

CITY OF SOUTH EL MONTE

**REGULAR MEETING OF THE SOUTH EL MONTE CITY COUNCIL
AGENDA**

MAY 12, 2020, 6:00 PM

**COUNCIL CHAMBERS
1415 N. SANTA ANITA AVENUE
SOUTH EL MONTE, CA 91733**



**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
ROSE JUAREZ, CITY CLERK**

In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please call the City Clerk's office at (626) 579-6540 at least 48 hours prior to the meeting. Any public writings distributed by the City of South El Monte to a least a majority of the City Council regarding any item on this regular meeting agenda will be made available at the Receptionist Counter at City Hall located at above address during normal business hours.

1. **ROLL CALL** Councilmembers: Acosta, Angel, Delgado, Retamoza, (Mayor) Olmos
2. **PLEDGE OF ALLEGIANCE** Councilmember Richard Angel
3. **INVOCATION** Mayor Gloria Olmos
4. **PRESENTATIONS** None.
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 that is within the subject matter jurisdiction of the City Council, including items on the agenda. Each speaker may speak for up to five minutes. With respect to non-public hearing agenda items, speakers shall provide their comments at this time. With respect to public hearing agenda items, speakers are encouraged to speak during the public hearing if they want their comments to be included in the record of the public hearing. Unless a majority of the Council objects, the Mayor may provide to 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. **MINUTES**

Staff seeks City Council approval of the Minutes of the Special Meeting of April 7, 2020.

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

[Minutes](#)

7.b. WARRANTS

Authorizing payment of City expenditures for the period of April 29, 2020 through May 12, 2020 totaling \$866,583.08.

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-42, authorizing payment of City expenditures.

[Resolution No. 20-42](#)

7.c. CONSIDERATION OF RESOLUTION NO. 20-45 APPROVING A COOPERATION AGREEMENT FOR THE CITY OF SOUTH EL MONTE'S CONTINUED PARTICIPATION IN THE LOS ANGELES URBAN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

The Los Angeles County Development Authority ("LACDA") has requested that all cities participating in the Los Angeles Urban County Community Development Block Grant ("CDBG") program sign new Cooperation Agreements with the County. The request by LACDA is precipitated by their formal agency name change that became effective on May 16, 2019.

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-45, approving the City's continued participation in the CDBG program with the County.

[Attachment A - Resolution No. 20-45](#)

[Attachment B - CDBG Cooperation Agreement 2021-2024](#)

7.d. CONSIDERATION OF RESOLUTION NO. 20-46 AUTHORIZING THE ALLOCATION OF \$13,542.62 FROM AQMD FUNDS AND \$26,318.26 IN GENERAL FUND BALANCE FOR THE PURCHASE OF AN ELECTRIC MOWER AND A HYDRAULIC GAS MOWER

The City's existing mowers, the Mean Green electric CXR-60 mower and Exmark D902 diesel mower, were purchased in 2014 and need to be replaced due to wear and tear. Both mowers are used weekly to mow the landscape and ball fields at our City Parks and Civic Center. Continued use will result in more maintenance repair costs.

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-46, authorizing the allocation of \$13,542.62 from AQMD funds and \$26,318.26 in general fund balance for the purchase of an electric mower and a hydraulic diesel mower.

[Attachment A - Resolution No. 20- 46](#)

[Attachment B - Mower Quotes](#)

8. PUBLIC HEARINGS None.

9. GENERAL BUSINESS

9.a. CONSIDERATION OF RESOLUTION NO. 20-44 ADOPTING CITY-WIDE FINANCIAL POLICIES

City-wide financial policies have been developed to serve as a guiding principle of organizational adherence to industry best practices. These policies will enable the City to carry out its purpose and mission within the guidelines related to financial matters set by the California Government Code, the State Controller's Office, and the United States Government.

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-44, approving City-wide financial policies.

[Resolution No. 20-44](#)

9.b. COVID-19 UPDATE BY CITY MANAGER INCLUDING DISCUSSION OF TIMING OF RE-OPENING CITY HALL AND IMPACTS ON CITY SERVICES

The City Manager will present the City Council with a verbal status update on City responses to COVID-19. The timing of re-opening City Hall and other City events and services will be discussed. The verbal report that will be provided by the City Manager to the City Council is intended as being informational. No City Council action is required.

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

9.c. CONSIDERATION OF RESOLUTION NO. 20-43, EXTENDING THE PROCLAMATION OF A LOCAL EMERGENCY

On March 12, 2020, the Mayor proclaimed a local emergency due to the public health threat triggered by the novel coronavirus (COVID-19). On March 17, 2020, the City Council ratified the Mayor's proclamation of a local emergency. The proclamation enables the City to more effectively respond to the potential outbreak, put in place a framework that supports the continuity of essential public safety services, seek and utilize mutual aid, potentially obtain reimbursement for expenses incurred to address the pandemic, and ensure the City has all available tools at its disposal to keep the community safe. The proposed resolution seeks to extend the

proclamation of local emergency.

RECOMMENDED ACTION: Staff recommends that the City Council adopt Resolution No. 20-43, extending the proclamation of a local emergency in response to COVID-19.

[Resolution No. 20-43](#)

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

11.a. CORRESPONDENCE FROM THE PARENTS OF SOUTH EL MONTE HIGH SCHOOL GRADUATING CLASS OF 2020 AND MEMBERS OF THE COMMUNITY OF THE CITY OF SOUTH EL MONTE

South El Monte High School is a 501(c) (3) Non-Profit Institution, the school depends on fundraising and sponsorships to supplement programs in the school and is requesting labor, brackets and some cost for banners.

RECOMMENDED ACTION: Staff recommends the City Council review the request from South El Monte Parents Class of 2020 and South El Monte High School requesting assistance for the Graduating Class of 2020 Banner Program.

[Request Letter](#)

12. COUNCILMEMBERS' AGENDA

12.a. COUNCILMEMBER MANUEL ACOSTA

1. Discussion on South El Monte High School's Class of 2020 Banner Program

12.b. COUNCILMEMBER HECTOR DELGADO

1. Status Update on Project Roomkey

2. CDBG Update on Small Business Loans

3. Fourth of July Fireworks Stand Discussion/Action

13. CLOSED SESSION

13.a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Discussion of potential for initiation of litigation pursuant to Government Code Section 54956.9(d)(4) - 1 potential case.

14. ADJOURNMENT



City Council Agenda Report

**Agenda
Item No.
7.a.**

DATE: May 12, 2020

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rachel Barbosa, City Manager

SUBMITTED BY: Rose Juarez, City Clerk

SUBJECT: MINUTES

SUMMARY: Staff seeks City Council approval of the Minutes of the Special Meeting of April 7, 2020.

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

ATTACHMENTS:

[Minutes](#)

**CITY OF SOUTH EL MONTE
SPECIAL MEETING MINUTES
APRIL 7, 2020 6:00 P.M.
COUNCIL CHAMBERS
1415 N. SANTA ANITA AVENUE
SOUTH EL MONTE, CA 91733**

1. CALL TO ORDER AND ROLL CALL

Mayor Olmos called the meeting to order at 6:01 p.m.

PRESENT:Councilmembers: Acosta, Angel, Delgado, Olmos, and Retamoza.

Also Present: (City Attorney) Anthony R. Taylor, (City Manager) Rachel Barbosa, (City Clerk) Rose Juarez, (Public Works Director) Rene Salas, (Deputy City Clerk) Paola Lara, (Assistant Planner) Ian McAleese, and (Public Works Analyst) Monica Heredia.

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 Participation Was Utilized By All City Councilmembers and the City Attorney.

2. APPROVAL OF AGENDA

A motion was made by Delgado, seconded by Angel and carried (5 - 0) to approve the agenda.

AYES:Councilmembers: Acosta, Angel, Delgado, Olmos, and Retamoza.

NAYS:None.

3. PUBLIC COMMENTS

Mayor Olmos opened and closed public comments after determining there was no one wishing to speak.

4. CONSIDERATION OF URGENCY ORDINANCE NO. 1244-U ENACTING COMMERCIAL EVICTION PROTECTIONS AND RESIDENTIAL RENT DEFERRALS RELATED TO THE COVID-19 PANDEMIC

The City Attorney read the title of the Ordinance, presented the staff report, and announced the City Council and Public were provided changes to the Ordinance that were based on new rules adopted by the California Judicial Council and read into the record amendments to the Ordinance:

Added a WHEREAS section on Page 3: WHEREAS, on April 6, 2020, the California Judicial Council adopted Emergency Rule 1, which provides the following: (1) Prohibits courts from issuing a summons on a complaint for unlawful detainer (except for public health & safety reasons). (2) Prohibits courts from entering a default or default judgement for restitution in an unlawful detainer action for failure of

a defendant to appear (unless the action is necessary for public health and safety reasons and the defendant has not appeared in the action within the time provided by law, including any applicable executive order). (3) If a defendant has appeared in the action, a court may not set a trial date earlier than 60 days after a request for trial is made unless the court finds that an earlier trial date is necessary to protect public health and safety. Any trial set in an unlawful detainer proceeding as of April 6, 2020 must be continued at least 60 days from the initial date of trial; and

Added on Page 5 at the end paragraph (ii): This documentation shall be provided to the landlord no later than 14 days after the date that rent is originally due.

Added Section 6 on Page 7: Judicial Council's April 6, 2020, Order. Nothing herein shall modify a landlord's ability to use the eviction procedures approved by the Judicial Council on April 6, 2020, as provided in Emergency Rule 1, which is incorporated herein by reference and attached hereto as Exhibit 1 - Emergency Rule 1 of the California Rules of Court adopted by the Judicial Council and effective on April 6, 2020.

In response to Councilmember Delgado's question, the City Attorney stated Section 5 of the Ordinance provides extended protections to anyone who resides in a hotel, motel, or similar type of establishment as long as they were living there at the time of the COVID-19 outbreak.

A motion was made by Angel, seconded by Delgado and carried (5 - 0) to adopt Urgency Ordinance No. 1244-U with the amendments read into the record by the City Attorney, enacting commercial eviction protections and residential rent deferrals related to the COVID-19 Pandemic.

AYES:Councilmembers: Acosta, Angel, Delgado, Olmos, and Retamoza.
NAYS:None.

5. **CONSIDERATION OF URGENCY ORDINANCE NO. 1245-U ENACTING EMERGENCY PRICE-GOUGING PROTECTIONS RELATED TO THE COVID-19 PANDEMIC**

The City Attorney presented the staff report.

In response to Councilmember Acosta's question, the City Attorney stated under the Penal Code both the Sheriff's Department and Code Enforcement can issue a citation for price-gouging and the District Attorney or City Attorney would prosecute.

The City Attorney read the title of the Ordinance.

A motion was made by Delgado, seconded by Retamoza and carried (5 - 0) to adopt Urgency Ordinance No. 1245-U, enacting emergency price-gouging protections related to the COVID-19 Pandemic.

AYES:Councilmembers: Acosta, Angel, Delgado, Olmos, and Retamoza.
NAYS:None.

6. **CONSIDERATION OF RESOLUTION NO. 20-33 WAIVING FORMAL BIDDING PROCEDURES AND AUTHORIZING THE CITY MANAGER TO EXECUTE APPROPRIATE AGREEMENTS AND DOCUMENTATION FOR THE FINANCING, PROCUREMENT, AND IMPLEMENTATION OF EQUIPMENT TO UPGRADE THE**

CITY'S TECHNOLOGY INFRASTRUCTURE FOR A TOTAL PROJECT AMOUNT NOT TO EXCEED \$130,000 DUE TO THE COVID-19 PANDEMIC

The Public Works Analyst presented the staff report.

In response to Mayor Olmos' question, the Public Works Analyst stated there may be sufficient funds in this years' fiscal budget year to purchase versus financing, including approximately \$80,000 for the equipment. The overall savings by paying the vendor and AMC for the implementation phase would be \$13,000-\$14,000 over a five year period.

In response to Councilmember Delgado's question, the Public Works Analyst stated the Interim Finance Director identified \$40,000 in the budget for technology upgrades as well as other potential saving costs within software licensing under the Information Technology budget. The Public Works current budget is also being assessed to identify any other savings to complete the cost for the equipment in the current fiscal year.

In response to Councilmember Acosta's question, the Public Works Analyst stated the need to waive the formal bidding procedures is in response to the COVID-19 pandemic, some staff are working remotely and some cannot because the City does not have the infrastructure for them to do so. There are also vendors who have product in stock and will be made available to the City as soon as a determination is made.

In response to Councilmember Angel's questions, the Public Works Analyst stated restitution will be sought for laptops that were procured for staff working remotely and in direct response to COVID-19, however, the City was already prepared to make this purchase so it would not be eligible under the COVID-19 public assistance.

Mayor Olmos reopened public comments.

Sandra Armenta, on behalf of Senator Susan Rubio, extended Senator Rubio's assistance to the City Council and City to address any needs due to COVID-19.

In response Mayor Olmos' request for assistance to obtain a Grant to purchase computers and technology infrastructure, Ms. Armenta confirmed she would advise Senator Rubio of the City's request.

After determining there was no other else wishing to speak, Mayor Olmos closed public comments.

In response to Councilmember Angel's question, the City Attorney stated Section 3 of the Resolution can be revised to authorize the City Manager to make the purchase from available funds in the full amount or give the City Manager discretion to enter into a five-year lease.

Mayor Olmos stated if the City is fiscally sound she is in support of the City Manager having the discretion to make the decision to either enter into a a five-year lease or purchase the equipment.

The City Manager stated the Interim Finance Director feels confident that the cost can be afforded in the current approved fiscal year budget and indicated purchasing

may help expedite the process versus the time frame to lease the product and complete the agreements.

A motion was made by Angel, seconded by Delgado and carried (5 - 0) to adopt Resolution No. 20-33, waiving formal bidding procedures and with the amendment to Section 3 as follows: The City Council hereby authorizes the City Manager to make the purchase from available funds in the full amount, to execute, subject to approval and amendment by the City Attorney, appropriate agreements and documentation for the financing, procurement, and implementation of equipment to upgrade the City's technology infrastructure for a total project amount not to exceed \$130,000.

AYES: Councilmembers: Acosta, Angel, Delgado, Olmos, and Retamoza.

NAYS: None.

7. **ADJOURNMENT**

There being no further business coming before this body, Mayor Olmos adjourned the meeting at 6:35 p.m.

Rose Juarez, City Clerk

Gloria Olmos, Mayor



City Council Agenda Report

**Agenda
Item No.
7.b.**

DATE: May 12, 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 April 29, 2020 through May 12, 2020 totaling \$866,583.08.

RECOMMENDATION: Staff recommends that the City Council adopt Resolution No. 20-42, authorizing payment of City expenditures.

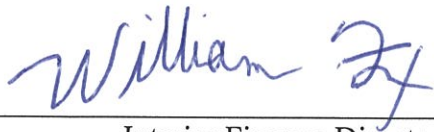
ATTACHMENTS:
[Resolution No. 20-42](#)

RESOLUTION NO. 20-42

A RESOLUTION OF THE SOUTH EL MONTE CITY COUNCIL ALLOWING CERTAIN CLAIMS AND DEMANDS FOR THE PERIOD OF APRIL 29, 2020 THROUGH MAY 12, 2020 TOTALING \$866,583.08

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.



Interim 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.

	<u>CLAIMANT</u>	<u>CLAIM PERIOD</u>	<u>WARRANT #'S</u>	<u>AMOUNT</u>
FY 19/20	Electronic Warrants	04/29/2020 – 05/12/2020	3981-3988	114,307.97
FY 19/20	Hand Typed Warrants	04/29/2020 – 05/12/2020	135760-135771	94,944.92
FY 19/20	Regular Warrants	04/29/2020 – 05/12/2020	135772-135827	541,326.55
Payroll	Check	PPE 05/02/2020	27145-27154	8,337.61
Payroll	Direct Deposit	PPE 05/02/2020	756641-756743	107,666.03
	Total Warrants			<u>\$866,583.08</u>

TOTAL EXPENDITURES RESOLUTION NO. 20-42 \$866,583.08

PASSED, APPROVED, AND ADOPTED this 12th day of May 2020.

Gloria Olmos, Mayor

ATTEST:

Rose Juarez, City Clerk

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

I, Rose Juarez, City Clerk of the City of South El Monte, do hereby certify that the foregoing Resolution, being Resolution No. 20-42, 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 12th day of May 2020, and that said Resolution was adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rose Juarez, City Clerk

City of South El Monte
Warrant Register
Council Meeting of 5/12/2020

Date: 5/5/2020

Time: 01:06PM

FY	Budget Unit	Vendor Name	Check Number	Check Date	Description	Amount
20	011001050	CALPERS	3981	4/30/2020	MAY'20 HEALTH ADMIN	165.14
20	011001050		3981	4/30/2020	MAY'20 HEALTHRETIRES	973.00
20	05		3981	4/30/2020	MAY'20 HEALTH PREMIUM	54,800.50
						\$55,938.64
20	05	CALPERS RETIREMENT	3982	4/30/2020	APR'20 COUNCIL 27216	110.61
						\$110.61
20	05	DEPARTMENT OF THE TREASURY	3983	4/30/2020	PPE: 4/18 MED	4,325.22
20	05		3983	4/30/2020	PPE: 4/18 FEDERAL	13,105.42
20	05		3983	4/30/2020	PPE: 4/18 FICA	18,494.00
						\$35,924.64
20	05	EMPLOYMENT DEVELOPMENT DEPT.	3984	4/30/2020	PPE 4/18 TNG WTHOLD	29.11
20	05		3984	4/30/2020	PPE 4/18 UI TAX WTHLD	1,025.21
20	05		3984	4/30/2020	PPE 4/18 STATE WTHOLD	4,392.27
						\$5,446.59
20	011601630	HOME DEPOT CREDIT SERVICES	3987	5/5/2020	REFUND CARPET SUPP	-31.39
20	011601630		3987	5/5/2020	SUP MCTR FIX CARPET	45.41
20	011601630		3987	5/5/2020	SUPP MCTR FIX CARPET	45.53
20	011701750		3987	5/5/2020	SMALLS TOOLS LANDSCAP	65.60
20	011701710		3987	5/5/2020	SUP JOJO DIAZ PARADE	116.33
20	011701740		3987	5/5/2020	PART TIME TOOL BAG	168.26
20	011601630		3987	5/5/2020	PAINT/PART SUPPLIES	191.08
20	011601650		3987	5/5/2020	BBALL LOCKS/CHAIN#502	202.55
20	011701710		3987	5/5/2020	SUP JOJO DIAZ PARADE	316.87
20	011701760		3987	5/5/2020	STREET MAINT/BAG,PAIN	325.80
						\$1,446.04
20	011701760	SOUTHERN CALIFORNIA EDISON	3986	5/5/2020	CREDIT	-6.52
20	011701730		3986	5/5/2020	5/9 11001 FAWCETT/OBF	5.35
20	011701760		3986	5/5/2020	LATE FEE	8.81
20	011701760		3986	5/5/2020	3/6-4/6 11530 THIENES	12.71
20	011701760		3986	5/5/2020	3/1-4/1 PECK/DURFEE	19.98
20	011601640		3986	5/5/2020	3/10-4/8 1500 CENTRAL	21.07
20	011701730		3986	5/5/2020	5/9 PECK/DURFEE/OBF	23.03
20	011701760		3986	5/5/2020	2/25-3/25 10838 MICHA	23.16
20	011701760		3986	5/5/2020	3/25-4/23 10838 MICHA	23.82
20	011701760		3986	5/5/2020	1/26-2/25 10838 MICHA	24.90
20	011701730		3986	5/5/2020	5/9 SLACK/SANTA/OBF	26.35
20	011701760		3986	5/5/2020	1/16-2/14 1 CHIC/GARV	28.85
20	011701760		3986	5/5/2020	3/17-4/15 1 CHIC/GARV	29.30
20	011701730		3986	5/5/2020	3/1-3/31 2028 CENTRAL	30.00
20	011701760		3986	5/5/2020	2/14-3/17 1 CHIC/GARV	32.08
20	011701760		3986	5/5/2020	1/16-2/14 9755 RUSH	32.37
20	011701760		3986	5/5/2020	3/17-4/15 9755 RUSH	32.53
20	011701760		3986	5/5/2020	1/16-2/14 1 KILING/TY	34.87
20	011701760		3986	5/5/2020	3/17-4/15 1 KLING/TYL	35.03
20	011701760		3986	5/5/2020	2/14-3/17 9755 RUSH	35.74

City of South El Monte
Warrant Register
Council Meeting of 5/12/2020

Date: 5/5/2020

Time: 01:06PM

FY	Budget Unit	Vendor Name	Check Number	Check Date	Description	Amount
20	011701760	SOUTHERN CALIFORNIA EDISON...	3986	5/5/2020	3/17-4/15 1 SLACK/SAN	36.79
20	011701760		3986	5/5/2020	1/16-2/14 1 SLACK/SAN	36.92
20	011701760		3986	5/5/2020	3/17-4/15 1 POTR/GARV	37.51
20	011701760		3986	5/5/2020	2/14-3/17 1 KLING/TYL	38.52
20	011701760		3986	5/5/2020	2/11-3/12 11001 FAWCE	38.58
20	011701760		3986	5/5/2020	1/16-2/14 1348 SANTA	38.80
20	011701760		3986	5/5/2020	3/17-4/15 1348 SANTA	38.86
20	011701760		3986	5/5/2020	1/16-2/14 1 POT/GARV	39.70
20	011701760		3986	5/5/2020	2/14-3/17 1 SLAC/SANT	40.71
20	011701760		3986	5/5/2020	3/1-4/1 SLACK/SANTA	41.34
20	011701760		3986	5/5/2020	1/16-2/14 9601 RUSH	41.45
20	011701760		3986	5/5/2020	3/17-4/15 9601 RUSH	41.64
20	011701760		3986	5/5/2020	1/16-2/14 9200 GARVEY	41.88
20	011701760		3986	5/5/2020	1/16-2/14 1 PECK/RUSH	41.88
20	011701760		3986	5/5/2020	3/17-4/15 9200 GARVEY	42.08
20	011701760		3986	5/5/2020	3/17-4/15 1 PECK/RUSH	42.22
20	011701760		3986	5/5/2020	2/14-3/17 1 POTR/GARV	42.48
20	011701760		3986	5/5/2020	2/14-3/17 1348 SANTA	43.20
20	011701760		3986	5/5/2020	3/17-4/15 2400 SANTA	43.41
20	011701760		3986	5/5/2020	1/16-2/14 2400 SANTA	43.79
20	011701760		3986	5/5/2020	2/14-3/17 9601 RUSH	45.68
20	011701760		3986	5/5/2020	1/16/2/14 1 DURFEE	45.69
20	011701760		3986	5/5/2020	3/17-4/15 1 DUR/SLACK	45.75
20	011701760		3986	5/5/2020	2/14-3/17 9200 GARV	45.98
20	011701760		3986	5/5/2020	2/14-3/17 1 PECK/RUSH	46.13
20	011701760		3986	5/5/2020	2/14-3/17 2400 SANTA	48.33
20	011701760		3986	5/5/2020	2/14-3/17 1 DURFEE	50.67
20	011701760		3986	5/5/2020	1/16-2/14 2001 MERCED	52.56
20	011701760		3986	5/5/2020	3/17-4/15 2001 MERCED	52.64
20	011701730		3986	5/5/2020	3/25-4/23 2028 CENTRA	56.15
20	011701760		3986	5/5/2020	2/14-3/17 2001 MERCED	57.84
20	011701730		3986	5/5/2020	2/25-3/25 2028 CENTRA	58.15
20	011701760		3986	5/5/2020	1/16-2/14 1100 SANTA	58.31
20	011701760		3986	5/5/2020	3/17-4/15 1100 SANTA	58.51
20	011701760		3986	5/5/2020	2/14-3/17 1100 SANTA	64.43
20	011701760		3986	5/5/2020	3/17-4/15 1 DUR/THIEN	70.56
20	011701760		3986	5/5/2020	3/17-4/15 10303 RUSH	71.43
20	011701760		3986	5/5/2020	3/17-4/15 1 GARV/RSMD	73.63
20	011701760		3986	5/5/2020	1-16-2/14 10303 RUSH	73.63
20	011701760		3986	5/5/2020	3/17-4/15 1955 ROSEME	74.37
20	011701760		3986	5/5/2020	1/16-2/14 1955 ROSEME	75.55
20	011601650		3986	5/5/2020	3/11-4/9 1450 LIDCOMB	76.26
20	011701760		3986	5/5/2020	1/16-2/14 1 DUR/THIEN	77.88
20	011701760		3986	5/5/2020	2/14-3/17 1 DURF/THIE	79.64
20	011701760		3986	5/5/2020	1/16-2/14 1 GAR/RSMD	80.08
20	011701760		3986	5/5/2020	2/14-3/17 10303 RUSH	80.81
20	011701760		3986	5/5/2020	1/16-2/14 1 RUSH/TYLE	82.29

City of South El Monte
Warrant Register
Council Meeting of 5/12/2020

Date: 5/5/2020

Time: 01:06PM

FY	Budget Unit	Vendor Name	Check Number	Check Date	Description	Amount
20	011701760	SOUTHERN CALIFORNIA EDISON...	3986	5/5/2020	2/14-3/17 1955 ROSEME	82.43
20	011701760		3986	5/5/2020	3/17-4/15 1 RUSH/TYLE	83.05
20	011701760		3986	5/5/2020	3/17-4/15 1 DUR/PECK	85.00
20	011701760		3986	5/5/2020	2/14-3/17 1 GARV/RSMD	85.95
20	011701760		3986	5/5/2020	2/14-3/17 1 RUSH/TYLE	90.91
20	011701760		3986	5/5/2020	1/16-2/14 1 DURF/PECK	97.86
20	011701760		3986	5/5/2020	2/14-3/17 1 DUR/PECK	102.23
20	011701760		3986	5/5/2020	3/17-4/15 1 DUR/PECK	103.33
20	011701760		3986	5/5/2020	1/16-2/14 1 DURF/PECK	106.85
20	011701760		3986	5/5/2020	2/14-3/17 1 DUR/PECK	115.94
20	011701760		3986	5/5/2020	3/17-4/15 1 RUSH/DURF	121.81
20	011701760		3986	5/5/2020	1/16-2/14 1 RUSH/DURF	128.08
20	011701760		3986	5/5/2020	2/14-3/17 1 RUSH/DURF	137.30
20	011701730		3986	5/5/2020	3/1-4/1 2028 CENTRAL	179.76
20	011701730		3986	5/5/2020	5/9 SAFETY LIGHTS/OBF	394.74
20	011701710		3986	5/5/2020	3/17-4/15 1415 SANTA	709.36
20	011701760		3986	5/5/2020	3/1-4/1 SAFETY LIGHTS	805.28
20	011601610		3986	5/5/2020	2/14-3/17 1530 CENTRA	946.63
						\$7,364.65
20	05	STATE DISBURSEMENT UNIT	3985	4/30/2020	PPE 4/18 CASE 0980438	150.00
20	05		3985	4/30/2020	PPE 4/18 CASE 2163990	340.61
20	05		3985	4/30/2020	PPE 4/18 CASE 1457313	603.50
20	05		3985	4/30/2020	PPE 4/18 CASE 2135289	646.15
						\$1,740.26
20	011701750	US BANK VOYAGER FLEET SYS	3988	5/5/2020	2/25-3/24 EX FUEL TAX	-97.87
20	011701750		3988	5/5/2020	1/24-2/24 EX FUEL TAX	-77.55
20	448008010		3988	5/5/2020	1/25-2/24 EX FUEL TAX	-45.13
20	448008010		3988	5/5/2020	2/25-3/24 EX FUEL TAX	-31.28
20	011701740		3988	5/5/2020	1/25-2/24 EX FUEL TAX	-27.42
20	011701740		3988	5/5/2020	2/26-3/24 EX FUEL TAX	-19.75
20	011407020		3988	5/5/2020	2/25-3/24 EX FUEL TAX	-13.38
20	011407020		3988	5/5/2020	1/25-2/24 EX FUEL TAX	-10.14
20	011401100		3988	5/5/2020	2/25-3/24 EX FUEL TAX	-6.88
20	011401100		3988	5/5/2020	1/25-2/24 EX FUEL TAX	-6.50
20	011401100		3988	5/5/2020	1/25-2/24 FUEL P-SFTY	131.00
20	011401100		3988	5/5/2020	2/26-3/24 FUEL P-SFTY	135.44
20	011407020		3988	5/5/2020	1/25-2/24 FUEL CODE	205.08
20	011407020		3988	5/5/2020	2/26-3/24 FUEL CODE	236.51
20	011701740		3988	5/5/2020	2/26-3/24 FUEL BUILD	394.39
20	011701740		3988	5/5/2020	1/25-2/25 FUEL BUILD	554.05
20	448008010		3988	5/5/2020	2/25-3/24 FUEL TRANS	620.36
20	448008010		3988	5/5/2020	1/25-2/24 FUEL TRANS	919.06
20	011701750		3988	5/5/2020	1/24-2/24 FUEL LAND	1,567.46
20	011701750		3988	5/5/2020	2/25-3/24 FUEL LAND	1,909.09
						\$6,336.54

City of South El Monte
Warrant Register
Council Meeting of 5/12/2020

Date: 5/5/2020

Time: 01:06PM

FY	Budget Unit	Vendor Name	Check Number	Check Date	Description	Amount
----	-------------	-------------	--------------	------------	-------------	--------

Report Total 114,307.97



City Manager

City of South El Monte
Warrant Register
Council Meeting of 5/12/2020

Date: 5/5/2020

Time: 01:16PM

FY	Budget Unit	Vendor Name	Check Number	Check Date	Description	Amount
20	011301330	ADVANCED MICROCOMPUTING CONCE	135767	4/30/2020	COMPUTER HARDWARE UPG	13,471.54
20	011301330		135767	4/30/2020	COMPUTER HARDWARE UPG	59,639.43
						\$73,110.97
20	011701750	AIRGAS USA, LLC	135772	5/5/2020	ELECTROLYTE FD STAFF	18.92
20	011701750		135772	5/5/2020	ELECTROLYTE FD STAFF	37.85
20	011701020		135772	5/5/2020	LATEX GLOVES -FD STAF	105.43
20	011701750		135772	5/5/2020	ELECTROLYTE FD STAFF	228.24
20	011701750		135772	5/5/2020	ELECTROLYTE FD STAFF	228.24
20	011701750		135772	5/5/2020	ELECTROLYTE FD STAFF	510.92
						\$1,129.60
20	011701770	ALTEC INDUSTRIES	135774	5/5/2020	#12 ANNUAL INSPEC MTN	6,516.97
						\$6,516.97
20	01	ALVARO GONZALEZ	135793	5/5/2020	5/9 CCTR DEPOSIT RTN	900.00
						\$900.00
20	011001010	AMAZON CAPITAL SERVICES, INC	135760	4/28/2020	TAX	3.16
20	011001010		135760	4/28/2020	OFFICE MIRROR	11.59
20	011001010		135760	4/28/2020	CHAIR SUPPORT	19.99
20	011701720		135760	4/28/2020	OUT OF SERVICE SIGNS	55.23
20	011001050		135760	4/28/2020	BROCHURE HOLDER	65.95
20	011701750		135760	4/28/2020	SPRINKLER NOZZLES	183.38
20	011601620		135760	4/28/2020	WATER FILTERS SCTR	184.34
						\$523.64
20	011701720	AQUA PURE DRINKING WATER	135775	5/5/2020	5 GAL WATER SERVICE	53.75
20	011701720		135775	5/5/2020	5 GAL WATER SERVICE	185.27
						\$239.02
20	011301330	AT&T	135776	5/5/2020	3/15-4/14 BAN 37026	0.04
20	011301330		135776	5/5/2020	3/15-4/14 BAN 34755	20.88
20	011301330		135776	5/5/2020	3/12-4/11 BAN 67917	21.04
20	011301330		135776	5/5/2020	3/22-4/21 BAN 34752	39.63
20	011301330		135776	5/5/2020	3/15-4/14 BAN 34746	41.22
						\$122.81
20	011701750	ATHENS SERVICES	135777	5/5/2020	APR'20 SWEEP SERVICES	464.63
20	011701760		135777	5/5/2020	APR'20 SWEEP SERVICES	5,133.29
						\$5,597.92
20	448008010	AUTOZONE	135778	5/5/2020	#16 WIPER BLADES RPLC	59.86
						\$59.86
20	01	AYERIM HERNANDEZ	135795	5/5/2020	5/23 MAIT DEP	900.00
						\$900.00
20	05	BLUE SHIELD OF CA LIFE & HEALTH	135761	4/30/2020	MAY'20 VISION PPE 5/2	360.85
20	05		135761	4/30/2020	MAY'20VISION PPE 5/16	360.85
						\$721.70
20	011601630	CALIFORNIA COMMUNICATIONS	135779	5/5/2020	9/8-3/8 SURVEILL MCTR	1,518.54

City of South El Monte
Warrant Register
Council Meeting of 5/12/2020

Date: 5/5/2020

Time: 01:16PM

FY	Budget Unit	Vendor Name	Check Number	Check Date	Description	Amount
20	011701710	CALIFORNIA COMMUNICATIONS...	135779	5/5/2020	9/8-3/8 SURVEIL CHALL	1,965.60
20	011601610		135779	5/5/2020	9/8-3/8 SURVEILLANCE	2,527.68
20	011701020		135779	5/5/2020	9/17-3/17 SURVEIL PKS	2,616.96
20	011701020		135779	5/5/2020	3/1-4/1 WIRELESS BRID	680.00
						\$9,308.78
20	011601610	CINTAS CORP. #693	135781	5/5/2020	CCTR MAT CLEANING	44.71
20	011601610		135781	5/5/2020	CCTR MAT CLEANING	44.71
20	011601610		135781	5/5/2020	CCTR MAT CLEANING	44.71
20	011601610		135781	5/5/2020	CCTR MAT CLEANING	44.71
20	011601610		135781	5/5/2020	CCTR MAT CLEANING	44.71
20	011701710		135781	5/5/2020	CHALL MAT CLEANING	63.92
20	011701710		135781	5/5/2020	CHALL MAT CLEANING	63.92
20	011701710		135781	5/5/2020	CHALL MAT CLEANING	63.92
20	011701710		135781	5/5/2020	CHALL MAT CLEANING	63.92
20	011701710		135781	5/5/2020	CHALL MAT CLEANING	63.92
20	011701710		135781	5/5/2020	CHALL MAT CLEANING	63.92
20	011601620		135781	5/5/2020	SCTR MAT CLEANING	85.99
20	011601620		135781	5/5/2020	SCTR MAT CLEANING	85.99
20	011601620		135781	5/5/2020	SCTR MAT CLEANING	85.99
20	011601620		135781	5/5/2020	SCTR MAT CLEANING	85.99
20	011601620		135781	5/5/2020	SCTR MAT CLEANING	85.99
20	011601620		135781	5/5/2020	SCTR MAT CLEANING	85.99
						\$1,123.01
20	011001050	CITY CLERKS ASSOC. OF CA	135782	5/5/2020	JOB CITYCLERK POST	200.00
						\$200.00
20	011301460	CITY OF DOWNEY	135783	5/5/2020	FY 19/20 CANVASSING	13,312.00
						\$13,312.00
20	01	CLAUDIA ALARCON	135773	5/5/2020	MVD DEPOSIT RETURN	50.00
						\$50.00
20	011511543	CONCEPTS ENTERTAINMENTS AND RE	135785	5/5/2020	EQMT RENTAL CENSUS	1,664.00
						\$1,664.00
20	011701750	COUNTY LA AGRIC COMRWTS & MEAS	135786	5/5/2020	PESTICIDE SAFTY TRAIN	451.31
						\$451.31
20	011601620	DDC ELECTRIC SUPPLY, INC.	135787	5/5/2020	2 LIGHT SWITCH PLATES	32.76
						\$32.76
20	011701020	DE LAGE LANDEN	135788	5/5/2020	5/1-5/31 COPIER LEASE	4,441.80
20	011701020		135788	5/5/2020	3/1-3/31 COPIER LEASE	4,441.80
						\$8,883.60
20	01	DESIREE AGUILAR	135789	5/5/2020	4/19 MVD MTNC RETURN	50.00
						\$50.00
20	011201210	E.G. BRENNAN & CO., INC.	135790	5/5/2020	ANNL'21CITYSEAL EMBOS	175.00
						\$175.00

City of South El Monte
Warrant Register
Council Meeting of 5/12/2020

Date: 5/5/2020

Time: 01:16PM

FY	Budget Unit	Vendor Name	Check Number	Check Date	Description	Amount
20	011601610	ECOLAB PEST ELIM. DIVISION	135791	5/5/2020	MAR'20 CCTR PEST CTRL	69.18
20	011701720		135791	5/5/2020	MAR'20 YARD PEST CTRL	144.14
20	011701710		135791	5/5/2020	MAR'20 CHALL PEST CON	194.39
20	011601620		135791	5/5/2020	MAR'20 SCTR PEST CONT	254.20
						\$661.91
20	011001010	EM/SEM CHAMBER OF COMMERCE	135792	5/5/2020	4/1-6/30 QTRLY DUES	2,500.00
						\$2,500.00
20	011601620	GRANT'S TRUE VALUE HARDWARE	135794	5/5/2020	RETURN SUPPLIES	-21.93
20	011601650		135794	5/5/2020	KEY STORAGE NTP	6.57
20	011601620		135794	5/5/2020	SUPP RESTROOM SCTR	7.56
20	011601620		135794	5/5/2020	SUPP RESTROOM SCTR	9.68
20	011601630		135794	5/5/2020	SUP RPR WTR FOUT MCTR	25.33
20	011601670		135794	5/5/2020	FILTER H2O STATIONMVD	28.35
20	011601620		135794	5/5/2020	RSTRM REFRESHNERS	38.58
20	011701720		135794	5/5/2020	KEY CAPS/RINGS/COLOR	41.89
20	011701750		135794	5/5/2020	SUPP GRAFFITI REMOVAL	67.22
						\$203.25
20	063003010	HUNTINGTON CULINARY	135796	5/5/2020	3/30-4/3 1400 MEALS	7,840.00
20	063003010		135796	5/5/2020	4/6-4/10 1530 MEALS	8,568.00
20	063003010		135796	5/5/2020	4/13-4/17 1530 MEALS	8,904.00
						\$25,312.00
20	011601620	INDUSTRIAL PIPE & STEEL	135797	5/5/2020	KEYS BACK GATE SCTR	4.09
20	011601650		135797	5/5/2020	LOCKS BBALLCOURTS#502	51.66
						\$55.75
20	011701710	INNER-COOL CORP	135798	5/5/2020	COILLEAK/INSPEC CHALL	321.00
						\$321.00
20	011601620	JOHNSTONE SUPPLY	135799	5/5/2020	WATER HEAT THERM SCTR	145.66
						\$145.66
20	011701020	L & M FOOTWEAR	135814	5/5/2020	M. WALKER BOOTH ALLOW	100.00
20	011701020		135814	5/5/2020	O.PEREZ BOOT ALLOWANC	172.95
20	011701020		135814	5/5/2020	E.VASQUEZ BOOT ALLOWA	182.30
20	011701020		135814	5/5/2020	A.ULLOA BOOT ALLOWANC	186.97
20	011701020		135814	5/5/2020	A.AGUILA BOOT ALLOWAN	197.98
20	011701020		135814	5/5/2020	3 WOLVER SAFETY BOOTS	532.92
20	011701020		135814	5/5/2020	4 WOLVER SAFETY BOOTS	710.56
20	011701020		135814	5/5/2020	5 WOLVE SAFETY BOOTS	888.20
						\$2,971.88
20	448008010	L.A. COUNTY MTA AUTHORITY	135800	5/5/2020	11/30 COMMISSION FH	-2.70
20	448008010		135800	5/5/2020	MAR'20 TAP ST	24.00
20	448008010		135800	5/5/2020	MAR'20 TAP CV	43.00
20	448008010		135800	5/5/2020	11/30 FH TAP LCL31SD	90.00
20	448008010		135800	5/5/2020	MAR'20 TAP SR	220.00
20	448008010		135800	5/5/2020	MAR'20 EZ PASS S/D ZO	378.00

City of South El Monte
Warrant Register
Council Meeting of 5/12/2020

Date: 5/5/2020

Time: 01:16PM

FY	Budget Unit	Vendor Name	Check Number	Check Date	Description	Amount
						\$752.30
20	011101110	L.A. COUNTY SHERIFF'S DEPT.	135801	5/5/2020	MAR'20 LAW ENFORCE	775.00
20	011101110		135801	5/5/2020	MAR'20 LAW ENFORCE	15,658.67
20	011101110		135801	5/5/2020	MAR'20 LAW ENFORCE	40,670.26
20	011101110		135801	5/5/2020	MAR'20 LAW ENFORCE	354,071.01
						\$411,174.94
20	011601610	LIGHT & POWER INTERNATIONAL	135802	5/5/2020	CCTR FLOOR REFINISHING	6,200.00
						\$6,200.00
20	01	LUCERITO PAZ	135808	5/5/2020	5/3 MVD MTNC RETURN	50.00
						\$50.00
20	011401440	MAIQUES INSPECTION SERVICE	135803	5/5/2020	4/6-4/30 INSPECTIONS	3,077.14
						\$3,077.14
20	01	MARIE A VIDAL	135825	5/5/2020	FTB REFUND 222131215	66.00
						\$66.00
20	01	MELISSA OLIVA	135807	5/5/2020	4/12 MVD DEPOSIT RET.	50.00
						\$50.00
20	01	MERIDIAN CONSULTANTS, LLC	135804	5/5/2020	CHICO CUP19-21 CEQA	9,609.41
						\$9,609.41
20	011601620	NAPAAUTO PARTS	135805	5/5/2020	V BELTS KITCHEN MIXER	15.47
						\$15.47
20	05	NATIONWIDE RETIREMENT SOLUTIONS	135762	4/30/2020	APR'20 2ND PAYPPE4/18	3,690.50
						\$3,690.50
20	011601650	NICHOLS LUMBER & HARDWARE CO	135806	5/5/2020	BASEBALL CHALK NTP	168.79
20	011601660		135806	5/5/2020	BASEBALL CHALK SHIV	168.79
20	011601670		135806	5/5/2020	BASEBALL CHALK MVD	168.79
						\$506.37
20	01	PATRICIA VELAZQUEZ	135824	5/5/2020	3/15 MVD DEPOSIT RTN	50.00
						\$50.00
20	011407020	PHOENIX GROUP INFORMATION SYSTE	135809	5/5/2020	3/1-3/31 ADMIN CITIES	230.85
20	011401100		135809	5/5/2020	3/1-3/31 PSO CITIES	2,151.23
						\$2,382.08
20	011601640	POST ALARM SYSTEMS	135810	5/5/2020	MAR'20 ALARM AQUATIC	39.25
20	011701710		135810	5/5/2020	MAR'20 ALARM CHALL	39.25
20	011601610		135810	5/5/2020	MAR'20 ALARM CCTR	39.25
20	011701720		135810	5/5/2020	MAR'20 ALARM YARD	39.25
20	011601670		135810	5/5/2020	MAR'20 ALARM MVD	39.25
20	011601630		135810	5/5/2020	MAR'20 ALARM MCTR	39.25
20	011601650		135810	5/5/2020	MAR'20 ALARM NTP	39.25
20	011601620		135810	5/5/2020	MAR'20 ALARM SCTR	39.25
						\$314.00
20	011001040	POSTMASTER	135811	5/5/2020	POSTAGE NEWSLETTERS	1,500.00

City of South El Monte
Warrant Register
Council Meeting of 5/12/2020

Date: 5/5/2020

Time: 01:16PM

FY	Budget Unit	Vendor Name	Check Number	Check Date	Description	Amount
						\$1,500.00
20	011701710	QUADIENT LEASING USA, INC.	135812	5/5/2020	4/3-7/20 POSTAGELEASE	738.01
						\$738.01
20	011701730	SAN GABRIEL VALLEY WATER	135768	4/30/2020	3/12-4/13 THIEN/PKWY	22.87
20	011701730		135768	4/30/2020	3/12-4/13 11016 GOMEZ	22.87
20	011701730		135768	4/30/2020	2/26-3/26 1341 SANTA	32.72
20	011701730		135768	4/30/2020	3/12-4/13 FARND/PECK	57.20
20	011701730		135768	4/30/2020	3/16-4/15 2000 SANTA	57.20
20	011701710		135768	4/30/2020	4/1-5/1 1415 N.SANTA	60.46
20	011701720		135768	4/30/2020	4/1-5/1 1900 N CENTRA	90.68
20	011701730		135768	4/30/2020	3/11-4/10 1903 DURFEE	114.38
20	011701730		135768	4/30/2020	3/12-4/13 1660 DURFEE	114.38
20	011701730		135768	4/30/2020	3/12-4/13 1675 DURFEE	122.33
20	011701730		135768	4/30/2020	3/12-4/13 1628 DURFEE	183.04
20	011701730		135768	4/30/2020	3/12-4/13 1109 PECK	183.04
20	011701730		135768	4/30/2020	3/11-4/10 2018 DURFEE	183.04
20	011701730		135768	4/30/2020	3/11-4/10 1926 DURFEE	183.04
20	011701730		135768	4/30/2020	3/12-4/13 1508 PECK	183.04
20	011701730		135768	4/30/2020	3/12-4/13 1710 DURFEE	183.04
20	011701730		135768	4/30/2020	3/12-4/13 1222 PECK	183.04
20	011701730		135768	4/30/2020	3/12-4/13 1502 PECK	187.02
20	011601650		135768	4/30/2020	2/26-3/26 1450 LIDCOM	218.80
20	011601620		135768	4/30/2020	2/26-3/26 1556 CENTRA	232.28
20	011601610		135768	4/30/2020	2/26-3/26 1530 CENTRA	258.54
20	011701710		135768	4/30/2020	2/26-3/26 1415 SANTA	297.93
20	011701710		135768	4/30/2020	2/26-3/26 1415 SANTA	297.93
20	011601670		135768	4/30/2020	2/26-3/26 1819 CENTRA	314.34
20	011601640		135768	4/30/2020	2/26-3/26 1500 CENTRA	357.01
20	011601650		135768	4/30/2020	2/26-3/26 1450 LIDCOM	967.13
20	011601650		135768	4/30/2020	2/26-3/26 1450 LIDCOM	967.13
20	011601660		135768	4/30/2020	2/26-3/26 1402 LERMA	1,367.98
20	011701730		135770	5/5/2020	3/17-4/16 2004 ROSEME	22.87
20	011701730		135770	5/5/2020	3/16-4/15 1707 MERCED	22.87
20	011701730		135770	5/5/2020	3/16-4/15 1819 MERCED	57.20
20	011701730		135770	5/5/2020	3/16-4/15 2022 CENTRA	57.20
20	011701730		135770	5/5/2020	3/16-4/15 10452 RUSH	57.20
20	011701720		135770	5/5/2020	3/16-4/15 1900 CENTER	85.00
20	011701730		135770	5/5/2020	3/17-4/16 2218 ROSEME	114.38
20	011701730		135770	5/5/2020	3/1-4/17 2620 ROSEMEA	114.38
20	011701730		135770	5/5/2020	3/18-4/17 2464 ROSEME	114.38
20	011601670		135770	5/5/2020	3/16-4/15 1918 CENTRA	190.99
20	011601610		135770	5/5/2020	3/16-4/15 1530 CENTRA	226.74
20	011701710		135770	5/5/2020	3/16-4/15 1415 SANTA	230.72
20	011601620		135770	5/5/2020	3/16-4/15 1556 CENTRA	266.47
20	011601630		135770	5/5/2020	3/16-4/15 1824 CENTRA	266.47
20	011601640		135770	5/5/2020	3/16-4/15 1500 CENTRA	1,005.41

City of South El Monte
Warrant Register
Council Meeting of 5/12/2020

Date: 5/5/2020

Time: 01:16PM

FY	Budget Unit	Vendor Name	Check Number	Check Date	Description	Amount
						\$10,274.74
20	011301310	SECTRAN SECURITY INC.	135813	5/5/2020	APR'20 ARMORED SERV	141.38
						\$141.38
20	011701750	SOUTHEAST CONSTRUCTION PRODUC	135815	5/5/2020	SAND/FLOOD CONTROL	63.80
20	011701750		135815	5/5/2020	SAND/FLOOD CONTROL	116.05
20	011701750		135815	5/5/2020	SAND/FLOOD CONTROL	159.50
						\$339.35
20	011701760	SOUTHERN CALIFORNIA EDISON	135771	5/5/2020	LATE FEE	0.62
20	011701760		135771	5/5/2020	2/25-3/25 10798 FERN	63.03
20	011701760		135771	5/5/2020	3/25-4/23 10498 FERN	85.22
20	011701760		135771	5/5/2020	1/21-2/25 10498 FERN	93.11
						\$241.98
20	011101110	SPARKLETTS	135816	5/5/2020	WATER P-SFTY	16.74
20	011407020		135816	5/5/2020	WATER CODE ENF	16.75
20	011501540		135816	5/5/2020	WATER MCTR/NTP	35.91
						\$69.40
20	011401430	SPRINT	135817	5/5/2020	3/12-4/11 CELL PHONE	15.58
20	011001020		135817	5/5/2020	3/12-4/11 CELL PHONE	47.91
20	011001040		135817	5/5/2020	3/12-4/11 CELL PHONE	57.74
20	011501530		135817	5/5/2020	3/12-4/11 CELL PHONE	111.44
20	011501540		135817	5/5/2020	3/12-4/11 CELL PHONE	143.98
20	011401440		135817	5/5/2020	3/12-4/11 CELL PHONE	175.90
20	011401100		135817	5/5/2020	3/12-4/11 CELL PHONE	197.76
20	011101110		135817	5/5/2020	3/12-4/11 CELL PHONE	232.67
20	011701740		135817	5/5/2020	3/12-4/11 CELL PHONE	275.08
20	011701750		135817	5/5/2020	3/12-4/11 CELL PHONE	450.57
20	448008010		135817	5/5/2020	3/12-4/11 CELL PHONE	504.16
						\$2,212.79
20	011701740	SRS AUTOMOTIVE	135818	5/5/2020	REPLACE CATALYTIC CON	1,860.15
						\$1,860.15
20	05	STANDARD INSURANCE	135763	4/30/2020	MAY'20 LF/ADD PPE 5/2	388.11
20	05		135763	4/30/2020	MAY'20 LF/ADD PPE5/16	388.12
20	05		135763	4/30/2020	APR'20 LF/ADD PPE4/18	405.27
20	05		135763	4/30/2020	APR'20 LF/ADD PPE4/4	405.28
20	05		135764	4/30/2020	APR'20 SUPP PPE:4/4	308.49
20	05		135764	4/30/2020	APR'20 SUPP PPE:4/18	308.49
20	05		135764	4/30/2020	MAY'20 SUPP PPE:5/2	308.49
20	05		135764	4/30/2020	MAY'20 SUPP PPE: 5/16	308.49
						\$2,820.74
20	011401100	SUPERIOR COURT OF CA, COUNTY OF	135819	5/5/2020	MAR'20 CITAITON&COLL	4,916.00
						\$4,916.00
20	011501530	SUPERIOR WAREHOUSE GROCERS	135820	5/5/2020	BASICFOOD SENIORS#502	9.42
20	011501530		135820	5/5/2020	BASICFOOD SENIORS#502	16.20

City of South El Monte
Warrant Register
Council Meeting of 5/12/2020

Date: 5/5/2020

Time: 01:16PM

FY	Budget Unit	Vendor Name	Check Number	Check Date	Description	Amount
20	011501540	SUPERIOR WAREHOUSE GROCERS...	135820	5/5/2020	AFTER SCHOOL PRGM SUP	34.38
						\$60.00
20	011001050	TAG/AMS, INC.	135821	5/5/2020	CLINIC COLLECTION CHG	29.50
20	011001050		135821	5/5/2020	DOT PREEMP PHY-NGUYEN	65.00
						\$94.50
20	011601650	THE GAS COMPANY	135769	4/30/2020	3/17-4/15 1450 LIDCOM	46.51
20	011601630		135769	4/30/2020	3/17-4/15 1824 CENTRA	50.80
20	011701720		135769	4/30/2020	3/17-4/15 1900 CENTRA	57.25
20	011601610		135769	4/30/2020	3/17-4/15 1530 CENTRA	122.75
20	011601620		135769	4/30/2020	3/17-4/15 1556 CENTRA	267.69
20	011701710		135769	4/30/2020	3/2-3/31 1415 SANTA A	426.98
20	011601640		135769	4/30/2020	3/17-4/15 1500 CENTRA	723.21
						\$1,695.19
20	011601640	THE ILLINI COMPANIES, INC	135784	5/5/2020	CHEMICALS FOR POOL	186.53
20	011601640		135784	5/5/2020	3/26 CHEM FOR POOL	198.19
20	011601640		135784	5/5/2020	4/9 CHEM FOR POOL	233.17
20	011601640		135784	5/5/2020	POOL HEATER MAINT.	437.50
20	011601640		135784	5/5/2020	CLA-VAL REPAIR POOL	1,328.28
20	011601640		135784	5/5/2020	MAR'20 POOL MAINT.	1,775.00
20	011601640		135784	5/5/2020	JAN'20 POOL MAINT	1,775.00
20	011601640		135784	5/5/2020	FEB'20 POOL MAINT.	1,775.00
						\$7,708.67
20	011001040	THE SAUCE CREATIVE SERVICES CORP	135822	5/5/2020	MAY'20 NEWSLETTER	4,066.88
						\$4,066.88
20	011701710	TIME WARNER CABLE	135823	5/5/2020	4/16-5/15 CABLE CHALL	276.85
						\$276.85
20	05	VONS CREDIT UNION	135765	4/30/2020	APR'20 DUES PPE 4/4	49.50
20	05		135765	4/30/2020	APR'20 DUES PPE 4/18	49.50
						\$99.00
20	011701760	VULCAN MATERIALS COMPANY	135826	5/5/2020	HOT PATCH CITY STREET	86.24
						\$86.24
20	05	WASHINGTON NATIONAL INSURANCE CO	135766	4/30/2020	APR'20 PPE 4/4/20	883.23
20	05		135766	4/30/2020	APR'20 PPE 4/18/20	883.23
						\$1,766.46
20	011501530	WENDY CAYCO	135780	5/5/2020	EMERGCY TRAIN'G MILEA	42.26
						\$42.26
20	011701760	WEST WHITTIER PAINT CO.	135827	5/5/2020	REPLACE FILTER SPRAYR	78.27
						\$78.27

City of South El Monte
Warrant Register
Council Meeting of 5/12/2020

Date: 5/5/2020

Time: 01:16PM

FY	Budget Unit	Vendor Name	Check Number	Check Date	Description	Amount
----	-------------	-------------	--------------	------------	-------------	--------

Report Total 636,271.47


City Manager



City Council Agenda Report

**Agenda
Item No.
7.c.**

DATE: May 12, 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, Public Works Director

SUBJECT: CONSIDERATION OF RESOLUTION NO. 20-45
APPROVING A COOPERATION AGREEMENT FOR THE
CITY OF SOUTH EL MONTE'S CONTINUED
PARTICIPATION IN THE LOS ANGELES URBAN
COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT
PROGRAM

SUMMARY: The Los Angeles County Development Authority ("LACDA") has requested that all cities participating in the Los Angeles Urban County Community Development Block Grant ("CDBG") program sign new Cooperation Agreements with the County. The request by LACDA is precipitated by their formal agency name change that became effective on May 16, 2019.

RECOMMENDATION: Staff recommends that the City Council adopt Resolution No. 20-45, approving the City's continued participation in the CDBG program with the County.

FISCAL IMPACT: Any existing or new South El Monte-specific grant programs, including administration of these programs, will be funded by CDBG funds. The annual CDBG allocation has been reduced over the last several years however, the COVID-19 pandemic has resulted in the availability of increased funding at this time. A revised CDBG budget allocation will be presented to the City Council at an upcoming public hearing, which will allocate funding towards programs for fiscal year 2019-20 and 2020-21.

DISCUSSION: For re-branding purposes, LACDA changed their agency name from the Community Development Commission/Housing Authority of the County of Los Angeles CDC/HACoLA to Los Angeles County Development Authority (LACDA). The City's current

agreement with the County is still active and automatically renews on a three-year term, unless cancelled by either party.

The CDBG Program is a Federal Block Grant Program that began in 1974, which provides funds to cities and counties to carry out programs and projects designed to benefit low-income persons. As a member of an Urban County Agreement, The City receives its CDBG funds from Los Angeles County. The City currently has staff to assist with many of the administrative tasks required to comply with the Federal regulations of the CDBG program.

South El Monte has participated in the CDBG Program for many years. The Federal Government's allocation of money to this program has fluctuated over time, depending on a variety of factors occurring in the economy and changes in administrations in the Federal Government. Over the last ten years, South El Monte's annual allocation has ranged from a low of \$ 135,000 to a high of \$263,000.

The latest allocation granted to South El Monte for FY 2020-21 is \$315,000. In addition, the Coronavirus Aid Relief, and Economic Security Act or ("CARES Act") signed into law on March 27, 2020 includes an infusion of \$5 billion in CDBG funds for local jurisdictions. South El Monte's amount equates to \$128,099 and is available immediately for COVID-19 pandemic-related programs.

The CARES Act funding portion of the CDBG allocation has additional flexibility not normally afforded to the CDBG Program. For instance, a fifteen percent limitation on public services is lifted for the CARES Act CDBG funding.

South El Monte has utilized CDBG funding for the last ten years for the following activities:

- Housing Rehabilitation Program
- First Time Home Buyer Program
- Code Enforcement Program
- Senior Center Building upgrades

The City has also utilized these funds in the past for Americans with Disabilities Act ("ADA") accessibility projects at public parks, sidewalks, and ramp projects throughout the City.

Execution of the new cooperation agreement with LACDA will allow the City to continue receiving CDBG funds for the programs and activities mentioned above.

Staff Report Prepared by Angie Hernandez, Community Development Executive Assistant

ATTACHMENTS:

[Attachment A - Resolution No. 20-45](#)

[Attachment B - CDBG Cooperation Agreement 2021-2024](#)

RESOLUTION NO. 20-45

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH EL MONTE, CALIFORNIA, APPROVING PARTICIPATION IN THE LOS ANGELES URBAN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM BY AUTHORIZING THE MAYOR, OR HIS/ HER DESIGNEE, TO SIGN A COOPERATION AGREEMENT WITH THE COUNTY OF LOS ANGELES

WHEREAS, the City of South El Monte desires to participate in the Los Angeles Urban County Community Development Block Grant (CDBG) Program for the qualification period beginning July 1, 2021; and

WHEREAS, the City authorizes the execution of a Cooperation Agreement with the County of Los Angeles in order to receive said CDBG funds.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF SOUTH EL MONTE, CALIFORNIA HEREBY:

SECTION 1. Adopts and approves the County of Los Angeles Participating City Cooperation Agreement between the City of South El Monte and the County of Los Angeles for the time period of July 1, 2021 through June 30, 2024 and self -renewing thereafter for every three-year period; and

SECTION 2. Certifies that the City of South El Monte understands the assurances and will comply with the assurances in the application form; and

SECTION 3. Authorizes the Mayor, or City Manager as his/ her designee, to execute all documents including, but not limited to, applications, agreements, amendments, payment requests and so forth, which may be necessary for the completion of projects or programs necessary for participation in the Los Angeles Urban County CDBG Program on behalf of the City of South El Monte.

PASSED, APPROVED, AND ADOPTED this 12th day of May, 2020.

Gloria Olmos, Mayor

ATTEST:

Rose Juarez, City Clerk

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

I, Rose Juarez, City Clerk of the City of South El Monte, do hereby certify that the foregoing Resolution, being Resolution No. 20-45 was duly passed and approved by the City Council of the City of South El Monte at a regular meeting of said City Council held on the 12th day of May, 2020 and that said Resolution was adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rose Juarez, City Clerk

**COUNTY OF LOS ANGELES
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
HOME INVESTMENT PARTNERSHIPS PROGRAMS**

**PARTICIPATING CITY
COOPERATION AGREEMENT**

This Agreement is being entered into on this 12th day of May, 2020 to be effective on the 1st day of July 2021, by and between the City of South El Monte, hereinafter referred to as "City," and the County of Los Angeles, by and through the Executive Director of the Los Angeles County Development Authority, hereinafter referred to as "County" and shall remain in effect for the three-year qualification period through the 30th day of June 2024. After this date, this Agreement provides for automatic renewal of participation in successive three-year qualification periods, unless the County, or the City provides written notice it elects not to participate in a new qualification period.

WITNESSETH THAT:

WHEREAS, in 1974, the U.S. Congress enacted and the President signed a law entitled, the Housing and Community Development Act of 1974, as amended, herein called the "Act;" and

WHEREAS, County and City desire to cooperate to undertake, or assist in undertaking, community development, community renewal of lower income housing assistance activities, specifically urban renewal and publicly assisted housing, including, but not limited to, the improvement or development of housing for persons of low- to moderate-incomes, and other community or urban renewal activities authorized by the Act, the Cranston-Gonzalez National Affordable Housing Act (NAHA), and the U.S. Housing Act of 1937, as amended;

WHEREAS, the Community Development Block Grant (CDBG) Program, the HOME Investment Partnerships (HOME) Program, and the Emergency Solutions Grant (ESG) Program are required to have an approved comprehensive housing strategy as authorized under NAHA;

WHEREAS, the County has requested of the U.S. Department of Housing and Urban Development, hereinafter referred to as "HUD," that the County be designated as an "Urban County;"

WHEREAS, the City desires to participate with the County in said program;

WHEREAS, as the Urban County designee, the County will take responsibility and assume all obligations of an applicant under federal statutes, including: the analysis of

needs, the setting of objectives, the development of community development and housing assistance plans, the consolidated plan, and the assurances of certifications;

WHEREAS, the terms and provisions of this Agreement are fully authorized under State and local law, and this Agreement provides full legal authority for the County, by and through its agents and instrumentalities including the Los Angeles County Development Authority, herein referred as "County," to undertake, or assist in undertaking, essential community development and housing assistance activities, specifically urban renewal and publicly assisted housing; and

WHEREAS, by executing this Agreement, the parties hereby give notice of the intention to participate in the Urban County CDBG Program.

NOW, THEREFORE, the parties agree as follows:

1. The City hereby authorizes the County to perform, or cause to be performed, those acts necessary or appropriate to implement the community development and housing assistance activities, specifically urban renewal and publicly assisted housing, including, but not limited to, improvement or development of housing for persons of low- to moderate-income, and other community or urban renewal activities authorized under the Act specified for the City in the County's Consolidated Plan which will be funded from annual CDBG and applicable HOME Programs from Federal annual appropriations and from any program income generated from the expenditure of such funds. County shall have final authority and responsibility for selecting projects and annually filing its Final Housing and Community Development Plan with HUD.

In the event this Agreement extends into succeeding fiscal years and funds have not been appropriated, this Agreement will automatically terminate as of June 30 of the then current fiscal year. The County will endeavor to notify the City in writing within ten (10) days of receipt of non-appropriation notice.

2. This Agreement covers the following formula funding programs administered by HUD where the County is awarded and accepts funding directly from HUD: The CDBG Entitlement Program, the HOME Program, and the ESG Program.
3. In executing this Agreement, the City understands that it shall not be eligible to apply for grants under the Small Cities or State CDBG Programs for appropriations for fiscal years during the period in which the City is participating in the Urban County CDBG entitlement program; and further, the City shall not be eligible to participate in the HOME and ESG programs except through the Urban County.

4. The City may participate in a HOME Program only through the County. Thus, even if the County does not receive a HOME formula allocation, the City cannot form a HOME consortium with other local governments.
5. The term of this Agreement shall commence on **July 1, 2021**, the beginning date of the first year of the new Urban County Qualification Period, which will end on **June 30, 2024**. After this three (3) year Qualification Period ends, this Agreement will automatically renew for another period of three (3) years, unless the City provides written notice at least 60 days prior to the end of the term that it elects not to participate in a new qualification period. A copy of that notice must be sent to the HUD Field Office. Towards the end of the three-year term, the County will notify the City in writing of its right not to participate in the Urban County for a successive three-year term.

The parties agree to adopt amendments to this Agreement incorporating changes necessary to meet the requirements for cooperation agreements set forth in the Urban County Qualification Notice by HUD, prior to the subsequent three-year extension of the term. Any amendment to this Agreement shall be submitted to HUD as required by the regulations, and any failure to adopt required amendments will void the automatic renewal of the Agreement for the subsequent three-year term.

6. This Agreement shall be effective for the period of time required for the expenditure of all CDBG and/or applicable HOME funds allocated to the City under this Agreement and appropriations from any program income therefrom and for the completion of the funded activities. The County and City agree that they cannot terminate or withdraw from this Agreement while it remains in effect.

The City and the County agree to cooperate to undertake, or assist in undertaking, community renewal and lower income housing assistance activities, specifically urban renewal and publicly assisted housing, including, but not limited to, the improvement or development of housing for persons of low- to moderate-incomes, and other community or urban renewal activities authorized by the Act.

The City and the County in the performance of this Agreement shall take all actions necessary or appropriate to assure compliance with the Urban County's certification under Section 104 (b) of Title I of the Act, as amended, regarding Title VI of the Civil Rights Act of 1964; the Fair Housing Act and affirmatively furthering fair housing as cited in 24 CFR 91.225(a); Section 109 of Title I of the Act, which incorporates Section 504 of the Rehabilitation Act of 1973; the Age Discrimination Act of 1975, and all other applicable laws and regulations.

Urban County funding is prohibited for activities in, or in support of, any City that does not affirmatively further fair housing within its local jurisdiction or that impedes the County's action to comply with the Fair Housing Certification.

7. The City and County agree that CDBG and HOME funding is prohibited for any activities in or in support of any cooperating City that do not affirmatively further fair housing within its own jurisdiction or that impede the County's action to comply with its fair housing certification.
8. Pursuant to 24 CFR 570.501 (b), the City is subject to all requirements applicable to subrecipients, including the requirement of a written agreement as set forth in 24 CFR 570.503.
9. The City shall report to the County of any income generated by the use of CDBG or HOME funds received by the City. Any such program income must be remitted to the County within 30 days of receipt if applicable. Such program income may be used for eligible activities in accordance with all CDBG and HOME requirements as may then apply.
10. The County shall be responsible for monitoring and reporting to HUD on the use of any program income; therefore, the City shall be required to maintain appropriate record keeping and reporting for this purpose.
11. The City may not sell, trade or otherwise transfer all or any portion of CDBG funds at another metropolitan city, urban county, unit of general local government, or Indian tribe, or insular area that directly or indirectly receives CDBG funds in exchange for any other funds, credits or non-Federal consideration, but must use such funds for activities eligible under title I of the Housing and Community Act of 1974.
12. In the event of grant close-out or termination of this Agreement, any program income that is on hand or received subsequent to the close-out or change in status shall be paid to the County within 60 days after grant closeout.
13. All program income generated from the disposition or transfer of real property acquired or improved by the City, using CDBG and/or HOME funds or program income, during the term of this Agreement, shall be subject to all the terms and conditions of this Agreement, particularly Sections 6 through 11.
14. Any real property which is acquired or improved by the City during the term of this Agreement, in whole or in part, using CDBG and/or HOME funds or program income in excess of \$25,000, shall be subject to the following standards:

- a. The County shall be notified by the City in writing of any modification or change in the use or disposition of such real property from that planned at the time of the acquisition or improvement. Such notification shall be made prior to the modification, change in use or disposition.
 - b. If such real property is sold within five (5) years or transferred for a use which does not qualify as an eligible activity under CDBG and/or HOME regulations, the City shall reimburse to the County an amount equal to the pro-rata share of the current fair market value of the property or proceeds from the sales. The pro-rata share shall be calculated by multiplying the current market value by the percentage of the purchase price paid with CDBG funds or program income.
- 15. The City shall make available for inspection and audit to County's and HUD's representatives, upon request, at any time during the duration of this Agreement and for a period of five (5) years, thereafter, all of its books and records relating to CDBG and HOME program activities and income.
- 16. Following the end of the three-year reimbursable contract period and after resolving any financial or programmatic findings, if a City elects to leave the Los Angeles County Grant Program, and is not eligible to become an entitlement City, the City will be unable to request that its allocation or any remaining balance be transferred to the City. Any remaining balance will be transferred to the funding pool of the Supervisorial District in which the City is located.
- 17. The City has adopted and is enforcing:
 - a. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
 - b. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.
- 18. The City shall provide a drug-free workplace by:
 - a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the City's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

- b. Establishing an ongoing drug-free awareness program to inform employees about:
 - i. The dangers of drug abuse in the workplace;
 - ii. The City's policy of maintaining a drug-free workplace;
 - iii. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - iv. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
- c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph "a" of this Section 18.
- d. Notifying the employee in the statement required by paragraph "a" of this Section 18 that, as a condition of employment funded by the CDBG and/or HOME grant, the employee will:
 - i. Abide by the terms of the statement; and
 - ii. Notify the City in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five (5) calendar days after such conviction.
- e. Notifying the County in writing, within ten (10) calendar days after receiving notice under subparagraph d(ii) of this Section 18 from an employee or otherwise receiving actual notice of any such conviction; and the City must provide written notice, including position or title, of any City employees convicted of any criminal drug statute to every County officer or other designee who processed a CDBG or HOME grant which funded any activity on which the convicted employee was working, unless HUD has designated an identification number(s) of each affected grant.
- f. Taking one (1) of the following actions, within thirty (30) calendar days of receiving notice under subparagraph d(ii) of this Section 18, with respect to any employee who is so convicted:
 - i. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

- ii. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purpose by a federal, State, local health, law enforcement, or other appropriate agency.
- g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a, b, c, d, e, and f, of this Section 18.

[signatures on following page]

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Agreement to be subscribed by the Executive Director of the Los Angeles County Development Authority, and the City has subscribed the same through its duly authorized officers, on the day, month, and year first above written.

County Counsel Certification

The office of the County Counsel hereby certifies that the terms and provisions of this Agreement are fully authorized under State and local laws, and that the Agreement provides full legal authority for the County to undertake or assist in undertaking essential community development and housing assistance activities, specifically urban renewal and public assisted housing.

By: _____
Deputy County Counsel

Date

COUNTY OF LOS ANGELES

CITY OF SOUTH EL MONTE

By: _____
EMILIO SALAS
Acting Executive Director
Los Angeles County Development Authority

By: _____
Mayor, Gloria Olmos

ATTEST:

By _____
Rose Juarez, City Clerk

APPROVED AS TO FORM:

APPROVED AS TO FORM:

MARY C. WICKHAM
County Counsel

ANTHONY J. TAYLOR
City Attorney

By: _____
Deputy

By: _____
City Attorney



City Council Agenda Report

**Agenda
Item No.
7.d.**

DATE: May 12, 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, Public Works Director

SUBJECT: CONSIDERATION OF RESOLUTION NO. 20-46
AUTHORIZING THE ALLOCATION OF \$13,542.62 FROM
AQMD FUNDS AND \$26,318.26 IN GENERAL FUND
BALANCE FOR THE PURCHASE OF AN ELECTRIC
MOWER AND A HYDRAULIC GAS MOWER

SUMMARY: The City's existing mowers, the Mean Green electric CXR-60 mower and Exmark D902 diesel mower, were purchased in 2014 and need to be replaced due to wear and tear. Both mowers are used weekly to mow the landscape and ball fields at our City Parks and Civic Center. Continued use will result in more maintenance repair costs.

RECOMMENDATION: Staff recommends that the City Council adopt Resolution No. 20-46, authorizing the allocation of \$13,542.62 from AQMD funds and \$26,318.26 in general fund balance for the purchase of an electric mower and a hydraulic diesel mower.

FISCAL IMPACT: Staff is requesting that \$13,542.62 in AQMD funds be appropriated to purchase a new electric mower and \$26,318.26 from General Fund Balance be appropriated to purchase a new diesel-powered mower. Both mowers will replace existing mowers purchased in 2014.

DISCUSSION: The maintenance of the landscape of the City Parks and Civic Center Properties is accomplished with the use of two riding mowers; the Mean Green electric CXR-60 mower and Exmark D902 diesel mower. Both mowers were purchased in 2014 and require replacement due to wear and tear.

The diesel mower averages approximately 11 hours of use per week and the electric mower averages approximately 13 hours of use per week. See Attachment C for the

weekly mowing schedule. When the diesel mower breaks down the electric mower is used to cover the schedule for the entire week and the tasks can take twice as long to complete because the current electric mower does not have a large enough adjustable height feature to raise up or lower down the blades for cutting. On average, grass grows 4 to 6 inches a week, while the electric mower can only cut 2 inches off the top. As such, it takes 2 or 3 passes over the grass surface to keep the fields trimmed to an aesthetically pleasing 2 inches. The new electric mower will have an adjustable height feature so that the number of cutting passes can be reduced. Additionally, the new diesel mower has a wider cutting radius with a 72 inch cutting surface, while the old one has a 60 inch cutting surface.

Over the past three years we have spent a total of \$8,952 in repairs for both mowers -- \$7,421 for the diesel mower and \$1,531 for the electric mower. We have also spent \$10,809 over the past two years renting lawn mowers due to it taking up to two weeks to repair the diesel mower. Currently, the diesel mower needs repairs totaling \$5,000. We are renting a diesel mower now at \$1,200 per week.

Staff received three quotes for a diesel mower ranging from \$18,062.02 to \$26,318.26. Staff is recommending the purchase of the diesel mower for \$26,318.26 made by Jacobsen. The Jacobsen TurfCat 4wd Diesel mower is recommended over the other two quoted diesel mowers because the Jacobsen diesel mower's hydraulic system has less mechanical moving parts which will help lower the maintenance cost.

The upfront cost for the electric mower is \$25,999, however with an electric trade-in mower the cost comes down to \$13,542.62. Staff feels comfortable with Mean Green CXR electric mower brand and would like to stay with the same brand for the new electric mower. See attachment B for the quotes on the diesel and the electric mowers.

Staff recommends that the City Council adopt Resolution No. 20-46, authorizing the allocation of \$13,542.62 from AQMD funds and \$26,318.26 in general fund balance for the purchase of an electric mower and a hydraulic gas mower.

ATTACHMENTS:

[Attachment A - Resolution No. 20- 46](#)

[Attachment B - Mower Quotes](#)

[Attachment C - Mowing schedule](#)

ATTACHMENT A

RESOLUTION NO. 20-46

A RESOLUTION OF THE SOUTH EL MONTE CITY COUNCIL AUTHORIZING THE ALLOCATION OF \$13,542.62 AVAILABLE AQMD FUNDS AND \$26,318.26 IN GENERAL FUND BALANCE FOR AN ELECTRIC MOWER AND A HYDRAULIC GAS MOWER RESPECTIVELY

WHEREAS, The City utilizes an electric and a diesel-powered riding mower to perform landscape work at City Parks and Civic Center properties; and

WHEREAS, both mowers are 6 years old and in need of replacement due to ongoing wear and tear; and

WHEREAS, City Staff has researched and tested new electric and gas mowers to continue with mowing operations; and

WHEREAS, Staff recommends that the City Council approve allocation of \$13,542.62 available AQMD funds to purchase an electric mower and \$26,318.26 in general fund balance to purchase a diesel mower.

NOW, THEREFORE, THE SOUTH EL MONTE CITY COUNCIL 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 approves the allocation of \$13,542.62 available AQMD funds to purchase an electric mower and \$26,318.26 in general fund balance to purchase a diesel mower.

SECTION 3: The City Council hereby directs the City Manager to proceed with the purchase of these two mowers with a City purchase order form.

PASSED, APPROVED AND ADOPTED this 12th day of May 2020.

Gloria Olmos, Mayor

ATTEST:

Rose Juarez, City Clerk

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

I, Rose Juarez, City Clerk of the City of South El Monte, do hereby certify that the foregoing Resolution, being Resolution No. 20-46 was passed and approved by the City Council of the City of South El Monte, at a regular meeting of said Council held on May 12, 2020 and that said Resolution was adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rose Juarez, City Clerk

ATTACHMENT B

Q U O T A T I O N

PAGE: 1

B & M LAWN AND GARDEN CENTER
2801 E. Miraloma Ave
Anaheim, CA 92806 USA
Phone #: (714)996-5490
Fax #: (714)414-1127

PHONE #:
CELL #: (626)945-9411
ALT. #:
P.O. #:
TERMS: Cash
SALES TYPE: Quote

DATE: 5/6/2020
ORDER #: 1325560
CUSTOMER #: 139655
CP: SandraC
LOCATION: 1
STATUS: Active

BILL TO 139655
CITY OF EL MONTE

SHIP TO
CITY OF EL MONTE

MFR	PRODUCT NUMBER	DESCRIPTION	QTY	PRICE	NET	TOTAL
MEANRIVAL60I		RIVAL 60" INDUSTRIAL PACKAGE	1	\$25,999.00	\$25,999.00	\$25,999.00
MEANRIVAL-60-RD		RIVAL 60" REAR DICHARGE DECK - MULCHING	1	\$599.00	\$599.00	\$599.00
STI FR		FREIGHT CHARGE	1	\$300.00	\$300.00	\$300.00
MOB ASSEMBLY		Unit Assembly and Preparation	1	\$100.00	\$100.00	\$100.00
MEANAQMD-MEAN		AQMD- MEAN GREEN DISCOUNT	1	\$0.00	-\$19,500.00	(\$19,500.00)
MEANS.A.M.		Solar Canopy For CXR	1	\$1,699.00	\$1,595.00	\$1,595.00
MEANORVBLAST		VEHICLE DEBRIS BLOWER PACKAGE	1	\$2,135.00	\$1,949.00	\$1,949.00
**** MISC		ZTR-JACK	1	\$124.00	\$124.00	\$124.00

Prices reflected on this quote are valid for 30 days.

SUBTOTAL:	\$11,166.00
TAX:	\$2,376.62
ORDER TOTAL:	<u>\$13,542.62</u>

Authorized By: _____



Equipment Sales, Service and Parts

Trinity Equipment Sales Inc
8531 Mission Blvd
Jurupa Valley, Ca 92509
909-730-8228 Mike Diaz
951-760-1062 Office
909-4634985 Fax



YANMAR



WALKER



Sales Quote

Customer: Joey Figueroa
Company : City of South El Monte
Address: 1415 N. Santa Anita Avenue
City: El Monte, Ca 91733
Date: 5/6/2020

Item Description: Jacobsen Turf Cat 72"
Office: 626-579-6540
Fax:
Email:
Availability 6-7 weeks

Description	Quantity	Unit price	Total price
421200G01 Jacobsen TurfCat 4WD Diesel	1	\$21,845.00	\$ 21,845.00
069190 Rear Discharge deck 72"	1		
Mulching Kit for 067190	1	575	575
068127 Canopy Sunshade	1	822	822



Contract Number 062117-JCS
pricing includes freight-setup- delivery
Customer Signature

X _____

Sub Total \$ 23,242.00
Sales Tax \$ 1,801.26
Frgt/PDI \$1,275.00
Total \$ 26,318.26



RENTALS | SALES | PARTS & SERVICE

Mike Diaz

SBE / DVBE / DBE / MBE / CPUC
Account Manager
TrinityEquipmentInc.com
Cell: (909) 730-8228
Fax: (909) 463-4985



PROUD SPONSOR OF
FRONT SIGHT
MILITARY OUTREACH

ATTACHMENT C

Mowing schedule

Location	Mower	Monday	Tuesday	Wednesday	Thursday	total hrs
Civic Center	Diesel Electric	6				6 0
MVD Park	Diesel Electric			3		0 3
Shively Park	Diesel Electric		4			4 0
New Temple Park	Diesel Electric	2	2	2	4	0 10
Merced - Hayward	Diesel Electric			1		1 0

Total = 24

Diesel hrs 11
Electric hrs 13



City Council Agenda Report

**Agenda
Item No.
9.a.**

DATE: May 12, 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: William Fox, Interim Finance Director

SUBJECT: CONSIDERATION OF RESOLUTION NO. 20-44
ADOPTING CITY-WIDE FINANCIAL POLICIES

SUMMARY: City-wide financial policies have been developed to serve as a guiding principle of organizational adherence to industry best practices. These policies will enable the City to carry out its purpose and mission within the guidelines related to financial matters set by the California Government Code, the State Controller's Office, and the United States Government.

RECOMMENDATION: Staff recommends that the City Council adopt Resolution No. 20-44, approving City-wide financial policies.

FISCAL IMPACT: There is no fiscal impact related to the adoption of Resolution 20-44.

DISCUSSION: Staff was asked to develop Citywide financial policies that conform with industry best practices. Three industry leading authoritative sources were researched as part of the policy development process, including the Financial Accounting Standards Board (FASB), Government Accounting Standards Board (GASB), and the Government Finance Officer Association (GFOA). This was done in order to identify and develop "Best Practices" for policies that contribute to sound government financial management. The policies developed aim to promote and facilitate positive change and recognize excellence, rather than merely codifying current accepted practices. The GFOA emphasizes that the implementation of these practices is a proactive step that a government should take. "Best Practices" are applicable to all sizes of government and represent the official position on an entity's financial management. Prior to implementation, the City-wide policies are must be reviewed and approved by the City Council, as they represent the official position of the City. Upon approval, the City-wide financial policies will

be posted on the City's website for transparency and to inform our citizens and stakeholders of the commitment to sound financial management.

The policies that have been developed encompass the requisite elements for a sound financial management foundation. There are twenty-seven (27) sections that address requirements, including but not limited to, financial stability; financial planning; financial reporting; adherence to accounting requirements; investment management; purchasing; contracting; grants management; and, pension and benefits optimization. It is planned that on an annual basis the City-wide financial policies will be reviewed, updated, and submitted to City Council for approval on any updates and reaffirmation of those sections that remain unchanged.

ATTACHMENTS:

[Resolution No. 20-44](#)

RESOLUTION NO. 20-44

A RESOLUTION OF THE CITY OF SOUTH EL MONTE CITY COUNCIL
ADOPTING CITYWIDE FINANCIAL POLICIES

WHEREAS, the City of South El Monte issued a Request for Proposals for Auditing Services on March 11, 2020; and

WHEREAS, a key part of the City's preparation for the upcoming audit is the development of financial policies, and as such, the City staff has prepared a set of policies to guide the City through its financial decision making; and

WHEREAS, the financial policies developed aim to promote and facilitate positive change and recognize excellence, rather than merely codifying current accepted practices; and

WHEREAS, part of the goal of the financial policies is to identify and develop "Best Practices" for policies that contribute to sound government financial management; and

WHEREAS, "Best Practices" are applicable to all sizes of government and represent the official position on an entity's financial management; and

WHEREAS, the policies that have been developed encompass the requisite elements for a sound financial management foundation; and

WHEREAS, it is planned that on an annual basis the City-wide financial policies will be reviewed, updated, and submitted to City Council for approval on any updates and reaffirmation of those sections that remain unchanged; and

WHEREAS, the City Council now wishes to approve the following financial policies.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of South El Monte as follows:

Section 1. With the adoption of this Resolution the City of South El Monte City Council hereby declares its City-wide Financial Policies as stated herein.

Section 2. The City-wide Financial Policies shall serve as a guiding principle of organizational adherence to industry best practices. It shall therefore be the obligation of the City Council to periodically review the Financial Policies with intention to amend the policies as the City's organization and management needs evolve to better reflect changes in laws, economic conditions, or industry best practices.

A. General Fund Reserves – The City shall maintain General Fund Reserves (Unassigned Fund Balance) at a minimum of 25% and a maximum of 100% of General Fund expenditures. The minimum reserve level corresponds to the approximate value of three months of operating expenditures.

B. Annual Budget Adoption – The annual budget shall be adopted by the City Council by June 30 of each fiscal year and include proposed expenditures and the means of financing them for all active funds. The annual budget shall provide for the general operations of the City and, as appropriate, its near-term and long-term goals and objectives. To the best of the City’s abilities, recurring revenues shall be applied towards recurring expenditures and non-recurring revenues will be applied toward non-recurring expenditures.

C. Appropriations and Budget Authority – The City Council shall approve the budget and any amendments to it throughout the fiscal year. The adopted expenditures budget, or “appropriations”, shall include transfers out as needed. Actual expenditures shall not exceed appropriations at the fund level. The City Manager is authorized to make budget allocations within funds. Only City Council is authorized to amend the budget at the fund level.

D. Financial Condition Reporting – The City shall publish, no less than quarterly, at a public meeting of the City Council, budget-to-actual comparison reports adequate to inform the City Council of the adherence to the adopted budget. The City shall also publish a Midyear Financial Condition Report in March of every year that provides information sufficient for the City Council to provide short, medium, and long-term general financial planning and budget preparation guidelines to the City Manager.

E. Long-Range Financial Planning – The City shall publish, as a component of its annual budget, a three-year financial projection of its activities and operations.

F. Capital Planning – The City shall publish, with its annual budget, a long- range capital improvement program, identifying the conditions of existing capital assets and the risks associated with any deferred capital outlays. For any new construction or equipment, the capital improvement plan shall provide possible sources of funding.

G. Encumbrance Accounting Systems – Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded to reserve that portion of the applicable appropriation, shall be employed as a budgetary control throughout the year. However, at year-end, all appropriations lapse. Accordingly, encumbrances are liquidated at year-end. Cancelled encumbrances can be re-appropriated as part of the following year’s budget through City Council adoption.

H. GAAP Requirements – Budgets for the general, special revenue, capital projects, and debt service funds shall be adopted on a basis substantially consistent with generally accepted accounting principles (GAAP). Accordingly, actual revenues and expenditures shall be compared with adopted budget amounts without any significant reconciling items.

I. The Gann Limit – Under Article XIII B of the California Constitution (the Gann Spending Limitation Initiative), the City is restricted as to the amount of annual appropriations from proceeds of taxes, and if proceeds of taxes exceed allowed appropriations, the excess must either be refunded to the State Controller or returned to the taxpayers through revised tax rates or revised fee schedules, or an excess in one year may be offset against a deficit in the following year. The City shall calculate and publish its annual Gann Limit prior to budget adoption.

J. Capital Assets – In general, the City shall capitalize assets and equipment with individual minimum value of \$5,000 or greater. However, machinery and equipment that have an

aggregate value of \$5,000 or greater which can be identified as a single unit may be capitalized as such.

K. Investment Policy – The City shall always take a “conservative” approach in adherence to the California Government Code with respect to the content and function of its Investment Policy. The Investment Policy shall be reviewed and adopted by the City Council at a public meeting of the City Council in January of each year. The City’s investment objectives shall be, in order of importance: (a) safety of public funds; (b) liquidity of funds to meet organizational requirements; and (3) investment yields in the marketplaces allowed by the California Government Code and the City’s Investment Policy.

L. Investment Reporting – The City shall publish quarterly reports at a public meeting of the City Council which shall include all reportable elements specified in the City’s Investment Policy.

M. Procurement – The City shall maintain a Procurement Policy and organize its acquisition and accounting procedures to achieve compliance with all terms of the Procurement Policy.

N. Contracts Reporting – The City shall publish on a quarterly basis, at a public meeting of the City Council, a contract (and agreements) status report describing contract term, contract amendments, original contract value, amended contract value, and current expenditure status. The project manager for each contract or agreement shall be clearly identified.

O. Long-Term Liabilities – The City shall evaluate long-term liabilities (debt borrowings, compensated absences, claims and judgments, CalPERS pensions, and other postemployment benefits, etc.) on a case-by-case basis with appropriate deference to the short and long-term cash requirements implicit to the liabilities. The assumptions used to evaluate those liabilities and the short- and long-term cash requirements so budgeted shall be disclosed within the adopted budget.

P. Annual Financial Audit – The City shall publish its annual financial statements, prepared by management in coordination with its external auditors, by at least December 31 of each fiscal year at a public meeting of the City Council. The financial statements shall be presented to the City Council at a public meeting, and implications discussed, each year. The City shall endeavor to achieve audits with minimal auditor “findings.” The City shall swiftly and thoroughly respond, at every level of institutional function, to address any audit findings.

Q. Other Audits and Reviews – The audit and review reports of grantors and other agencies (Los Angeles County MTA, Los Angeles County Community Development Commission, State Controller, Gas Tax Street Report, AQMD, etc.) shall be maintained in the permanent records of the City Manager’s Office.

R. Cost Recovery and Fees for Services – The City shall employ the principles and practices of cost recovery in the preparation and maintenance of its fees for services in a manner consistent with cost of services and cost allocation best practices. In so doing, the City shall maintain its cost allocation and cost recovery methodologies and applications at a level sufficient to achieve uncontested cost recovery and overhead from state and federal granting agencies. The City may periodically contract for professional, third-party calculation and determination of cost

allocation, cost recovery, overhead studies, and fees for services determination in order to achieve those objectives.

S. Cost Recovery for Emergency Services – After declaration of an emergency or natural disaster, the City shall employ the principles and practices that record and document expenditures incurred related to emergency responses and natural disasters. In so doing, documentation shall be developed to provide evidence or proof of what happened and what actions were taken. Careful records of expenditures are to be developed including time & labor, materials, and equipment used. Photographs and videos of damage are essential. Submissions for recovery to Federal, State, and County Agencies shall provide an audit trail to prove that work was completed.

T. Risk Management – The City shall maintain a risk management program in order to effectively plan for and mitigate the effects of known and unknown risk and liability. The City shall evaluate joint-powers risk pooling arrangements, pursuant to the California Government Code; arrange and administer programs for effective and efficient self-insurance; appropriately purchase excess insurance and reinsurance; and arrange for appropriate insurance for property and other lines of coverage. The City Manager shall make an annual presentation at a public meeting of the City Council on the status of the City’s risk management program.

U. Grants Management – The City shall maintain a Grant Management Policy that, under the responsibility of each grant operating department project manager, that those managers most efficiently coordinate the various elements of grant applications; grant awards; grant spending and reimbursement; interim and final financial reporting and narrative reporting; and grant closure. The City shall not budget or transact a grant without proof of grant award. In cases of non-compliance with grant requirements, the City Manager may discontinue or suspend grant activities unless or until the operating department project manager achieves compliance with grant requirements.

V. Corporate Technology – The City shall maintain corporate technology (network infrastructure, network applications, network hardware and software, and user hardware and software) sufficient to maintain institutional best practices with an emphasis on network safety and systemic integrity.

W. Pension Obligations – The City shall publish, no less than annually at a public meeting of the City Council, financial reports adequate to inform the City Council of the pension liabilities facing the City and the City’s progress in meeting current and future CalPERS pension liabilities. Such reports and discussions shall become part of any on-going or subsequent labor negotiations in an effort to keep the City’s proposed budget and three-year financial projection balanced.

X. Other Post-Employment Benefits (OPEB) Obligations – The City shall publish, no less than annually at a public meeting of the City Council, financial condition reports adequate to inform the City Council of the post-employment liabilities facing the City and the City’s progress in meeting current and future post-employment liabilities. Such reports and discussions shall become part of any on-going or subsequent labor negotiations in an effort to keep the City’s proposed budget and three-year financial projection balanced.

Y. Citywide Financial Policies Adherence – The City shall publish, as a component of its annual budget, and at a public meeting of the City Council, thorough evaluation of its adherence to the Citywide Financial Policies listed herein.

Z. City Management Transitions – Within forty-five (45) days of the appointment of a permanent City Manager, the City shall re-publish, at a public meeting of the City Council, its Citywide Financial Policies, with any amendments made to the Policies as appropriate.

AA. Council and Employee Payments – Employee and Council payroll compensation shall be paid following the normal published payroll cycle. Reimbursements and stipends shall follow the standard accounts payable payment cycle. Emergency and Special Handling payments shall be highlighted on the Warrant Register to ensure transparency. Emergency and Special Handling payments shall require the responsible Department Head and City Manager approvals prior to payment processing.

Section 3. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED this 12th day of May 2020.

Gloria Olmos, Mayor

ATTEST:

Rose Juarez, City Clerk

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

I, Rose Juarez, City Clerk of the City of South El Monte, do hereby certify that the foregoing Resolution, being Resolution No. 20-44 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 12th day of May, 2020 and that said Resolution was adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rose Juarez, City Clerk



City Council Agenda Report

**Agenda
Item No.
9.b.**

DATE: May 12, 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: Rachel Barbosa, City Manager

SUBJECT: COVID-19 UPDATE BY CITY MANAGER INCLUDING
DISCUSSION OF TIMING OF RE-OPENING CITY HALL
AND IMPACTS ON CITY SERVICES

SUMMARY: The City Manager will present the City Council with a verbal status update on City responses to COVID-19. The timing of re-opening City Hall and other City events and services will be discussed. The verbal report that will be provided by the City Manager to the City Council is intended as being informational. No City Council action is required.

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

FISCAL IMPACT: No fiscal impact is anticipated at this time.

DISCUSSION: The City Manager acts as the Director of Emergency Services under the City's municipal code and directs day to day operations of City employees including the timing of restoring City operations. Comments or questions about this update and these plans can be discussed as part of this agenda item.

ATTACHMENTS:



City Council Agenda Report

**Agenda
Item No.
9.c.**

DATE: May 12, 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: Rachel Barbosa, City Manager

SUBJECT: CONSIDERATION OF RESOLUTION NO. 20-43,
EXTENDING THE PROCLAMATION OF A LOCAL
EMERGENCY

SUMMARY: On March 12, 2020, the Mayor proclaimed a local emergency due to the public health threat triggered by the novel coronavirus (COVID-19). On March 17, 2020, the City Council ratified the Mayor's proclamation of a local emergency. The proclamation enables the City to more effectively respond to the potential outbreak, put in place a framework that supports the continuity of essential public safety services, seek and utilize mutual aid, potentially obtain reimbursement for expenses incurred to address the pandemic, and ensure the City has all available tools at its disposal to keep the community safe. The proposed resolution seeks to extend the proclamation of local emergency.

RECOMMENDATION: Staff recommends that the City Council adopt Resolution No. 20-43, extending the proclamation of a local emergency in response to COVID-19.

FISCAL IMPACT: The primary costs that would be incurred by the City are for administrative support staff in the coordination, surveillance, communication and management of the COVID-19 local emergency, as well as related services and supplies. Current City costs are being covered by existing department appropriations, but will be tracked separately in the City's Disaster Fund.

Staff will pursue Federal and State reimbursement for all City costs incurred.

DISCUSSION: Government Code Section 8558 defines a local emergency as "the duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property within the territorial limits of a county, city and county, or city, caused by

conditions such as air pollution, fire, flood, storm, epidemic, riot, drought, ... or other conditions, other than conditions resulting from a labor controversy, which are or are likely to be beyond the control of the services, personnel, equipment, and facilities of that political subdivision and require the combined forces of other political subdivisions to combat.” (Emphasis added.) Section 2.60.20 of the South El Monte Municipal Code (SEMMC) defines “Emergency” in a substantively similar manner.

Pursuant to Chapter 2.60 of the South El Monte Municipal Code and Government Code section 8630, the City proclaimed the existence of a local emergency. Once the existence of a local emergency is proclaimed, neighboring jurisdictions and the State have the power to provide mutual aid to address the emergency conditions. Pursuant to Government Code section 8630, once proclaimed, the City Council is required to review the need for continuing the local emergency at least every 60 days until the local emergency is terminated, and must proclaim the termination of the local emergency at the earliest possible date that conditions warrant. Currently, the Governor’s March 4, 2020 declaration of a State of Emergency waived the 60-day review requirement. However, out of an abundance of caution, the City seeks to extend the proclamation of the local emergency, because the conditions giving rise to these actions continue to exist.

The resolution will ensure the City is able to continue its response to the impacts of the potential outbreak, put in place a framework that supports the continuity of essential public safety services, seek and utilize mutual aid, potentially obtain reimbursement for expenses incurred to address the pandemic, and ensure the City has all available tools at its disposal to keep the community safe.

BACKGROUND:

A novel coronavirus (COVID-19) was first detected in Wuhan City, Hubei Province in China in December 2019. Since then, on January 30, 2020, the World Health Organization declared COVID-19 a public health emergency of international concern. On January 31, 2020, The United States Health and Human Services Secretary Alex M. Azar II declared this global outbreak a public health emergency for the United States. The Centers for Disease Control and Prevention announced on February 25, 2020 that community spread of COVID-19 is likely to occur in the United States.

The State of California proclaimed a State of Emergency on March 4, 2020. And on that same day, the County of Los Angeles declared a Local Health Emergency. On March 12, 2020, Governor Newsom issued Executive Order N-25-20, declaring that state and local public health officials may, as they deem necessary in the interest of public health, issue guidance limiting or recommending limitations upon attendance at public assemblies, conferences, or other mass events, which could cause the cancellation of such gatherings through no fault or responsibility of the parties involved, thereby constituting a force majeure. On March 12, 2020 the Mayor of the City of South El Monte proclaimed a local emergency to protect public health and slow transmission of COVID-19 (which was ratified by the City Council on March 17, 2020). On March 13, 2020, President Trump Declared a National State of Emergency.

As of March 13, 2020, the World Health Organization reported that, to date, there were 132,536 confirmed cases of COVID-19, 4,947 of which resulted in death, across 123 countries. On March 13, 2020, the California Department of Public Health (CDPH) reported that, to date, California has 198 confirmed cases of COVID-19, four of which have resulted in death. CDPH also reported that approximately 11,100 Californians who returned to the United States after travel are self-monitoring. The CDC anticipates that widespread transmission of COVID-19 in the United States will occur.

If adopted, the resolution will ensure the City will continue to have additional powers to coordinate local efforts and identify and procure resources needed to effectively address the emergency as needed. Currently, there is no vaccine to prevent COVID-19 or specific antiviral treatment that has been found to be effective. What is known at this time is that the virus is spread between people primarily via respiratory droplets produced when an infected person coughs or sneezes. Symptoms of the virus include fever, cough, and shortness of breath, and infected individuals have experienced a range of outcomes, from mild sickness to severe illness. Based on experience with other coronaviruses that cause severe respiratory illness, the U.S. Center for Disease Control and Prevention (CDC) currently believes that symptoms appear two to 14 days after exposure. While the vast majority of individuals (approximately 87 to 98 percent) will have mild to no symptoms, or will eventually recover if they do become significantly ill, a small portion of those infected of about two to three percent will become severely ill resulting in death.

Due to the continued threat to the health, safety and welfare of residents of South El Monte from COVID-19, staff is requesting the City Council extend the proclamation declaring the existence of a local emergency by adopting the proposed resolution.

ATTACHMENTS:

[Resolution No. 20-43](#)

RESOLUTION NO. 20-43

A RESOLUTION OF THE SOUTH EL MONTE CITY COUNCIL EXTENDING
THE PROCLAMATION OF A LOCAL EMERGENCY IN RESPONSE TO
COVID-19

WHEREAS, on March 4, 2020, Governor Gavin Newsom declared a State of Emergency for the State of California; and

WHEREAS, on March 12, 2020, out of an abundance of caution to protect the health, safety, and welfare of the community, the Mayor of the City of South El Monte proclaimed a local emergency due to the public health threat caused by COVID-19; and

WHEREAS, on March 17, 2020, the City Council adopted Resolution No. 20-24 ratifying the proclamation of a local emergency relating to the COVID-19 virus; and

WHEREAS, Government Code section 8630(c) requires the City Council to review the need for continuing the local emergency at least once every 60 days until the City Council terminates the local emergency; and

WHEREAS, Section 8 of Governor Newsom's March 4, 2020, "Proclamation of a State of Emergency" waived the Government Code 60-day review requirement for the duration of the statewide emergency and declared that a local emergency proclamation will remain in effect until the local authority terminates its local emergency; and

WHEREAS, out of an abundance of caution, the City seeks to extend the proclamation of the local emergency, because the conditions giving rise to these actions, as further described in the recitals of Resolution No. 20-24 continue to exist; and

WHEREAS, after consideration of all facts reasonably available presently for review and all items, the City Council now desires to extend the proclamation of the local emergency to ensure additional resources are available to address the effects of COVID-19.

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

SECTION 1. The recitals are true and incorporated as finding herein.

SECTION 2. The City Council does hereby extend the City's proclamation of local emergency due to COVID-19, as ratified by the City Council in Resolution No. 20-24 on March 17, 2020, until such time the City Council declares an end to the local emergency.

SECTION 3. For the duration of the statewide emergency, Governor Newsom has waived the requirement of Government Code Section 8630 that the Council review of the need for continuing the local emergency at least once every 60 days until the City Council terminates the local emergency. If this declaration of local emergency extends for more than the duration of the

statewide emergency declared for COVID-19, City Staff are directed to thereafter return this item for Council review of the need for continuing the local emergency at least once every 60 days until the City Council terminates the local emergency.

SECTION 4. This Resolution shall take effect immediately and shall be published and promulgated in a widespread manner as is reasonably feasible under the conditions prevailing during this local emergency. A copy of this Resolution shall be forwarded to the Los Angeles County Operational Area Coordinator for transmission to California Emergency Management Agency.

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

PASSED, APPROVED AND ADOPTED this 12th day of May 2020.

Gloria Olmos, Mayor

ATTEST:

Rose Juarez, City Clerk

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

I, Rose Juarez, City Clerk of the City of South El Monte, do hereby certify that the foregoing Resolution, being Resolution No. 20-43 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 12th day of May, 2020 and that said Resolution was adopted by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Rose Juarez, City Clerk



City Council Agenda Report

**Agenda
Item No.
11.a.**

DATE: May 12, 2020

TO: Honorable Mayor and Members of the City Council

APPROVED BY: Rachel Barbosa, City Manager

SUBMITTED BY: Dianna Gomez, Executive Assistant

SUBJECT: CORRESPONDENCE FROM THE PARENTS OF SOUTH EL MONTE HIGH SCHOOL GRADUATING CLASS OF 2020 AND MEMBERS OF THE COMMUNITY OF THE CITY OF SOUTH EL MONTE

SUMMARY: South El Monte High School is a 501(c) (3) Non-Profit Institution, the school depends on fundraising and sponsorships to supplement programs in the school and is requesting labor, brackets and some cost for banners.

RECOMMENDATION: Staff recommends the City Council review the request from South El Monte Parents Class of 2020 and South El Monte High School requesting assistance for the Graduating Class of 2020 Banner Program.

FISCAL IMPACT: The City Council approved a limit of \$500 per organization and a limit of 10 organizations in Fiscal Year 2019/2020. To this date six organizations have been sponsored.

DISCUSSION: Due to COVID-19 and Stay at Home orders, South El Monte High School Graduating class of 2020 will not be able to participate in Graduation ceremonies in lieu of graduation the Banner program will be implemented if approved to promote the Graduates.

ATTACHMENTS:

[Request Letter](#)

Dear South El Monte City Council members:

We are submitting this email with the written information needed to see if the city would be able to assist with the labor, brackets and with some of the cost of the banners. The banners will be double sided. We wish to not say all the cost of the banners because we understand the hardship everyone including our city is going through. We appreciate the help if possible, from the city. We also have attached are South El Monte High School principal and staff members to this email, in case any further questions need to be answered. The parents and students are in full support of this idea and appreciate everyone involved. We are simply submitting as representatives on behalf of the parents and the kids and the senior class because we cannot go in person to the City council meetings. Again, we fully thank you for your time and we truly hope the class of 2020 has your full support of whatever the city is possible to assist with.

Sincerely Miss Mesa and Miss Hernandez parents, class of 2020 and members of the community of the city of South El Monte

Avid Promotions
 555 W. Lambert Rd., Suite C
 Brea, CA 92821 US
 949-387-9890
 sales@avidpromotions.com
 www.avidpromotions.com



Estimate 1669

ADDRESS	SHIP TO	DATE	TOTAL
South El Monte High School	South El Monte High School	04/30/2020	\$7,309.13

SHIP VIA

Install

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Item	150	44.50	6,675.00
	BANNERS DOUBLE SIDE			
	18OZ BLACKOUT			

Thank you for your business, we appreciate your trust.

SUBTOTAL 6,675.00
 TAX (9.5%) 634.13

TOTAL \$7,309.13

THANK YOU.

Accepted By

Accepted Date





Alexis Elizarraras

SOUTH EL MONTE HIGH SCHOOL



Marlen Hernandez

SOUTH EL MONTE HIGH SCHOOL

