SECTION 2: The City council hereby authorizes the City Clerk to file a Notice of Completion with the Los Angeles County Recorder.

ADOPTED this 10th day of November, 2020.

____
Gloria Olmos, Mayor

ATTEST:

____
Donna G. Schwartz, City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF SOUTH EL MONTE)

I, Donna G. Schwartz, City Clerk of the City of South El Monte, hereby certifies that the foregoing Resolution, being Resolution No. 20-121, was adopted by the City Council of the City of South El Monte at a regular meeting of said Council held on the 10th day of November, 2020 and that said Resolution was adopted by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Donna G. Schwartz, City Clerk

ATTACHMENT B

RECORDING REQUESTED BY:

WHEN RECORDED MAIL TO:

CITY CLERK
CITY OF SOUTH EL MONTE
1415 Santa Anita Avenue
South El Monte, CA 91733

Free recording requested per Gov't Code 27383 | Space above this line for Recorder's use

NOTICE OF COMPLETION

Notice pursuant to Civil Code Section 9204, must be filed within 15 days after completion.

Notice is hereby given that:

1. The undersigned is owner and corporate officer of the owner of the interest or estate stated below in the property hereinafter described.
2. The full name of the owner is: CITY OF SOUTH EL MONTE
3. The full address of the owner is: 1415 Santa Anita Avenue, South El Monte, CA 91733
4. The nature of the title is: Fee
5. The full names and full addresses of all persons, if any, who hold this with the undersigned as joint tenants or as tenants in common are:

NAMES	ADDRESSES
NONE	

6. The full names and full addresses of the predecessors in interest of the undersigned. IF the property was transferred subsequent to the commencement of the work or improvements herein referred to:

NAMES	ADDRESSES
NONE	

7. A work of improvement on the property hereinafter described was completed on 08/06/2020. The work was: renovation of existing men and women restrooms at Senior Center and related work.
8. The name of the contractor, if any, for such work of improvement was Urban Professional Builders, Inc. 03/24/2020
(IF NO CONTRACTOR FOR WORK OF IMPROVEMENT AS A WHOLE, INSERT 'NONE') (DATE OF CONTRACT)
9. The property on which the work of improvement was completed is in South El Monte, County of Los Angeles, State of California, and is described as follows: 1556 Central Avenue, South El Monte, CA 91733.
10. The street address of the property is NONE
(IF NO STREET ADDRESS HAS BEEN OFFICIALY ASSIGNED, INSERT 'NONE')

Dated: _______________

CITY OF SOUTH EL MONTE

By:________________________
Colby Cataldi
Community Development Director

VERIFICATION

I, the undersigned, say: I am the Community Development Director of the City of South El Monte, the declarant of the foregoing notice of completion; I have read said notice of completion and know the content thereof; the same is true of my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

Executed on: __________________, at ____
(CITY) (STATE)

____
(PERSONAL SIGNATURE OF THE INDIVIDUAL WHO IS SWEARING THAT THE CONTENTS OF THE NOTICE OF COMPLETION ARE TRUE.))

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

State of California
County of ____________

Subscribed and sworn to (or affirmed) before me on this ______ day of ______________, 20__, by _______________________
____,
proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

(Seal) Signature_____________________

City Council Agenda Report

Agenda Item No. 7.f.

DATE: November 10, 2020

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rachel Barbosa, City Manager

APPROVED AS TO FORM: Anthony R. Taylor, City Attorney

SUBMITTED BY: Rene Salas, Deputy City Manager

SUBJECT: CONSIDERATION OF RESOLUTION NO. 20-122, APPROVING AMENDMENT NO. 3 TO THE AGREEMENT WITH THE COUNTY OF LOS ANGELES FOR THE ELDERLY NUTRITION PROGRAM SERVICES

SUMMARY: On July 1, 2020, a one-year agreement between the County of Los Angeles through its Department of Workforce Development, Aging and Community Services (the "County") and the City of South El Monte (the "City") was entered into to assist with the funding for the City's Elderly Nutrition Program Services (the "Agreement"). This Amendment will increase the allocated baseline funding from $309,000 to $404,000 resulting in an increase of $21,000 for Fiscal Year (FY) 2020-21 only. The $95,000 will be allocated through supplemental Federal Coronavirus Aid, Relief, and Economic Security Act ("CARES") funding.

RECOMMENDATION: Staff recommends City Council adopt Resolution No. 20-122, approving Amendment No. 3 and authorizing the City Manager, or her designee, to execute the same.

FISCAL IMPACT: Amendment No. 3 will bring the total cost to an amount not-to-exceed $404,000 for FY 2020-2021, an increase from FY 2019-20 Maximum Annual Subaward Sum. This will include $381,500 from Title III C-1, $21,500 from Title III C-2 and $1,000 from Title III B. The additional $95,000 funding does not require a cash match.

DISCUSSION: The City has provided lunch meals to seniors over the age of 60 and disabled individuals through the Congregate Meals Program and Home-Delivered Meals Program (collectively "Programs") for more than 20 years. The Elderly Nutrition Program is administered under the guidelines of the Federal Older Americans Act, which offers meals that meet USDA dietary guidelines and are offered at the Senior Center and to home-bound individuals. Although the Programs do not require participants to pay for meals, a donation ranging between $1.75 – $3.00 per meal is appreciated.

The County contributes to the City's Elderly Nutrition Program Services, which, offers lunch meals to seniors and provides an important opportunity for social contact and targets seniors most in need. The Congregate Meals Program serves meals in a group setting at the South El Monte Senior Center and meals are coordinated with other social services such as transportation, educational presentations, health screenings, recreation and wellness programs. This valuable program not only delivers a nutritious meal daily, but also serves as a mechanism to check up on the client, thereby providing an additional safety inspection and furthering the ability for him or her to continue to age in place.

At the request of Los Angeles County Department of Workforce Development, Aging and Community Services (WDACS) and in response to the California Safer at Home Initiative, the Congregate Meal Program has been suspended. The Home-Delivered Meals Program has been extended to serve every eligible South El Monte senior citizen age sixty (60) years and above. The Agreement will allow these key services to continue while complying with the requirements of the Safer at Home Initiative.

On October 13, 2020, the City Council approved an amendment ("Amendment No. 1") to the Agreement to allocate Coronavirus Aid, Relief, and Economic Security Act Funding in the amount of $79,000, to increase the baseline funding from $209,000 to $288,000 during Fiscal Year 2020-21 only.

On October 27, 2020, the City Council approved an amendment ("Amendment No. 2") to the Agreement to allocate Coronavirus Aid, Relief, and Economic Security Act Funding in the amount of $21,000, to increase the baseline funding from $288,000 to $309,000 during Fiscal Year 2020-21 only.

The Amendment No. 3 would do the following: (1) allocate Supplemental Federal Coronavirus Aid, Relief, and Economic Security Act ("CARES") funding in the amount of $95,000, increasing the baseline funding from $309,000 to $404,000 during FY 2020-21 only, which shall be reimbursed to the City in exchange for additional defined and contracted ENP Title III C-1 Services to be provided by the City during FY 2020-21; (2) reflect updates to Service delivery and other changes previously communicated to the City in response to the COVID-19 pandemic, which required the parties to take immediate actions to remedy the impact on Services during this emergency; and (3) provide for the other miscellaneous changes.

Staff report was prepared by Andres Gonzalez, Senior Services Supervisor.

ATTACHMENTS:

Attachment A - Resolution 20-122

Attachment B- ENP Allocation Letter

Attachment C - Amendment No. 3

ATTACHMENT A

RESOLUTION NO. 20-122

A RESOLUTION OF THE CITY OF SOUTH EL MONTE APPROVING AMENDMENT NO. 3 TO THE COUNTY OF LOS ANGELES COMMUNITY AND SENIOR SERVICES AGREEMENT FOR THE ELDERLY NUTRITION PROGRAM SERVICES FOR FISCAL YEAR 2020-2021

WHEREAS, on June 23, 2020, the City Council approved an elderly nutrition program agreement with the County of Los Angeles through its Department of Workforce Development, Aging and Community and Senior Services ("County") for County Funding for the City of South El Monte's Elderly Nutrition Program ("Agreement"). The Agreement was for a one-year term commencing July 1, 2020 through June 30, 2021; and

WHEREAS, on October 13, 2020, the City Council approved an amendment ("Amendment No. 1") to the Agreement to allocate Coronavirus Aid, Relief, and Economic Security Act Funding in the amount of $79,000, to increase the baseline funding from $209,000 to $288,000 during Fiscal Year 2020-21 only.

WHEREAS, on October 27, 2020, the City Council approved an amendment ("Amendment No. 2") to the Agreement to allocate Coronavirus Aid, Relief, and Economic Security Act Funding in the amount of $21,000, to increase the baseline funding from $288,000 to $309,000 during Fiscal Year 2020-21 only.

WHEREAS, the City and County determined that an amendment ("Amendment No. 3") to the Agreement is necessary to allocate Supplemental Federal Coronavirus Aid, Relief, and Economic Security Act ("CARES") funding in the amount of $95,000, to increase the baseline funding from $309,000 to $402,000 during Fiscal Year 2020-21 only.

WHEREAS, the City Council now desires to approve Amendment No. 3 to the Agreement to: (1) allocate Supplemental Federal Coronavirus Aid, Relief, and Economic Security Act ("CARES") funding in the amount of $95,000, increasing the baseline funding from $309,000 to $404,000 during FY 2020-21 only, which shall be reimbursed to the City in exchange for additional defined and contracted ENP Title III C-1 Services to be provided by the City during FY 2020-21; (2) reflect updates to Service delivery and other changes previously communicated to the City in response to the COVID-19 pandemic, which required the parties to take immediate actions to remedy the impact on Services during this emergency; and (3) provide for the other changes set forth in Amendment No. 3, which is attached to the staff report accompanying this Resolution as Attachment C.

THE CITY COUNCIL OF THE CITY OF SOUTH EL MONTE DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1: The above recitals, and each of them, are true and correct.

SECTION 2: The City Council hereby authorizes and directs the City Manager or her designee to execute Amendment No. 3 in substantially the form attached as Attachment C to the November 10, 2020 staff report accompanying this Resolution. The Council further directs the City

Manager or her designee to take all actions necessary to effectuate Amendment No. 3.

SECTION 3: The City Council hereby authorizes the FY 20-21 Budget Adjustment in the amount of $95,000 to compensate for the increase in meals rendered during the contract term for FY 20-21.

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

PASSED, APPROVED AND ADOPTED this 10th day of November, 2020.

____
Gloria Olmos, Mayor

ATTEST:

____
Donna Schwartz, City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF SOUTH EL MONTE)

I, Donna Schwartz, City Clerk of the City of South El Monte, do hereby certify that the foregoing Resolution, being Resolution No. 20-122 was passed and approved by the City Council of the City of South El Monte at a regular meeting of said Council held on the 10th day of November, 2020 and that said Resolution was adopted by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

____
Donna Schwartz, City Clerk

ATTACHMENT B

CONTACT INFORMATION

3175 West Sixth Street
Los Angeles, CA 90020
WDACS (888-211-0644)
APS hotline (1-877-477-3646)
info@wdacs.lacounty.gov
WDACS.LACOUNTY.GOV

November 4, 2020

City of South El Monte
Attention: Ms. Rachel Barbosa
1415 N. Santa Anita Avenue
South El Monte, CA 91733

FISCAL YEAR 2020-21 SUPPLEMENTAL FEDERAL CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT FUNDING ALLOCATION FOR ELDERLY NUTRITION PROGRAM SERVICES

Dear Ms. Barbosa:

County of Los Angeles Workforce Development, Aging and Community Services (County) intends to amend City of South El Monte's (Subrecipient's) Elderly Nutrition Program (ENP) Subaward. The Subaward Amendment information is outlined below:

- Purpose: Subrecipient shall utilize supplemental federal Coronavirus Aid, Relief, and Economic Security (CARES) Act funding to provide additional defined and contracted ENP Title III C-1 Program Services during Fiscal Year (FY) 2020-21.
- Subaward Number: ENP202110
- Amendment Number: Three
- Subaward Term: July 1, 2020 through June 30, 2021
- Supplemental Federal CARES Act Funding Allocation: $95,000
- Period Funds Available for Use (subject to execution of Amendment): July 1, 2020 through December 30, 2020
- Supervisorial District: 1
- Funding Source(s), Service Category(ies) and Unit Rate(s) are as follows:

Funding Source	Service Category	Unit Rate		Allocation
		7/1/2020-8/31/2020	9/1/2020-6/30/2021	
FEDERAL CARES Act	American Meals	$6.95	$6.60	**$95,000**
	Ethnic Meals			
Supplemental Federal CARES Act Funding				$95,000
Additional Federal CARES Act Funding (Refer to FY 2020-21 Additional Federal CARES Act Funding Allocation Letter)				$21,000
CARES Act Funding (Refer to FY 2020-21 CARES Act Funding Allocation Letter)				$79,000
Baseline Funding (Refer to FY 2020-21 Baseline Funding Allocation Letter)				$209,000
Subaward Sum Year 1 (SSY1) (Supplemental Federal CARES Act, Additional Federal CARES Act, CARES Act and Baseline Funding)				**$404,000**

The CARES Act requires Subrecipient to comply with all applicable CARES Act provisions and requirements which includes, but is not limited to, maintaining Client attestations confirming that the Client has been directly impacted by the COVID-19 outbreak.

For more information on CARES Act requirements, please visit the following:

- United States Department of Treasury website: https://home.treasury.gov/policy-issues/cares
- Coronavirus Relief Fund Guidance: https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Guidance-for-State-Territorial-Local-and-Tribal-Governments.pdf
- Memorandum for Coronavirus Relief Fund Recipients: https://home.treasury.gov/system/files/136/IG-Coronavirus-Relief-Fund-Recipient-Reporting-Record-Keeping-Requirements.pdf

If you have any questions, please contact Irma Panosian of my staff by phone or e-mail as follows: (323) 336-5426 or ipanosian@wdacs.lacounty.gov.

Thank you.

Carol Domingo

Carol Domingo, Program Manager
Contracts Management Division

ATTACHMENT C

ELDERLY NUTRITION PROGRAM (ENP)
SUBAWARD NUMBER ENP202110
SUBAWARD PERIOD JULY 2020 – JUNE 2021

AMENDMENT THREE

This Amendment is made and entered into by and between

COUNTY OF LOS ANGELES THROUGH ITS DEPARTMENT OF WORKFORCE DEVELOPMENT, AGING AND COMMUNITY SERVICES
(“County” or “WDACS”)

County’s Business Address
3175 West Sixth Street
Los Angeles, CA 90020

and

CITY OF SOUTH EL MONTE
(“Contractor” or “Subrecipient”)

Subrecipient’s Business Address
1415 N. Santa Anita Avenue
South El Monte, CA 91733

WHEREAS, reference is made to that certain document entitled “Elderly Nutrition Program (ENP) Subaward Number ENP202110 Subaward Period July 2020 – June 2021” dated July 1, 2020 (“Contract” or “Subaward”); and

WHEREAS, the parties hereto have previously entered into the above referenced Subaward for the purpose of providing Elderly Nutrition Program (ENP) Services, which include serving congregate meals and home-delivered meals as well as conducting telephone reassurance to the older adult population in Los Angeles County (excluding the City of Los Angeles); and

WHEREAS, County and Subrecipient recognize and agree that specific terms (including, but not limited to, Contract, Subaward, Contractor, Subrecipient, Subcontract, Lower Tier Subaward, Subcontractor and Lower Tier Subrecipient) are used interchangeably throughout this Amendment in order to comply with federal, state, and County regulations; and

WHEREAS, it is the intent of the parties to amend this Subaward to allocate supplemental federal Coronavirus Aid, Relief, and Economic Security (CARES) Act funding in the amount of **$95,000** which shall be reimbursed to Subrecipient in exchange for additional defined and contracted ENP Congregate Meal Services as specified herein to be provided by Subrecipient during Fiscal Year 2020-21; and

WHEREAS, it is the intent of the parties to amend this Subaward to provide for other changes set forth herein; and

WHEREAS, the Subaward provides that changes to its terms may be made in the form of a written Amendment, which is formally approved and executed by the parties.

NOW THEREFORE, THE PARTIES HERETO AGREE AS FOLLOWS:

I. This Amendment shall commence **upon execution by all parties**.

II. Subparagraph 5.1.3 is deleted in its entirety and replaced as follows:

5.1.3 **Subaward Sum Year 1 Funding Source(s)**

5.1.3.1 The Subaward Sum Year 1 for this Subaward is comprised of monies which are identified by the funding source(s) or governing statute(s) listed below. The funding source(s) and governing statute(s) authorize County to use these monies to provide Program Services.

5.1.3.2 Older Americans Act (OAA) Title III B (Supportive Services and Senior Centers) Original Baseline Funds

5.1.3.2.1 Subaward Sum: **$1,000**

5.1.3.2.2 Service Area: Supervisorial District 1

5.1.3.2.3 Period of Performance: July 1, 2020 – June 30, 2021

5.1.3.2.4 Allocation Letter: Fiscal Year 2020-21 Original Baseline Funding Allocation for Elderly Nutrition Program Services

5.1.3.3 OAA Title III C-1 (Nutrition Services) Original Baseline Funds

5.1.3.3.1 Subaward Sum: **$186,500**

5.1.3.3.2 Service Area: Supervisorial District 1

5.1.3.3.3 Period of Performance: July 1, 2020 – June 30, 2021

5.1.3.3.4 Allocation Letter: Fiscal Year 2020-21 Original Baseline Funding Allocation for Elderly Nutrition Program Services

5.1.3.4 OAA Title III C-2 (Nutrition Services) Original Baseline Funds

5.1.3.4.1 Subaward Sum: **$21,500**

5.1.3.4.2 Service Area: Supervisorial District 1

5.1.3.4.3 Period of Performance: July 1, 2020 – June 30, 2021

5.1.3.4.4 Allocation Letter: Fiscal Year 2020-21 Original Baseline Funding Allocation for Elderly Nutrition Program Services

5.1.3.5 Federal CARES Act Funds for ENP Congregate Meal Services

5.1.3.5.1 Subaward Sum: **$15,000**

5.1.3.5.1.1 Subrecipient shall expend these funds before OAA Title III C-1 (Nutrition Services) and FFCRA (if applicable) for ENP Congregate Meal Services funding

5.1.3.5.1.2 Subrecipient shall ensure that these funds are also used to serve waitlist Clients which are assigned to Subrecipient by County.

5.1.3.5.2 Service Area: Supervisorial District 1

5.1.3.5.3 Period of Performance: July 1, 2020 – December 30, 2020 (pursuant to Los Angeles County Chief Executive Officer (CEO) Board Motion dated August 4, 2020)

5.1.3.5.4 Allocation Letter: Fiscal Year 2020-21 CARES Act Funding Allocation for Elderly Nutrition Program Services

5.1.3.6 California Department of Aging (CDA) CARES Act Funds for ENP Congregate Meal Services

5.1.3.6.1 Subaward Sum: **$64,000** (available for use only after exhausting all federal CARES Act for ENP Congregate Meal Services, OAA Title III C-1 (Nutrition Services), and FFCRA (if applicable) for ENP Congregate Meal Services funding)

5.1.3.6.2 Service Area: Supervisorial District 1

5.1.3.6.3 Period of Performance: July 1, 2020 – June 30, 2021 (consistent with CDA Program Memo No. 20-13 (Corrected) issued on July 16, 2020)

5.1.3.6.4 Allocation Letter: Fiscal Year 2020-21 CARES Act Funding Allocation for Elderly Nutrition Program Services

5.1.3.7 Additional Federal CARES Act Funds for ENP Congregate Meal Services

5.1.3.7.1 Subaward Sum: **$21,000**

5.1.3.7.1.1 Subrecipient shall expend these funds before OAA Title III C-1 (Nutrition Services) and FFCRA (if applicable) for ENP Congregate Meal Services funding

5.1.3.7.2 Service Area: Supervisorial District 1

5.1.3.7.3 Period of Performance: July 1, 2020 – December 30, 2020 (pursuant to Los Angeles County CEO Board Motion dated August 4, 2020)

5.1.3.7.4 Allocation Letter: Fiscal Year 2020-21 Additional Federal CARES Act Funding Allocation for Elderly Nutrition Program Services

5.1.3.8 Supplemental Federal CARES Act Funds for ENP Congregate Meal Services

5.1.3.8.1 Subaward Sum: **$95,000**

5.1.3.8.1.1 Subrecipient shall expend these funds before OAA Title III C-1 (Nutrition Services) and FFCRA (if applicable) for ENP Congregate Meal Services funding

5.1.3.8.2 Service Area: Supervisorial District 1

5.1.3.8.3 Period of Performance: July 1, 2020 – December 30, 2020 (pursuant to Los Angeles County CEO Board Motion dated August 4, 2020)

5.1.3.8.4 Allocation Letter: Fiscal Year 2020-21 Supplemental Federal CARES Act Funding Allocation for Elderly Nutrition Program Services

III. Subparagraph 5.10.7 is deleted in its entirety and replaced as follows:

5.10.7 **Amount of Federal Funds Obligated by this Action**:

5.10.7.1 Original Subaward: $209,000

5.10.7.2 Amendment One: $79,000

5.10.7.2.1 Federal CARES Act Funds: $15,000

5.10.7.2.2 CDA CARES Act Funds: $64,000

5.10.7.3 Amendment Two: $21,000

5.10.7.4 Amendment Three: $95,000

IV. Subparagraph 5.10.8 is deleted in its entirety and replaced as follows:

5.10.8 **Total Amount of Federal Funds Obligated to Subrecipient (Subaward Sum):**

5.10.8.1 Subaward Sum Year 1: $404,000

V. Subparagraph 5.10.9 is deleted in its entirety and replaced as follows:

5.10.9 Total Amount of Federal Award (Maximum Subaward Sum): $404,000

VI. Subparagraph 5.10.11 is deleted in its entirety and replaced as follows:

5.10.11 Name of Federal Award Agency, Pass-Through Entity(ies), and Contact Information for Awarding Official:

5.10.11.1 United States Department of Health and Human Services, Administration for Community Living; California Department of Aging; and, County.

5.10.11.2 United States Department of Treasury; County of Los Angeles, Chief Executive Office; and, County.

5.10.11.3 Refer to Exhibit E (County's Administration) for County contact information.

VII. “Exhibit W1 (Budget) Amendment 3 {FY 2020-21 Supplemental Federal CARES Act Funding}” is added as an addendum to "Exhibit W1 (Budget)", and is incorporated herein by reference.

VIII. “Exhibit X1 (Mandated Program Services) Amendment 3 {FY 2020-21 Supplemental Federal CARES Act Funding}” is added as an addendum to "Exhibit X1 (Mandated Program Service)”, and is incorporated herein by reference.

IX. The "Fiscal Year 2020-21 Supplemental Federal CARES Act Funding Allocation for Elderly Nutrition Program Services" funding allocation letter is incorporated herein by reference.

All other terms and conditions of the Subaward shall remain in full force and effect.

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IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this **Amendment Three** to be subscribed on its behalf by the Acting Director of Workforce Development, Aging and Community Services, and the Subrecipient has subscribed the same through its Authorized Representative. The Authorized Representative(s) signing on behalf of Subrecipient warrants under penalty of perjury that he or she is authorized to bind Subrecipient.

COUNTY OF LOS ANGELES

By______________________________ ___________
Otto Solórzano, Acting Director
County of Los Angeles
Workforce Development, Aging
and Community Services
Date

SUBRECIPIENT

City of South El Monte
Subrecipient's Legal Name

ENP202110
Subaward Number

By______________________________ ___________
Name of Authorized Representative
Date

____
Title

Approved as to Form:

____
Signature

OFFICE OF COUNTY COUNSEL
Mary C. Wickham, County Counsel

By ______________________________
Lawrence M. Green
Senior Deputy County Counsel

By______________________________ ___________
Name of Authorized Representative
Date

____
Title

____
Signature

City Council Agenda Report

Agenda Item No. 9.a.

DATE:	November 10, 2020
TO:	Honorable Mayor and Members of the City Council
APPROVED BY:	Rachel Barbosa, City Manager
APPROVED AS TO FORM:	Anthony R. Taylor, City Attorney
SUBMITTED BY:	Rene Salas, Deputy City Manager
SUBJECT:	CONSIDERATION OF RESOLUTION NO. 20-123, APPROVING A COOPERATIVE AGREEMENT BETWEEN CITY OF SOUTH EL MONTE AND CITY OF EL MONTE FOR THE CONSTRUCTION OF CERTAIN STREET IMPROVEMENTS AND APPROVING AN ADDITIONAL $228,430 IN MEASURE M FUNDS FOR THE PROJECT

SUMMARY: In June of this year, the City of El Monte contacted the City of South El Monte regarding a cost sharing on certain street improvements that are common to both cities along Fern Street between Chico Avenue and Continental Avenue. The total project cost is estimated at $1,329,530. South El Monte's share is estimated at $644,130.

RECOMMENDATION: Staff recommends City Council adopt Resolution No. 20-123, approving the Cooperative Agreement with the City of El Monte for the construction of certain streets improvements in the City of South El Monte. The streets include Fern Street between Chico and Continental. Approve allocating an additional $228,430 in Measure M funds for this project.

FISCAL IMPACT: As part of the FY19/20 approved budget, staff placed $415,700 in SB-1 funds for this project. At the time, the estimated project cost was not available. South El Monte's share of the project is estimated at $644,130. To cover the difference, staff is recommending using $228,430 in Gas Tax (Measure M) funds to close the gap.

DISCUSSION: The City of El Monte is improving Fern St. between Central Ave. to Continental Avenue. Approximately half of the planned street improvements along this section are in the City of South El Monte boundary. The City of El Monte asked the City of

South El Monte to share the cost of the street improvements that are in the City of South El Monte's jurisdiction. Improvements include removal and replacement of existing asphalt and base material, new curb & gutter, A.D.A. access ramps, cross gutters and street striping, and bike lane indicators.

ATTACHMENTS:

Attachment A - Resolution No. 20-123

Attachment B - Agreement

RESOLUTION NO 20-123

A RESOLUTION OF THE SOUTH EL MONTE CITY COUNCIL APPROVING THE COOPERATIVE AGREEMENT WITH THE CITY OF EL MONTE REGARDING THE FERN STREETS REHABILITATION PROJECT AND APPROVE $204,760 IN GAS TAX FUNDS TOWARD THE PROJECT

WHEREAS, in June of 2020, the City of El Monte contact City of South El Monte regarding a cooperative agreement to establish a cost sharing project for a street improvement project along Fern Street (Cooperative Agreement); and

WHEREAS, City staff see the benefit of moving forward with the proposed street improvement and Cooperative Agreement; and

WHEREAS, the City Council now wishes to approve the cooperative agreement with the City of El Monte

NOW, THEREFORE, THE SOUTH EL MONTE CITY COUNCIL HEREBY RESOLVES, AS FOLLOWS:

SECTION 1: Approve an additional $204,760 in available Gas Tax Funds to cover the funding gap.

SECTION 2: The City Council hereby approves the Cooperative Agreement, attached to the staff report accompanying this resolution, and directs the City Manager, or her designee, to execute the Cooperative Agreement on behalf of the City. The City Manager or her designee is directed to take all actions necessary to implement the Cooperative Agreement.

SECTION 3: The City Clerk shall certify to the passage and adoption of this resolution.

PASSED, APPROVED AND ADOPTED this 10th day of November 2020.

____
Gloria Olmos, Mayor

ATTEST:

____
Donna G. Schwartz, City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:

CITY OF SOUTH EL MONTE)

I, Donna G. Schwartz, City Clerk of the City of South El Monte, do hereby certify that the foregoing Resolution, being Resolution No. 20-123, was passed and approved by the City Council of the City of South El Monte at a regular meeting of said Council held on the 10th day of November, 2020 and that said Resolution was adopted by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

____
Donna G. Schwartz, City Clerk

2020

COOPERATIVE AGREEMENT BETWEEN THE CITY OF EL MONTE AND THE CITY OF SOUTH EL MONTE FOR THE FERN STREET REHABILITATION PROJECT

THIS COOPERATIVE AGREEMENT (hereinafter, "Agreement") is made and entered into this ___________ day of _________________ 2020 by and between the CITY OF EL MONTE, a municipal corporation (hereinafter, "EL MONTE") and the CITY OF SOUTH EL MONTE, a municipal corporation (hereinafter, "SOUTH EL MONTE"). For the purposes of this Agreement, EL MONTE and SOUTH EL MONTE may be referred to collectively by the capitalized term "Parties." The capitalized term "Party" may refer to EL MONTE or SOUTH EL MONTE interchangeably.

RECITALS

WHEREAS, EL MONTE desires to rehabilitate the pavement on Fern Street, from Sastree Avenue to Santa Anita Avenue; Elliot Avenue, from Santa Anita Avenue to Parkway Drive; Durfee Avenue, from Rush Street to Valley Boulevard; and Valley Boulevard, from Durfee Avenue to San Gabriel River Trail (hereinafter "the Project"); and

WHEREAS, part of the improvements on Fern Street are in SOUTH EL MONTE; and

WHEREAS, EL MONTE developed plans and specifications to complete the necessary work to implement the Project; and

WHEREAS, EL MONTE issued a formal solicitation for public bids for the Project on _____________2020; and

WHEREAS, on ______________ 2020, EL MONTE formally opened seal bids and thereafter determined that ________________________("Contractor") was the lowest responsive and responsible bidder with a competitive bid of ______________Dollars ($__________); and

WHEREAS, on ______________2020, the EL MONTE's City Council awarded the Project to the Contractor; and

WHEREAS, the Project includes a small portion of improvements located within the city limits of SOUTH EL MONTE; and

WHEREAS, SOUTH EL MONTE has reviewed the formal plans developed by EL MONTE and the bid submitted by the Lowest Bidder and desires to have EL MONTE complete the improvements within SOUTH EL MONTE and, in exchange, pay its fair share of the cost of such improvements; and

WHEREAS, the execution of this Agreement was approved by the El Monte City Council at its Regular Meeting of ________________ 2020 under Agenda Item No. ___.

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

Section 1. Project Description.

A. The Project consists of reconstructing street segments and replace with Asphalt Concrete and Class 2 Aggregate Base sections in the area of Fern Street depicted in the map that is attached and incorporated hereto as **Exhibit "A"**. The Project also involves complete removal and replacement of all severely damaged areas of pavement.

B. The final plans and specifications for the Project are on file with the City Engineer of EL MONTE and SOUTH EL MONTE and are expressly incorporated herein by this reference and made a part of this Agreement along with the bid submitted by the Contractor.

C. The estimated cost of the Project is $___1,329,530, as more fully detailed in the cost summary attached and incorporated hereto as **Exhibit "B"**.

D. Approximately fifty percent (50%) of the proposed improvements are located within the city limits of SOUTH EL MONTE in the area denoted on the map (hereinafter "the SEM Improvements") which are attached and incorporated hereto as **Exhibit "C"**.

E. The estimated costs for construction management and inspection services and construction of the SEM Improvements is $ 644,130, as is more fully detailed in the cost summary which is attached and incorporated hereto as **Exhibit "D"**.

Section 2. EL MONTE's Responsibilities. EL MONTE agrees as follows:

A. Provide all designs and construction engineering design support required in connection with the Project, including the SEM Improvements, at EL MONTE's sole cost and expense, including, but not limited to, all plans, specifications, quantity calculations and cost estimates.

B. Advertise, award and administer the contract for construction of the Project.

C. Act as the lead agency on all planning, zoning, environmental approval and permitting activities required by state law with respect to the Project.

D. Provide project management services, including the review and oversight of all work completed by the contractor to whom the contract is awarded ("Contractor"). EL MONTE shall specifically oversee all construction engineering and shall conduct inspection, surveying, and material testing related to the Project. EL MONTE shall also be responsible for reviewing and accepting all plans and any other required shop drawings and engineering calculations submitted to EL MONTE by the Contractor unless otherwise provided in this Agreement.

E. Timely provide SOUTH EL MONTE with plans and specifications for the SEM Improvements and to obtain SOUTH EL MONTE’s review and approval of said plans and specifications prior to commencement of construction on the same.

F. Timely provide SOUTH EL MONTE with any change orders to the approved plans and specification for the SEM Improvements and to obtain SOUTH EL MONTE’s written consent to such change orders as provided in Section 4 below.

G. Pay for all construction costs, including changes to cost estimates pursuant to contract change orders approved by EL MONTE, that affect that portion of the Project within the city limits of EL MONTE.

H. Pay for all construction management and inspection services costs that affect that portion of the Project within the city limits of EL MONTE.

I. Prepare monthly invoices to SOUTH EL MONTE for the cost of construction management and inspection services and construction for the SEM Improvements performed during the previous month and submit such invoices to SOUTH EL MONTE by the fifteenth (15^{th}) day of each month.

J. Provide SOUTH EL MONTE within one hundred twenty (120) calendar days after final acceptance of the SEM Improvements, a final accounting of the actual total of the SEM Improvements.

K. Adjust SOUTH EL MONTE’s share of the costs to match actual total costs of the SEM Improvements.

Section 3. SOUTH EL MONTE’s Responsibilities. SOUTH EL MONTE agrees as follows:

A. Promptly review and approve the plans and specifications for the SEM Improvements and any change order requests thereto so as not to interfere with EL MONTE’s timeline or deadlines for the Project. SOUTH EL MONTE further agrees it will not unreasonably withhold its approval of said plans and specifications.

B. To pay for all construction costs, including changes to cost estimates pursuant to contract change orders approved by SOUTH EL MONTE, that affect that portion of the Project within the city limits of SOUTH EL MONTE.

C. To pay for construction management and inspection services costs that affect that portion of the Project within the city limits of SOUTH EL MONTE.

D. Upon approval of the plans and specifications for the SEM Improvements, provide EL MONTE with no-fee permit(s) authorizing Contractor to construct those portions of the SEM Improvements within SOUTH EL MONTE’s right-of-way.

E. Reimburse EL MONTE for the cost to install the SEM Improvements as set forth in Section 1 of this Agreement. SOUTH EL MONTE shall remit reimbursement payment to EL MONTE within thirty (30) days of receipt of monthly invoices from EL MONTE detailing the cost of construction for the SEM Improvements for work performed during the previous month.

Section 4. Contract Change Orders. Construction of the Project may require alteration, deviation, additions to or deletions from the contract plans and specifications. Any such changes to the SEM Improvements will require the prior, written approval of SOUTH EL MONTE in advance of performance of the work by Contractor. SOUTH EL MONTE's timely review and approval shall not be unreasonably withheld and SOUTH EL MONTE shall make a good faith effort to approve changes as necessary for EL MONTE to meet all Project deadlines. SOUTH EL MONTE shall be responsible for increased costs due to approved contract change orders. Notwithstanding the foregoing, EL MONTE shall be responsible for increased costs due to contract change orders requested by EL MONTE and relating to matters not encompassed within the intended scope of the Project or the SEM Improvements, as set forth in the Project Plans and Specifications.

Section 5. Construction Hours. All construction in connection with the SEM Improvements shall be between the hours of 7:00 a.m. and 5:00 p.m. Monday through Friday, except in the event of urgent necessity in the interest of public health and safety, along with written permission from SOUTH EL MONTE.

Section 6. Permits and Approval.

A. SOUTH EL MONTE shall approve all permits and shall waive all fees required to construct the Project, including any plan check fees and staff time.

B. SOUTH EL MONTE shall waive the fees for all other non-city permits required for the construction of the Project by the Contractor.

Section 7. Cooperation. The Parties recognize that additional issues may develop during the construction phase of the SEM Improvements and agree to respond to such issues in a timely manner, and to work cooperatively to resolve such issues, so as to not interfere with the orderly progress and completion of the SEM Improvements or the Project.

Section 8. Ownership and Maintenance.

A. Once the construction of the SEM Improvements has been completed and accepted by SOUTH EL MONTE, SOUTH EL MONTE shall accept ownership of said improvements. SOUTH EL MONTE's acceptance of ownership of the SEM Improvements cannot be unreasonably refused.

B. Subsequent to SOUTH EL MONTE's acceptance of ownership of the SEM Improvements, SOUTH EL MONTE shall assume all maintenance responsibilities for the SEM Improvements.

Section 9. Environmental Documentation.

A. EL MONTE shall be responsible for preparing and processing any necessary environmental documentation related to the Project, including the SEM Improvements.

B. EL MONTE shall be responsible for providing all information to the public regarding the Project (including the SEM Improvements), as EL MONTE deems necessary.

Section. 10. Indemnification.

A. Neither SOUTH EL MONTE nor any officer, employee, or agent thereof is responsible for any damage or liability occurring by reason of anything done or omitted to be done by EL MONTE under or in connection with any work, authority or jurisdiction delegated to EL MONTE under this Agreement. It is understood and agreed that, pursuant to Government Code Section 895.4, EL MONTE shall fully defend, indemnify, and hold harmless SOUTH EL MONTE and all of its officers, employees, and agents from all claims, suits, or actions of every name, kind and description brought for or on account of injury (as defined in Government Code Section 810.8) occurring by reasons of anything done or omitted to be done by EL MONTE under or in connection with any work, authority or jurisdiction delegated to EL MONTE under this Agreement.

B. Neither EL MONTE nor any officer, employee, or agent thereof is responsible for any damage or liability occurring by reason of anything done or omitted to be done by SOUTH EL MONTE under or in connection with any work, authority or jurisdiction delegated to SOUTH EL MONTE under this Agreement. It is understood and agreed that, pursuant to Government Code Section 895.4, SOUTH EL MONTE shall fully defend, indemnify, and hold harmless EL MONTE and all of its officers, employees, and agents from all claims, suits, or actions of every name, kind and description brought for or on account of injury (as defined in Government Code Section 810.8) occurring by reasons of anything done or omitted to be done by SOUTH EL MONTE under or in connection with any work, authority or jurisdiction delegated to SOUTH EL MONTE under this Agreement.

Section 11. Insurance. EL MONTE, SOUTH EL MONTE, and their respective officers, agents, representatives, and employees shall be named as additional insured on all insurance policies of the Contractor. The obligation to add EL MONTE and SOUTH EL MONTE to all insurance policies shall be specified in the bid package; the Contractor's agreement to add EL MONTE and SOUTH EL MONTE to all policies shall be a condition precedent to the award of the bid. Either party, in its sole discretion, may waive being added to some or all of the Contractor's insurance policies.

Section 12. Hazardous Waste. If any unforeseen potentially hazardous waste sites are encountered during the construction of the SEM Improvements, the Parties shall meet and confer on a course of action. The responsibilities and costs for any action shall be the responsibility of SOUTH EL MONTE.

Section 13. Miscellaneous Terms.

A. Entire Agreement. All documents referenced as exhibits in this Agreement are hereby incorporated in this Agreement. All prior and contemporaneous agreements, representations, negotiations and understanding of the Parties, oral or written, are merged into and superseded by this Agreement.

B. Modification and Amendment. This Agreement may not be added to, amended, or modified, in whole or in part, except by a writing signed by the Parties. Any purported modification or amendment to this Agreement that is not evidenced by such a writing shall be null and void and of no force or effect.

C. Waiver. No waiver of any of the provisions of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar. No waiver or consent shall constitute a continuing waiver or consent or commit either party to provide a waiver in the future except to the extent specifically set forth in writing. No waiver shall be binding unless executed in writing by the party making the waiver.

D. Records Maintenance. EL MONTE shall maintain all records pertaining to the work related to the SEM Improvements for a period of three (3) years after payment by SOUTH EL MONTE of the final invoice. At any time during regular working hours, all records, invoices, timecards, cost control sheets and other records maintained by EL MONTE, in connection with the SEM Improvements shall be available for review and audit by SOUTH EL MONTE

E. Notices. Any notices, bills, invoices, or reports required by this Agreement shall be in writing and shall be delivered by first class U.S. Mail or by personal service. Notice shall be deemed received on: (a) the day of delivery if delivered by hand or overnight courier service during SOUTH EL MONTE's and EL MONTE's regular business hours; or (b) on the third business day following deposit in the United States mail, postage prepaid, to the addresses heretofore set forth in the Agreement, or to such addresses as the Parties may, from time to time, designate in writing pursuant to the provisions of this Section. All notices shall be delivered to the Parties to the following addresses:

If to EL MONTE:

City of El Monte
City Hall – West, 2nd Floor
11333 Valley Boulevard
El Monte, CA 91731
Phone: 626-580-2058
Attn: Director of Public Works and Utilities

If to SOUTH EL MONTE:

City of South El Monte
1415 Santa Anita Avenue
South El Monte, CA 91731
Attn: City Clerk

F. Termination. This Agreement may not be terminated, either in whole or in part, except by mutual consent of the Parties.

G. Governing Law; Jurisdiction. This Agreement shall be interpreted and governed according to the laws of the State of California. In the event of litigation between the Parties, venue, without exception, shall be in the Los Angeles County Superior Court of the State of California. If, and only if, applicable law requires that all or part of any such litigation be tried exclusively in federal court, venue, without exception, shall be in the Central District of California located in the City of Los Angeles, California.

H. Binding Effect. This Agreement shall be binding upon an inure to the benefit of the Parties and their respective heirs, legal representatives and successors.

I. Severability. Wherever possible, each provision of this Agreement shall be interpreted in such a manner as to be valid under applicable law. If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall nevertheless continue in full force and effect.

J. Captions. The captions used in this Agreement are solely for reference and the convenience of the Parties. The captions are not a part of the Agreement, in no way bind, limit, or describe the scope or intent of any provision, and shall have no effect upon the construction or interpretation of any provision herein.

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

L. Attorneys' Fees. If any legal action is instituted to enforce or declare any Party's rights hereunder, each party, including the prevailing party, must bear its own costs and attorneys' fees. This paragraph shall not apply to those costs and attorney's fees directly arising from any third-party legal action against a party hereto and payable under Paragraph 10 (Indemnification).

M. Jury Trial Waiver. The Parties hereby waive their respective right to trial by jury and agree to accept trial by judge alone of any cause of action, claim, counterclaim or cross-complaint in any action, proceeding and/or hearing brought by either EL MONTE against SOUTH EL MONTE or SOUTH EL MONTE against EL MONTE on any matter whatsoever arising out of, or in any way connected with, this Agreement, the relationship of EL MONTE and SOUTH EL MONTE, or any claim or injury or damage, or the enforcement of any remedy under any law, statute, or regulation, emergency or otherwise, now or hereafter in effect, regardless of whether such action or proceeding concerns any contract or tort or other claim. The Parties acknowledge that this waiver of jury trial is a material inducement to each of them to enter into this Agreement and that they would not have entered into this Agreement without this jury trial waiver. The Parties further agree that each of them has had the opportunity to consult with counsel of its own choosing in connection with this jury trial waiver and understands the legal effect of this waiver.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed the day and year first appearing in this Agreement, above.

CITY OF EL MONTE, a municipal corporation

By: ______________________
Alma K. Martinez
City Manager

Date:________________

APPROVED AS TO FORM:

By:_________________________
Richard Padilla
Assistant City Attorney

Date:_________________

CITY OF SOUTH EL MONTE, a municipal corporation

By:
____

Name: Rene Salas

Title: Acting City Manager

Date:________________

APPROVED AS TO FORM:

By:___________________________
Anthony R. Taylor
City Attorney

Date:_________________

EXHIBIT “A”

MAP OF PROJECT AREA

EXHIBIT "B"

TOTAL COST SUMMARY – PROJECT CIP NO. ____
IMPROVEMENTS TO FERN STREET

EXHIBIT "C"

MAP OF SOUTH EL MONTE
PORTION OF PROJECT AREA

EXHIBIT "D"

COST SUMMARY – PROJECT CIP NO. _____
SOUTH EL MONTE SHARE OF IMPROVEMENTS

City Council Agenda Report

Agenda Item No. 9.b.

DATE:	November 10, 2020
TO:	Honorable Mayor and Members of the City Council
APPROVED BY:	Rachel Barbosa, City Manager
APPROVED AS TO FORM:	Anthony R. Taylor, City Attorney
SUBMITTED BY:	Rene Salas, Deputy City Manager
SUBJECT:	CONSIDERATION OF RESOLUTION NO. 20-124, AUTHORIZING THE SUBMISSION OF THE 2020-2021 ANNUAL EXPENDITURE PLAN (ANNUAL PLAN) FOR THE SAFE, CLEAN WATER (SCW) PROGRAM AND APPROVE CREATION OF NEW SEPARATE FUND NUMBER 70 TO TRACK FUNDS RECEIVED AND EXPENDITURES

SUMMARY: The SCW Program is intended to improve water quality in a manner that achieves additional benefits such as increasing water supply and investing in the health and well-being of Los Angeles County communities.

RECOMMENDATION: Staff recommends City Council approve Resolution 20-124 authorizing the City Manager to submit the SCW Program Annual Plan to the Flood Control District. and approve Finance Department's creation of new separate Fund number 70 to track funds received and expenditures. Along with the executed fund transfer agreement, the Annual Plan must be submitted to receive the City's 2020/2021 SCW Program funding for water quality projects and programs. The City's 2020-2021 municipal fund is estimated to be $450,000.

FISCAL IMPACT: Submission of the SCW Program Annual Plan Budget is one of the final steps in order for the City to receive its 2020-2021 funding allotment of approximately $450,000. This annual allotment is intended to continue for 30 years, though it may decrease over time as tax exemptions and reductions are incorporated. The Finance Department has created a new separate fund account # 70 to track SCW funding received and expenditures that will be incurred for FY 2020-2021.

DISCUSSION: In November 2018, voters approved the Safe, Clean Water (SCW) Program, a special parcel tax based on impermeable areas within the jurisdiction of the Flood Control District (District). Revenues derived from the tax are allocated to projects and programs implemented by the District (10%) and municipalities (40%), and for regional watershed-based projects and programs (50%).

The municipal funds can be used for eligible activities such as project development, design, construction, effectiveness monitoring, operations and maintenance, as well as for other programs and studies related to protecting and improving water quality in lakes, rivers and the ocean. Up to 30% of the funds may be used to maintain existing eligible projects and programs.

Prior to receipt of the funds, the City must submit an Annual Plan of eligible expenditures and enter into a fund Transfer Agreement with the District. (The Transfer Agreement has already been executed by the City.) The City will receive the municipal funds for 2020-2021 within 45 days after execution of the Transfer Agreement by the District and receipt of the Annual Plan.

The City's current SCW Annual Plan includes $255,000 for the water quality design elements of the Merced Ave Greenway and the Santa Anita & Tyler Revitalization, and $8,000 to plan and seek funding for new water quality projects. The remaining planned expenditures address existing NPDES Permit and SCW Program requirements for which, prior to the SCW Program, the City did not have a dedicated funding source. This includes $54,000 to administer SCW Program, $20,000 to install trash capture devices in catch basins, $40,000 to clean the City's catch basins, $19,000 to conduct water quality monitoring, $44,000 to conduct regulatory institutional programs such as water quality inspections, public outreach, and training, $9,000 to pay for the State NPDES Permit fee, and $1,000 to outreach to the public on planned SCW Program expenditures. These planned expenditure are included in the attached document recommended for submission to the LA County Flood control District.

ATTACHMENTS:

Attachment A - Resolution 20-124

Attachment B - Expenditure Plan

Attachment A

RESOLUTION NO. 20-124

A RESOLUTION OF THE SOUTH EL MONTE CITY COUNCIL AUTHORIZING THE SUBMISSION OF THE 2020-2021 ANNUAL EXPENDITURE PLAN (ANNUAL PLAN) FOR THE SAFE, CLEAN WATER (SCW) PROGRAM AND APPROVING THE CREATION OF NEW SEPARATE FUNDING SOURCE NUMBER 70 TO TRACK RECEIVED FUNDING AND EXPENDITURES

THE SOUTH EL MONTE CITY COUNCIL HEREBY RESOLVES AS FOLLOWS:

WHEREAS, In November 2018, voters approved the Safe, Clean Water (SCW) Program, a special parcel tax based on impermeable areas within the jurisdiction of the Flood Control District; and

WHEREAS, On June 9, 2020, the Los Angeles County Board of Supervisors approved the SCW Program Transfer Agreement template for the Municipal Program which will need to be executed between the City and the Los Angeles County Flood Control District to begin funding distribution; and

WHEREAS, it is estimated that the City of South El Monte will receive, for 30 years, an estimated $450,000 annually depending on the parcel tax assessment; and

WHEREAS, these municipal funds can be used for eligible activities such as project development, design, construction, effectiveness monitoring, operations and maintenance, as well as for other programs and studies related to protecting and improving water quality in lakes, rivers and the ocean; and

WHEREAS, City staff developed an Annual Plan for City Council consideration and for submittal to the Los Angeles County Flood Control District, which is a requirement in order for the SCW funds to be distributed to the City.; and

WHEREAS, City Finance Department has created a new separate funding source number 70 to track received SCW funds and expenditures; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH EL MONTE HEREBY RESOLVES AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct and are incorporated herein by reference as though set forth in full.

SECTION 2. The City Council hereby assigns the Finance fund number 70 to track all expenditures.

SECTION 3. The City Council hereby authorizes the City Manager or her designee to submit the Annual Plan to the Los Angeles County Flood Control District, in an effort, to have SCW funds be distributed to the City in the amount of $450,000.

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

PASSED, APPROVED AND ADOPTED this 10th day of November, 2020.

____

Gloria Olmos, Mayor

ATTEST:

____

Donna G. Schwartz, City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF SOUTH EL MONTE)

I, Donna G. Schwartz, City Clerk of the City of South El Monte, hereby certify that the foregoing Resolution, being Resolution No. 20-124 was duly passed and approved by the City Council at a regular meeting of said Council held on the 10th day of November, 2020 and that said Resolution was adopted by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

____

Donna G. Schwartz, City Clerk

ATTACHMENT B

City of South El Monte SCW Program Annual Plan 2020-2021: Budget

For the upcoming fiscal year, the table below lists the expenditures, budgets for the expenditures, and total budget for the City's SCW Program Payment. Descriptions of the planned expenditures are included on the following pages.

		Total budget
		$450,000.00
Expenditure type	Expenditure name	Expenditure Budget
Project 1	Infrastructure Project Design: Merced Avenue Greenway and Santa Anita & Tyler Revitalization	$255,000.00
Project 2	Trash Capture Device Installations	$20,000.00
Program 1	Infrastructure Projects Planning and Funding	$8,000.00
Program 2	Stormwater and Urban Runoff Programs: Catch basin cleaning	$40,000.00
Program 3	Stormwater and Urban Runoff Programs: Minimum Control Measures	$44,000.00
Program 4	Stormwater and Urban Runoff Monitoring and Reporting	$19,000.00
Program 5	Water Quality Programs Administration and Coordination	$54,000.00
Program 6	Fee to issue, administer, and enforce the MS4 NPDES Permit	$9,000.00
Stakeholder and Community Outreach/Engagement	Stakeholder and Community Outreach/Engagement	$1,000.00

SCW Program Annual Plan 2020-2021: Description of Projects

Project 1:	**Infrastructure Project Design: Merced Avenue Greenway and Santa Anita & Tyler Revitalization**
Budget:	**$255,000.00**
Description:	The Santa Anita & Tyler Revitalization project objective is to transform the 1.4 mile Santa Anita Avenue corridor between HWY-60 (South City Limit) and Tyler at Klingerman St (North City Limit) into a business Civic Center corridor to include shopping, public services and events. Water quality and supply benefits include incorporating stormwater capture devices, as well as drought tolerant landscape and irrigation. In addition to these benefits, the project will improve pedestrian and bike mobility and improve city branding efforts.

Discussion of SCW Program goals achieved

Goal 1.	Improve water quality and contribute to attainment of water-quality requirements.
This projects will implement stormwater treatment controls which will contribute to the attainment of water-quality requirements, including Bacteria and Metals TMDLs.	
Goal 2.	Increase drought preparedness by capturing more Stormwater and/or Urban Runoff to store, clean, reuse, and/or recharge groundwater basins.
This projects will increase drought preparedness by 1) capturing stormwater and urban runoff and potentially recharging the local groundwater basin if infiltration is feasible and 2) incorporating drought tolerant landscaping.	
Goal 3.	Improve public health by preventing and cleaning up contaminated water, increasing access to open space, providing additional recreational opportunities, and helping communities mitigate and adapt to the effects of climate change through activities such as increasing shade and green space.
In addition to the cleaning of contaminated water through stormwater and uban runoff capture and treatment, together the projects will improve pedestrian and bike mobility, increase access to open space (Whittier Narrows Recreation Area), increase the (currently limited) amount of park space, improve the health and quality of life for the City's residents, beautify the neighborhood, reduce the urban heat island effect and its carbon footprint, and providing watershed education.	
Goal 4.	Invest in infrastructure that provides multiple benefits.
See responses to Goals 1-3 above.	
Goal 5.	Prioritize Nature-Based Solutions.
Nature-based solutions will be prioritized through the infiltration or biotreatment of stormwater, and the addition of drought tolerant landscape.	
Goal 6.	Provide DAC Benefits, including Regional Program infrastructure investments, not <110% of the ratio of the DAC population to the total population in each Watershed Area.
The projects are located within a DAC and will provide benefits as noted in Goal 3 and the Project Description.	
Goal 7.	Leverage other funding sources to maximize SCW Program Goals.
The Santa Anita and Tyler Revitalization has received funding from the San Gabriel Valley Council of Governments, and the Merced Avenue Greenway has received funding from the California Natural Resources Agency and the River and Mountain Conservancy.	

Quantitative targets and corresponding metrics

Targets 1 - 3.	Annual volume of stormwater captured and 1) treated, 2) reused, or 3) recharged to a managed aquifer.
This will be assessed after the projects have become more fully realized.	
Target 4.	Annual creation, enhancement, or restoration of Community Investment Benefits. If none, discuss considerations explored and reasons to not include.
This will be assessed after the projects have become more fully realized.	
Target 5.	Annual acreage increases in Nature-Based Solutions and claimed level of NBS (with matrix demonstrating determination of good, better, best, as outlined in Exhibit C). If none, discuss considerations explored and reasons to not include.
This will be assessed after the projects have become more fully realized.	
Target 6.	Annual expenditures providing DAC Benefits. If none, discuss considerations explored and reasons to not include.
This will be assessed after the projects have become more fully realized.	

If applicable: Status of Institute for Sustainable Infrastructure (ISI) verification

Not applicable.

SCW Program Annual Plan 2020-2021: Description of Projects

Project 2: **Trash Capture Device Installations**

Budget: **$20,000.00**

Description: This project consists of purchasing and installing trash capture devices in catch basins. The devices will be connector pipe screens or automatic retractable screens. The devices will be installed in high trash generating areas (e.g., industrial, commercial, high density residential, mixed use, and transportation).

Discussion of SCW Program goals achieved

Goal 1.	Improve water quality and contribute to attainment of water-quality requirements.
The purpose of the State Water Board's Statewide Trash Provisions is to improve water quality and attain water quality requirements for trash. The project will contribute toward compliance with the Statewide Trash Provisions.	
Goal 2.	Improve public health by preventing and cleaning up contaminated water, increasing access to open space,
The project will prevent water contamination by reducing the amount of trash that enters local waterways and the ocean. The project will improve recreational opportunities in accessible downstream waterways (e.g., the beach) by reducing the amount of trash that accumulates in those areas through storm drain discharges.	
Goal 3.	Invest in infrastructure that provides multiple benefits.
By capturing trash that would otherwise be conveyed through the storm drain system, the project provides multiple benefits including improved water quality, improved recreational opportunities in accessible downstream waterways (e.g., the beach), and progress toward compliance with the Statewide Trash Provisions.	
Goal 4.	Promote green jobs and career pathways.
The project requires a skilled workforce to ensure proper procurement, installation, maintenance, and record-keeping/reporting of the trash capture devices.	

Quantitative targets and corresponding metrics

Targets 1 - 3.	Annual volume of stormwater captured and 1) treated, 2) reused, or 3) recharged to a managed aquifer.
This target will be included when the District's SCW Reporting Module--which is referenced in the Transfer Agreement as a tool to determine quantitative targets and metrics--becomes available.	
Target 4.	Annual creation, enhancement, or restoration of Community Investment Benefits. If none, discuss considerations explored and reasons to not include.
By capturing trash that would otherwise be conveyed through the storm drain system, the project provides multiple benefits including improved water quality and improved recreational opportunities in accessible downstream waterways (e.g., the beach).	
Target 5.	Annual acreage increases in Nature-Based Solutions and claimed level of NBS (with matrix demonstrating determination of good, better, best, as outlined in Exhibit C). If none, discuss considerations explored and reasons to not include.
Not applicable. Full trash capture devices are needed to meet the water quality requirements of the Statewide Trash Provisions. To meet this requirement with NBS would be cost prohibitive.	
Target 6.	Annual expenditures providing DAC Benefits. If none, discuss considerations explored and reasons to not include.
This project is designed to meet water quality requirements of Trash TMDLs and the Statewide Trash Provisions, which limits the ability to focus on DAC-specific benefits. However it is worth noting that the project improves recreational opportunities to the general public in accessible downstream waterways.	

If applicable: Status of Institute for Sustainable Infrastructure (ISI) verification

Not applicable.

SCW Program Annual Plan 2020-2021: Description of Programs

Program 1: **Infrastructure Projects Planning and Funding**

Budget: **$8,000.00**

Description: This program is to plan for, fund, and assist in the implementation of infrastructure projects identified in the WMP to meet water quality milestones. This includes Watershed Management Group (WMG) and City planning efforts to identify new projects, develop project concept and design plans, and prepare and submit project applications for grant and SCW Program funding. It also includes updates to the WMP and its Reasonable Assurance Analysis that impact these planning efforts.

Discussion of SCW Program goals achieved

Goal 1.	Improve water quality and contribute to attainment of water-quality requirements.
WMP projects were developed to set forth a path to achieve water quality objectives in local waterbodies.	
Goal 2.	Increase drought preparedness by capturing more Stormwater and/or Urban Runoff to store, clean, reuse, and/or recharge groundwater basins.
WMP projects prioritize the capture and reuse of stormwater, as it results in greater pollutant load reductions.	
Goal 3.	Improve public health by preventing and cleaning up contaminated water, increasing access to open space, providing additional recreational opportunities, and helping communities mitigate and adapt to the effects of climate change through activities such as increasing shade and green space.
The City and WMG prioritize projects that provide some or all of these goals, as they result in projects that provide multiple benefits to the public, in addition to water quality.	
Goal 4.	Invest in infrastructure that provides multiple benefits.
The City and WMG prioritize projects that seek to maximize multiple benefits. These potential benefits include, but are not limited to, water quality and water supply benefits, enhanced recreational opportunities, urban greening, and flood management.	
Goal 5.	Prioritize Nature-Based Solutions.
The City and WMG prioritize projects that seek to maximize multiple benefits, including Nature-Based Solutions that enhance recreational opportunities and urban greening.	
Goal 6.	Provide a spectrum of project sizes from neighborhood to regional scales.
WMP projects represent a comprehensive approach to achieving pollutant reductions in local waterbodies. The WMP considers a combination of regional and distributed (i.e., site-scale) infrastructure projects as the ideal implementation strategy.	
Goal 7.	Encourage innovation and adoption of new technologies and practices.
The City and WMG prioritize projects with innovative and new technologies that further the goals of the WMP and SCW Program, and improve the competitiveness of project funding applications.	
Goal 8.	Provide DAC Benefits, including Regional Program infrastructure investments, not <110% of the ratio of the DAC population to the total population in each Watershed Area.
The City and WMG prioritize projects that provide DAC benefits. These potential benefits include, but are not limited to, local water quality and water supply, urban greening, and flood management.	
Goal 9.	Implement an iterative planning and evaluation process to ensure adaptive management.
WMP projects have an established, formal adaptive management process. This process adapts the program to be more effective and is based on an array of metrics including progress toward water quality requirements, new information/data, and recommendations from the Regional Water Quality Control Board and the public.	
Goal 10.	Promote green jobs and career pathways.
The program requires a skilled workforce for its implementation and administration, which is comprehensive and far-reaching.	

Quantitative targets and corresponding metrics

Targets 1 - 3.	Annual volume of stormwater captured and 1) treated, 2) reused, or 3) recharged to a managed aquifer.
Project-specific targets will be included in individual SCW funding requests for those projects.	
Target 4.	Annual creation, enhancement, or restoration of Community Investment Benefits. If none, discuss considerations explored and reasons to not include.
Project-specific targets will be included in individual SCW funding requests for those projects.	
Target 5.	Annual acreage increases in Nature-Based Solutions and claimed level of NBS (with matrix demonstrating determination of good, better, best, as outlined in Exhibit C). If none, discuss considerations explored and reasons to not include.
Project-specific targets will be included in individual SCW funding requests for those projects.	
Target 6.	Annual expenditures providing DAC Benefits. If none, discuss considerations explored and reasons to not include.
Project-specific targets will be included in individual SCW funding requests for those projects.	

SCW Program Annual Plan 2020-2021: Description of Programs

Program 2: **Stormwater and Urban Runoff Programs: Catch basin cleaning**

Budget: **$40,000.00**

Description: This program is to implement the stormwater catch basin cleaning requirement of NPDES MS4 Permit Order No. R4-2012-0175-A01 (MS4 Permit), under the Stormwater Management Program Minimum Control Measures section (Parts VI.D.4 - 10). This includes cleaning trash and debris from catch basins within the City at least once a year.

Discussion of SCW Program goals achieved

Goal 1.	Improve water quality and contribute to attainment of water-quality requirements.
This program requires implementing BMPs--prescribed by the RWQCB--needed to reduce pollutants in stormwater to the maximum extent practicable (MEP) and to effectively prohibit non-storm water discharges.	
Goal 2.	Improve public health by preventing and cleaning up contaminated water, increasing access to open space, providing additional recreational opportunities, and helping communities mitigate and adapt to the effects of climate change through activities such as increasing shade and green space.
This program requires implementing BMPs prescribed by the RWQCB to reduce pollutants in stormwater to the MEP and to effectively prohibit non-storm water discharges. This improves public health by preventing and cleaning up contaminated water.	
Goal 3.	Promote green jobs and career pathways.
Catch basin cleaning is a labor intensive environmental service and so promotes green jobs.	

Quantitative targets and corresponding metrics

Targets 1 - 3.	Annual volume of stormwater captured and 1) treated, 2) reused, or 3) recharged to a managed aquifer.
Not applicable as this is not an infrastructure project.	
Target 4.	Annual creation, enhancement, or restoration of Community Investment Benefits. If none, discuss considerations explored and reasons to not include.
It is not possible to quantify these benefits, however catch basin cleaning reduces the amount of trash and debris discharged to local waterways, which is a benefit to communities that use these waterways.	
Target 5.	Annual acreage increases in Nature-Based Solutions and claimed level of NBS (with matrix demonstrating determination of good, better, best, as outlined in Exhibit C). If none, discuss considerations explored and reasons to not include.
Not applicable as this is not an infrastructure project.	
Target 6.	Annual expenditures providing DAC Benefits. If none, discuss considerations explored and reasons to not include.
This program is designed to meet requirements of the MS4 Permit, which limits the ability to focus on DAC-specific benefits. However it is worth noting that program implementation will improve recreational opportunities to the general public in accessible downstream waterways, and will reduce pollution within the City's communities.	

SCW Program Annual Plan 2020-2021: Description of Programs

Program 3: **Stormwater and Urban Runoff Programs: Minimum Control Measures**

Budget: **$44,000.00**

Description: This program is to plan for, fund, and implement elements of Parts VI.D.4 - 10 of NPDES MS4 Permit Order No. R4-2012-0175-A01 (MS4 Permit), the Stormwater Management Program Minimum Control Measures (MCMs), as well as other nonstructrual control measures identified in the EWMP to meet water quality milestones. The MCMs are separated into subprograms for Progressive Enforcement, Public Information and Participation, Industrial/Commercial Facilities, Planning and Land Development, Construction, Public Agency Activities, and Illicit Connections and Illicit Discharges Elimination. Implementation of MS4 Permit Part III.A, Discharge Prohibitions, is related to Part VI.D. 10 and is also included. The MCMs require implementation of Best Management Practices (BMPs) considered necessary by the Regional Water Quality Control Board (RWQCB) to reduce pollutants in stormwater to the Maximum Extent Practicable (MEP) and to effectively prohibit non-storm water discharges. This includes educating the public on stormwater pollution prevention, inspecting businesses and construction sites for proper BMP implementation, ensuring proper BMP implementation for applicable city activities, identifying and eliminating illicit discharges, enforcing regulatory noncompliance, and training staff in MCM implementation. This program excludes MCM activities for which the City is implementing cost recovery through an existing fee.

Discussion of SCW Program goals achieved

Goal 1.	Improve water quality and contribute to attainment of water-quality requirements.
This program requires implementing BMPs--most prescribed by the RWQCB--needed to reduce pollutants in stormwater to the MEP and to effectively prohibit non-storm water discharges.	
Goal 2.	Increase drought preparedness by capturing more Stormwater and/or Urban Runoff to store, clean, reuse, and/or recharge groundwater basins.
This program increases water use efficiency--and so drought preparedess--by preventing prohibited non-stormwater discharges.	
Goal 3.	Improve public health by preventing and cleaning up contaminated water, increasing access to open space, providing additional recreational opportunities, and helping communities mitigate and adapt to the effects of climate change through activities such as increasing shade and green space.
This program requires implementing BMPs--most prescribed by the RWQCB--to reduce pollutants in stormwater to the MEP and to effectively prohibit non-storm water discharges. This improves public health by preventing and cleaning up contaminated	
Goal 4.	Implement an iterative planning and evaluation process to ensure adaptive management.
This program is subject to modification through adaptive management of the Watershed Management Program, as well as by the RWQCB upon MS4 Permit renewal. In this latter process, the RWQCB considers in part comments provided by Permittees.	
Goal 5.	Promote green jobs and career pathways.
Implementation of this environmental program requires specialized training, and so promotes green jobs and career pathways.	

Quantitative targets and corresponding metrics

Targets 1 - 3.	Annual volume of stormwater captured and 1) treated, 2) reused, or 3) recharged to a managed aquifer.
Not applicable.	
Target 4.	Annual creation, enhancement, or restoration of Community Investment Benefits. If none, discuss considerations explored and reasons to not include.
This program will improve local surface water quality and recreational opportunities in accessible downstream waterways and reduce pollution within the City's communities. A metric for this target will be determined when the District's SCW Reporting Module (referenced in the Transfer Agreement as a tool to determine quantitative targets and metrics) becomes available.	
Target 5.	Annual acreage increases in Nature-Based Solutions and claimed level of NBS (with matrix demonstrating determination of good, better, best). If none, discuss considerations explored and reasons to not include.
Generally not applicable. Most of the measures are dictated by the RWQCB and are institutional controls that do not not require construction or structural modifications to the MS4. The exception is the Planning and Land Development Program, however this program is funded primarily through existing plan review fees and so is not included in this SCW program.	
Target 6.	Annual expenditures providing DAC Benefits. If none, discuss considerations explored and reasons to not include.
This program is designed to meet requirements of the MS4 Permit and WMP, which limits the ability to focus on DAC-specific benefits. However it is worth noting that program implementation will improve recreational opportunities to the general public in accessible downstream waterways, and will reduce pollution within the City's communities.	

SCW Program Annual Plan 2020-2021: Description of Programs

Program 4: **Stormwater and Urban Runoff Monitoring and Reporting**

Budget: **$19,000.00**

Description: This program is implemented to assess the City's compliance with water quality requirements and measure/improve the effectiveness of implementation of the Municipal NPDES, WMP, and SCW Programs. In terms of monitoring, this includes implementation of receiving water monitoring, outfall monitoring, and outfall screening under the Coordinated Integrated Monitoring Program. In terms of reporting, this includes the preparation of SCW Program Annual Plans and Expenditure Reports, NPDES Individual Annual Reports and Watershed Annual Reports, WMP Adaptive Management Reports, WMP updates, TMDL Compliance Reports, and Reports of Waste Discharge.

Discussion of SCW Program goals achieved

Goal 1.	Improve water quality and contribute to attainment of water-quality requirements.
The program is implemented to evaluate water quality and the City's progress toward attaining water quality requirements. The program is utilized to inform decision-making in the interest of improving water quality.	
Goal 2.	Implement an iterative planning and evaluation process to ensure adaptive management.
The program is iterative as monitoring and reporting is conducted (and required) on an established, regular basis, ensuring that implemented pollutant controls are routinely assessed, improved, and adaptively managed.	
Goal 3.	Promote green jobs and career pathways.
The program requires a skilled workforce to conduct monitoring and compile, assess, and summarize water quality data.	

Quantitative targets and corresponding metrics

Targets 1 - 3.	Annual volume of stormwater captured and 1) treated, 2) reused, or 3) recharged to a managed aquifer.
Not applicable as this is a monitoring and reporting program.	
Target 4.	Annual creation, enhancement, or restoration of Community Investment Benefits. If none, discuss considerations explored and reasons to not include.
Not applicable as this is a monitoring and reporting program.	
Target 5.	Annual acreage increases in Nature-Based Solutions and claimed level of NBS (with matrix demonstrating determination of good, better, best). If none, discuss considerations explored and reasons to not include.
Not applicable as this is a monitoring and reporting program.	
Target 6.	Annual expenditures providing DAC Benefits. If none, discuss considerations explored and reasons to not include.
Not applicable as this is a monitoring and reporting program.	

SCW Program Annual Plan 2020-2021: Description of Programs

Program 5: **Water Quality Programs Administration and Coordination**

Budget: **$54,000.00**

Description: This program is to administer the City's surface water quality programs, including the Safe Clean Water (SCW) Program, Watershed Management Program (WMP), and the Municipal NPDES Program. Tasks include overseeing and assuring quality of planning, funding, and implementation activities, holding and participating in interagency program meetings, providing program summary reports and technical assistance, preparing comment letters, and engaging with program stakeholders.

Discussion of SCW Program goals achieved

Goal 1.	Improve water quality and contribute to attainment of water-quality requirements.
This program is to, in part, administer the City's SCW Program, which includes the achievement of SCW Program goals. This program also includes administering the WMP and Municipal NPDES Program, which both support this particular goal.	
Goal 2.	Increase drought preparedness by capturing more Stormwater and/or Urban Runoff to store, clean, reuse, and/or recharge groundwater basins.
See response to Goal 1.	
Goal 3.	Improve public health by preventing and cleaning up contaminated water, increasing access to open space, providing additional recreational opportunities, and helping communities mitigate and adapt to the effects of climate change through activities such as increasing shade and green space.
This program is to, in part, administer the City's SCW Program, which includes the achievement of SCW Program goals.	
Goal 4.	Leverage other funding sources to maximize SCW Program Goals.
See response to Goal 3.	
Goal 5.	Invest in infrastructure that provides multiple benefits.
See response to Goal 3.	
Goal 6.	Prioritize Nature-Based Solutions.
See response to Goal 3.	
Goal 7.	Provide a spectrum of project sizes from neighborhood to regional scales.
This program is to, in part, administer the City's SCW Program, which includes the achievement of SCW Program goals. This program also includes administering the WMP, which supports this particular goal.	
Goal 8.	Encourage innovation and adoption of new technologies and practices.
See response to Goal 3.	
Goal 9.	Invest in independent scientific research.
See response to Goal 3.	
Goal 10.	Provide DAC Benefits, including Regional Program infrastructure investments, not <110% of the ratio of the DAC population to the total population in each Watershed Area.
See response to Goal 3.	
Goal 11.	Provide Regional Program infrastructure funds benefitting each Municipality in proportion to the funds generated within their jurisdiction, after accounting for allocation of the 110% return to DACs, to the extent feasible.
See response to Goal 3.	
Goal 12.	Implement an iterative planning and evaluation process to ensure adaptive management.
See response to Goal 7.	
Goal 13.	Promote green jobs and career pathways.
See response to Goal 1.	
Goal 14.	Ensure ongoing operations and maintenance for Projects.
See response to Goal 1.	

Quantitative targets and corresponding metrics

Project and program specific targets will be included in individual SCW funding requests for those projects.

SCW Program Annual Plan 2020-2021: Description of Programs

Program 6: Fee to issue, administer, and enforce the MS4 NPDES Permit

Budget: $9,000.00

Description: NPDES Permits regulate the discharge of pollutants from point sources to waters of the United States. Phase I Municipal Separate Storm Sewer System (MS4) NPDES Permits address sources of stormwater and dry-weather urban runoff from large MS4s, which have a greater potential to negatively impact water quality. Since the City discharges stormwater to a large MS4, it is covered by a Phase I MS4 NPDES Permit and pays an annual fee to the State Water Resources Control Board for this coverage. The annual fee, which is based on population, pays for the State's cost to operate the MS4 NPDES program, which includes the issuance, administration, and enforcement of the MS4 NPDES Permit.

Discussion of SCW Program goals achieved

Goal 1.	Improve water quality and contribute to attainment of water-quality requirements.
The fee pays for the operation of the State's MS4 NPDES Program, which includes both determining surface water-quality requirements, and ensuring through administration and enforcement that surface water quality requirements are met.	
Goal 2.	Increase drought preparedness by capturing more Stormwater and/or Urban Runoff to store, clean, reuse, and/or recharge groundwater basins.
The fee pays for the operation of the State's MS4 NPDES Program, which includes MS4 NPDES Permit provisions that address the capture of stormwater and urban runoff.	
Goal 3.	Improve public health by preventing and cleaning up contaminated water, increasing access to open space, providing additional recreational opportunities, and helping communities mitigate and adapt to the effects of climate change through activities such as increasing shade and green space.
The efforts to meet water quality requirements listed under Goal 1 will also improve public health by preventing contaminated surface water.	
Goal 4.	Promote green jobs and career pathways.
The fee helps fund a skilled workforce to issue, adminster, and enforce the MS4 NPDES Permit.	

Quantitative targets and corresponding metrics

Target 1.	Annual volume of stormwater captured and treated.
Not applicable as the impact of the membership fee on this target is indirect.	
Target 2.	Annual volume of stormwater captured and reused.
Not applicable as the impact of the permit fee on this target is indirect.	
Target 3.	Annual volume of stormwater captured and recharged to a managed aquifer.
Not applicable as the impact of the permit fee on this target is indirect.	
Target 4.	Annual creation, enhancement, or restoration of Community Investment Benefits. If none, discuss considerations explored and reasons to not include.
Not applicable as the impact of the permit fee on this target is indirect.	
Target 5.	Annual acreage increases in Nature-Based Solutions and claimed level of NBS (with matrix demonstrating determination of good, better, best, as outlined in Exhibit C). If none, discuss considerations explored and reasons to not include.
Not applicable as the impact of the permit fee on this target is indirect.	
Target 6.	Annual expenditures providing DAC Benefits. If none, discuss considerations explored and reasons to not include.
Not applicable as the impact of the permit fee on this target is indirect.	

SCW Program Annual Plan 2020-2021
Description of Stakeholder and Community Outreach/Engagement

Budget: **$1,000.00**

Description. Include a discussion of how local NGOs or CBOs will be involved, if applicable, and if not, why. Additional outreach/engagement activities, even if funded by other sources, should be referenced to provide an overview of anticipated overall project approach.

The City will identify or establish, and then execute, a plan to engage with Stakeholders in the planning process for use of the Municipal Program funds during the planning and implementation of Projects and Programs.

City Council Agenda Report

Agenda Item No. 9.c.

DATE:	November 10, 2020
TO:	Honorable Mayor and Members of the City Council
APPROVED BY:	Rachel Barbosa, City Manager
APPROVED AS TO FORM:	Anthony R. Taylor, City Attorney
SUBMITTED BY:	Anthony R. Taylor, City Attorney
SUBJECT:	STATUS UPDATE, DISCUSSION AND FURTHER DIRECTION ON ASSEMBLY BILL (AB 571) - CAMPAIGN CONTRIBUTION LIMITS BEGINING JANUARY 1, 2021

SUMMARY:

RECOMMENDATION:

FISCAL IMPACT:

DISCUSSION:

ATTACHMENTS:

City Council Agenda Report

Agenda Item No. 11.a.

DATE:	November 10, 2020
TO:	Honorable Mayor and Members of the City Council
APPROVED BY:	Rachel Barbosa, City Manager
SUBMITTED BY:	Dianna Gomez, Executive Assistant
SUBJECT:	DISCUSSION/DIRECTION OF CORRESPONDENCE FROM THE SOUTH EL MONTE EMPLOYEES ASSOCIATION FOR SPONSORSHIP FOR AN EMPLOYEE LUNCH/RECOGNITION TRUCK IN LIEU OF A HOLIDAY RECOGNITION PARTY DUE TO COVID-19 PANDEMIC

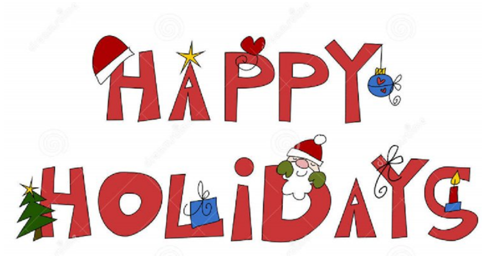
SUMMARY: The South El Monte Association has a yearly Employee Recognition Awards and Holiday party for employees sponsored by the City of South El Monte. Due to Covid-19 the party is being cancelled and an IN-N-OUT truck will provide employees a Christmas lunch. The IN-N-OUT truck is $2000 plus tax and will provide 100 meals to all employees.

RECOMMENDATION: Staff recommends City Council approve the allocated sponsorship from account 01-100-1050-5940.

FISCAL IMPACT: The Employee Holiday Recognition Party is budgeted out of general fund account 01-100-1050-5940 for a yearly amount of $2000.00.

DISCUSSION:

ATTACHMENTS:
2020 SEM Employee Recognition Lunch Letter



From:

South El Monte Employees and SEMEMTA Association

1415 Santa Anita Avenue
South El Monte, CA 91733

November 4, 2020

Dear Mayor and City Council,

We would like to thank you for your continuous support of our holiday event and employee recognition dinner. It is with generous contributions such as yours that the South El Monte Employees Association can have this once a year holiday event.

Unfortunately, this year because of COVID-19 we will only have a luncheon by departments and practice social distancing for the Holiday Season. The Catering of the IN-N-OUT truck for staff will cost approximately $2000 plus tax. Each department will pick up their lunch at a designated time and return to their departments to eat.

Once again Happy Holidays and thank you for making our holiday recognition dinner a special event from all the City of South El Monte Employees.

If you have any questions, please call Dianna Gomez City of South El Monte (626) 579-6540 ext. 3217.

Respectfully,

City of South El Monte
(Dianna Gomez, Wendy Flores, Ariana Yanez, Renne Reyes,
South El Monte Employees Association)

******Please make check payable to******

The South El Monte Employees Association
Christmas Employee Recognition
Public, Professional & Medical Employees Union
1415 Santa Anita Avenue
South El Monte, CA 91733