



SOUTH GATE CITY COUNCIL REGULAR MEETING AGENDA

Tuesday, June 09, 2020 at 6:30 p.m.

TELECONFERENCE

DIAL-IN-NUMBER: 1 (669) 900-6833

MEETING ID: 895 9461 1585#

<https://us02web.zoom.us/j/89594611585>

I. Call To Order/Roll Call With Invocation & Pledge

CALL TO ORDER	Maria Davila, Mayor
INVOCATION	Pastor Bobby Scott, Community of Faith Bible Church
PLEDGE OF ALLEGIANCE	Pastor Bobby Scott, Community of Faith Bible Church
ROLL CALL	Carmen Avalos, City Clerk

II. City Officials

MAYOR Maria Davila	CITY CLERK Carmen Avalos
VICE MAYOR Al Rios	CITY TREASURER Gregory Martinez
COUNCIL MEMBERS Maria del Pilar Avalos Denise Diaz Gil Hurtado	CITY MANAGER Michael Flad CITY ATTORNEY Raul F. Salinas

III. COVID 19 Meeting Procedures

Pursuant to Governor Newsom's Executive Order N-29-20, dated March 17, 2020, members of the South Gate City Council, staff, and the public will

participate in the June 09, 2020 meeting via a teleconference. To avoid exposure to COVID-19 this meeting will be held with City Council Members participating via teleconference by calling Dial-in-Number: 1 (669) 900-6833 and Meeting ID: 895 9461 1585# and

Additionally, you may submit your comments electronically by emailing the City Clerk at cavalos@sogate.org.

Procedure for Participation:

Any person wanting to participate may request to “speak” on an agenda item. Once acknowledged and authorized by the Mayor the person may speak. Alternatively, any person may submit comments on an item electronically by emailing cavalos@sogate.org. Submissions by email must be received 30 minutes prior to the posted start time of the meeting if emailing subject.

Subject line should read: **COMMENTS FOR ITEM _____, MEETING OF June 09, 2020.**

Please note, you will enter the meeting muted, but if you want to comment on an Agenda Item or during the public comment portion of the Agenda, raise your hand or press *9 at the appropriate time indicated by the Mayor. When you are selected to speak, you will hear that you are unmuted, this is the time to make your public comments. Your patience with these changes is appreciated as the City adjusts to new ways of conducting business during the COVID-19 pandemic. Thank you.

Accessibility: Reasonable accommodations for individuals with disabilities will be handled on a case-by-case basis and in accordance with the Americans with Disabilities Act and Governor Newsom’s Executive Order N-29-20. Please call the Office of the City Clerk at 323.563.9510.

IV. Meeting Compensation Disclosure

Pursuant to Government Code Section 54952.3: Disclosure of compensation for meeting attendance by City Council Members is \$650 monthly regardless of the amount of meetings.

V. Proclamations, Certificates, Introductions And Ceremonial Actions

1. City Council Appointments To City Commissions, Committees And Boards

The City Council will consider making appointments to City Commissions, Committees and Boards; the appointments will be ratified by a majority vote of the City Council. (ADMIN)

Documents:

2. Appointment To The Budget Subcommittee

The City Council will consider making an appointment to the Budget Subcommittee. (ADMIN SVCS)

Documents:

[ITEM 2 REPORT 06092020.PDF](#)

VI. Public Hearings

3. Resolution Approving Substantial Amendment No. 2 To The Fiscal Year 2019/20 Action Plan Allocating CDBG-CV Funds To Provide Additional COVID-19 Related Programs And Services

The City Council will consider: (CD)

- a. Adopting a **Resolution** _____ approving Substantial Amendment No. 2 to the Fiscal Year 2019/20 Annual Action Plan allocating Community Development Block Grant Coronavirus (CDBG-CV) funds to provide additional COVID-19 related programs and services in accordance with the U.S. Department of Housing and Urban Development regulations;
- b. Authorizing an amendment of \$241,173 in CDBG-CV to the Fiscal Year 2019/20 Annual Action Plan;
- c. Appropriating \$120,586.50 to Account Number 243-607-43-6663 for Bet Tzedek's Legal Advocacy Program for small businesses and residential tenants;
- d. Appropriating \$120,586.50 to Account Number 243-607-43-6656 for Helpline Youth Counseling, Inc., for the Homeless Prevention and Counseling Services Program;
- e. Amending the Citizens Participation Plan to include the HUD's Waivers under the CARES Act to plan and allocate CDBG and HOME funding to respond to the impacts of the ongoing COVID-19 pandemic; and
- f. Directing staff to return with Subrecipient Agreements for Bet Tzedek and for the Helpline Youth Counseling, Inc., at a future City Council Meeting for formal approval by the City Council.

Documents:

[ITEM 3 REPORT 06092020.PDF](#)

VII. Comments From The Audience

During this time, members of the public and staff may address the City Council regarding any items within the subject matter jurisdiction of the City Council. Comments from the audience will be limited to five (5) minutes per speaker; unless authorized by the Mayor, the time limit may not be extended by utilizing another member's time. There will be no debate or action on items not listed on the agenda unless authorized by law.

Note: The City Council desires to provide all members of the public with the opportunity to address the Council. Nevertheless, obscene language, comments intended to disrupt or interfere with the progress of the meeting or slanderous comments will not be tolerated and may result in ejection and/or may constitute a violation of South Gate Municipal Code Section 1.04.110.

VIII. Reports And Comments From City Officials

During this time, members of the City Council will report on matters pertaining to their service on various intergovernmental boards and commissions as a representative of the City pursuant to Assembly Bill 1234. City Council Members will also have an opportunity to comment on matters not on the agenda.

Following the City Council Members, reports and comments will be heard by the City Clerk, City Treasurer, City Manager and Department Heads.

IX. Consent Calendar Items

Agenda Items **4, 5, 6, 7 and 8** are consent Calendar Items. All items including Ordinances, Resolutions and Contracts, may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the City Council, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

Any Motion to introduce or adopt an Ordinance on the Consent Calendar shall be: (1) a motion to waive the reading of the Ordinance and introduce the Ordinance or (2) a motion to waive the reading of the Ordinance and adopt the Ordinance, as appropriate.

4. Resolution Authorizing Application, Submittal And Receipt Of Local Early Action Planning Grant Funds

The City Council will consider: (CD)

- a. Adopting a **Resolution** _____ authorizing application, submittal and receipt of funding in the amount of \$300,000 from the California Department of Housing and Community Development's Local Early Action Planning Grants Program; and
- b. Authorizing the City Manager to execute and submit the Standard

Agreement for this grant, including amendments, in a form acceptable to the City Attorney.

Documents:

[ITEM 4 REPORT 06092020.PDF](#)

5. Amendment No. 1 To Contract No. 3567 With KOA Corporation For Additional Construction Monitoring Services For The SoCalGas Main Pressure Upgrade Project

The City Council will consider: (PW)

- a. Approving **Amendment No. 1 to Contract No. 3567** with KOA Corporation, for additional construction monitoring services that were provided to complete construction of the Southern California Gas Company (SoCalGas) Main Pressure Upgrade Project, in an amount not-to-exceed \$32,400;
- b. Appropriating \$64,400 in funds received from the SoCalGas and deposited into Revenue Account No. 100-4340 to Account No. 100-701-31-6106 to fund additional construction monitoring services; and
- c. Authorizing the Mayor to execute Amendment No. 1 in a form acceptable to the City Attorney.

Documents:

[ITEM 5 REPORT 06092020.PDF](#)

6. Amendment No. 1 To Contract No. 3568 With Interwest Consulting Group For Additional Construction Monitoring Services For The Citywide Sidewalk Improvement Project And Notice Of Completion

The City Council will consider: (PW)

- a. Approving **Amendment No. 1 to Contract No. 3568** with Interwest Consulting Group, for additional construction monitoring services for the Citywide Sidewalk Improvement Project, Phase VI, City Project No. 599-ST, in the amount of \$7,000;
- b. Authorizing the Mayor to execute Amendment No. 1 to Contract No. 3568 with Interwest Consulting Group in a form acceptable to the City Attorney;
- c. Accepting completion of construction, effective May 15, 2020, of the Citywide Sidewalk Improvement Project Phase VI, City Project No. 599-ST, constructed by CJ Concrete Construction, Inc.; and
- d. Directing the City Clerk to file Notice of Completion with Los

Angeles County Registrar Recorder's Office.

Documents:

[ITEM 6 REPORT 06092020.PDF](#)

7. Renewal Of City's Excess Workers' Compensation Insurance Policy With Safety National Corporation

The City Council will consider: (ADMIN SVCS)

- a. Approving an excess workers' compensation insurance policy with Safety National Corporation, through Alliant Insurance Services, Inc., for a one-year term of July 1, 2020 through July 1, 2021, with the option to renew for a second, one-year term at the same rate;
- b. Authorizing payment, in the amount of \$164,641, to Alliant Insurance Services, Inc., for the policy issued by Safety National Casualty Corporation; and
- c. Authorizing the Mayor to execute the "Request to Bind Coverage" in a form acceptable to the City Attorney.

Documents:

[ITEM 7 REPORT 06092020.PDF](#)

8. Minutes

The City Council will consider: (CLERK)

- a. Approving the Regular and Special Meeting minutes of May 12, 2020; and
- b. Approving the Regular and Special Meeting minutes of May 26, 2010

Documents:

[ITEM 8 REPORT 06092020.PDF](#)

X. Reports, Recommendations And Requests

9. Consideration Of Whether The Retail Sale Of Safe And Sane Fireworks Should Be Allowed In The City This Year Due To COVID-19

The City Council will consider discussing whether the retail of Safe and Sane fireworks will be allowed in the City this year and will select one of the following options: (ADMIN SVCS)

a. Taking no action, thereby allowing the retail sale of Safe and Sane fireworks in the City of South Gate by local non-profit organizations;

OR

b. Adopting a **Resolution** _____ temporarily suspending the issuance of permits for the retail sale of Safe and Sane fireworks in the City.

Documents:

[ITEM 9 REPORT 06092020.PDF](#)

10. Citywide On-Street Parking Management Plan And Priority Took Kit

The City Council will consider approving the Citywide On-Street Parking Management Plan and the Priority Tool Kit. (PW)

Documents:

[ITEM 10 REPORT 06092020.PDF](#)

11. Warrant Register For June 9, 2020

The City Council will consider approving the Warrants for June 9, 2020 (ADMIN SVCS)

Total of Checks:	\$1,620,335.07
Voids	\$ (92.00)
Total of Payroll Deductions:	\$ (304,099.22)
Grand Total:	\$1,316,143.85

Documents:

[ITEM 11 REPORT 06092020.PDF](#)

XI. Adjournment

I, Carmen Avalos, City Clerk, certify that a true and correct copy of the foregoing Meeting Agenda was posted June 04, 2020 at 12:25 p.m. as required by law.

Carmen Avalos, CMC
City Clerk

8650 California Avenue, South Gate, California 90280
(323) 563-9510 * fax (323) 563-5411 * www.cityofsouthgate.org

In compliance with the American with Disabilities Act, if you need special assistance to participate in the City Council Meetings, please contact the Office of the City Clerk.

Notification 48 hours prior to the City Council Meeting will enable the City to make reasonable arrangements to assure accessibility.

RECEIVED

MAY 27 2020

Item No. 1

City of South Gate
CITY COUNCIL

CITY OF SOUTH GATE
OFFICE OF THE CITY MANAGER

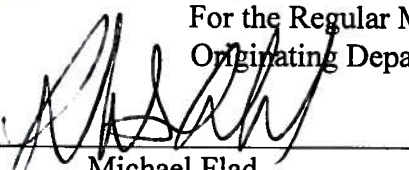
11:10am

AGENDA BILL

For the Regular Meeting of: June 9, 2020

Originating Department: Administration

City Manager: _____


Michael Flad

City Manager: _____


Michael Flad

SUBJECT: APPOINTMENTS TO CITY COMMISSIONS, COMMITTEES AND BOARDS

PURPOSE: This item allows the City Council to make appointments to City Commissions, Committees and Boards.

RECOMMENDED ACTION: The City Council will make appointments to City Commissions, Committees and Boards; the appointments will be ratified by a majority vote of the City Council.

FISCAL IMPACT: None.

ANALYSIS: None.

BACKGROUND: This item was continued from the regularly scheduled City Council Meeting of May 26, 2020, to allow additional time to consider appointments to the Planning Commission, Parks & Recreation Commission, Civil Service Commission and Citizens Advisory Committee. Currently, Council Member Denise Diaz has a vacancy on the Citizens Advisory Committee. All appointments must be ratified by a majority vote of the City Council.

Pursuant to Ordinance No. 2286, adopted on September 27, 2011, the Tweedy Mile Advisory Board members are appointed to staggered, three year terms. There are no current vacancies on the Tweedy Mile Advisory Board.

ATTACHMENTS: Current Commission, Committee and Board Appointment Roster: 05-27-2020

Council Member	Planning Commission \$125/Meeting 1 st & 3 rd Tuesday at 7 pm	Parks & Recreation Commission \$75/Meeting 2 nd Thursday at 7 pm	Civil Service Commission \$100/Meeting As required	Citizens Advisory Committee \$25/Meeting Meets as needed
Maria del Pilar Avalos 2739 Glenwood Place Cell: (562) 719-1337 Elected: 03-03-2020 End of Term: March 2024	Jenny Perez 10319 Bowman Avenue Cell: (323) 443-4033 jennypbruin@gmail.com Appointed: 05-12-2020	Melissa Alvarado 10316 Hunt Avenue Cell: (323) 997-1539 mumeli@yahoo.com Appointed: 05-12-2020	Christina Montalvo 9815 Virginia Avenue Cell: (323) 946-3503 Cmontalvo4sg@gmail.com Appointed: 05-12-2020	Brigida Salinas 10308 San Anselmo Avenue Cell: (323) 627-3764 Brigida.m.salinas@gmail.com Appointed: 05-12-2020 Janet Cazares 8437 San Luis Avenue Cell: (323) 376-0102 jcazares6@yahoo.com Appointed: 05-12-2020
Denise Diaz 10365 Virginia Avenue Cell: (323) 667-7688 Elected: 03-07-2017 End of Term: March 2021	Diego Sepulveda 10316 Hunt Avenue Cell: (323) 385-5530 sepulvedamba@gmail.com Appointed: 05-12-2020	John Robert Montalvo 9815 Virginia Avenue Cell: (323) 392-8135 Johnmontalvo90280@yahoo.com Appointed: 04-09-2019	Irene Jensen Appointed: 04-25-2017	Jacquelyn Saucedo 8919 McNeerney Ave., Apr. #2 Cell: (323) 715-8329 Saucedod@usc.edu Appointed: 05-12-2020 VACANT
Maria Davila 10035 San Luis Avenue Cell: (323) 243-9947 Elected: 01-28-2003 End of Term: March 2024	Jose Delgado 3925 Tenaya Avenue Cell: (323) 702-1519 josegdelgado@hotmail.com Appointed: 01-10-2017	Jennifer Cypert 4718 Tweedy Boulevard Cell: (323) 829-0663 jsc001@msn.com Appointed: 02-10-2003	William John Currie (Bill) Appointed: 01-27-2015	Virginia Johnson 5751 McKinley Avenue Home: (562) 531-3700 Cell: (562) 761-3111 thepalm22@yahoo.com Appointed: 02-22-2005 Anthony Zepeda 5218 McCallum Avenue Cell: (323) 405-2006 anthonyzpeda10@yahoo.com Appointed: 05-27-2014
Al Rios 10408 Orange Avenue Cell: (323) 974-3540 Elected: 03-07-2017 End of Term: March 2021	Fabiola Inzunza 9542 Bowman Avenue Cell: (323) 743-3229 Fabiola.inzunza@gmail.com Appointed: 11-26-2019	Joshua Barron 8819 Beaudine Avenue Cell: (323) 791-5126 joshb90280@yahoo.com Appointed: 04-25-2017	Juan Carlos Mendez Appointed: 04-25-2017	Juliano A. Jarquin 10606 McNeerney Avenue (714) 345-3451 julianojarquin@gmail.com Appointed: 05-09-2017 Benigno Nunez 8420 San Carlos Avenue (323) 434-8304 Nunezbenny79@yahoo.com Appointed: 05-09-2017
Gil Hurtado 10001 W. Frontage Road, Space 215 Cell: (323) 893-5728 Elected: 03-03-2020 End of Term: March 2024	Jose De La Paz 10508 San Antonio Avenue Cell: (310) 467-0702 teamup@josedelapaz.com Appointed: 05-12-2020	Alan D. Flores, II 5255 Almira Road Cell: (213) 280-2672 LaxxxII@yahoo.com Appointed: 05-12-2020	Robbie C. Hicklin Appointed: 04-28-2015	Norma Mendoza 8691 San Gabriel Avenue Cell: (562) 277-2992 Appointed: 05-12-2020 Norma.mendoza9@gmail.com Jimmy Torres 11610 Oklahoma Avenue cell: (323) 742-0154 Jtorres1393@gmail.com Appointed: 07-14-2015

Council Member	Tweedy Mile Advisory Board 1 st Monday at 5 pm				
Maria del Pilar Avalos 2739 Glenwood Place Cell: (562) 719-1337 Elected: 03-03-2020 End of Term: March 2024	Maribel Chaidez 5225 Katella Road Cell: (323) 896-9595 maribreno@gmail.com Appointed: 09-11-2018 Term expires: 01-31-2022				
Denise Diaz 10365 Virginia Avenue Cell: (323) 667-7688 Elected: 03-07-2017 End of Term: March 2021	Joshua Barron 8819 Beaudine Avenue Cell: (323) 791-5126 Joshb90280@yahoo.com Appointed on 10-09-2018 by Al Rios for Denise Diaz Term expires: 01-31-2022				
Maria Davila 10035 San Luis Avenue Cell: (323) 243-9947 Elected: 01-28-2003 End of Term: March 2024	Minerva Rodriguez 2648 Indiana Avenue Cell: (213) 448-2890 mini4taxes@yahoo.com Appointed: 09-11-2018 Term expires: 01-31-2021				
Al Rios 10408 Orange Avenue Cell: (323) 974-3540 Elected: 03-07-2017 End of Term: March 2021	Victor Zamudio 2710 Illinois Avenue Cell: (404) 825-1858 vmz.amudio@hotmail.com Appointed: 05-26-2020 Term expires 01-31-2021				
Gil Hurtado 10001 W. Frontage Road, Space 215 Cell: (323) 893-5728 Elected: 03-03-2020 End of Term: March 2024	Sylvia Masushige 8416 Beechwood Avenue Cell: (562) 755-6159 grandmasy101@hotmail.com Appointed: 05-12-2020 Term expires: 01-31-2023				

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City of South Gate
CITY COUNCIL

Item No. 2

MAY 21 2020

CITY OF SOUTH GATE
OFFICE OF THE CITY MANAGER

AGENDA BILL

For the Regular Meeting of: June 9, 2020
Originating Department: Administrative Services

Department Director: Jackie Acosta
Jackie Acosta

City Manager: Michael Flad
Michael Flad

SUBJECT: APPOINTMENT TO THE BUDGET SUBCOMMITTEE

PURPOSE: To make an appointment to the Budget Subcommittee.

RECOMMENDED ACTION: The City Council will make an appointment to the Budget Subcommittee.

FISCAL IMPACT: None

ANALYSIS: The Budget Subcommittee currently has a vacancy since former Mayor Bernal was not re-elected and she had been of the two Council Members appointed to the Budget Subcommittee.

BACKGROUND: The Budget Subcommittee was created on September 25, 2018. At that time, the City Council appointed then Mayor Belén Bernal, current Vice Mayor Al Rios and City Treasurer Greg Martinez to the Budget Subcommittee. As former Mayor Bernal was not re-elected, there is one vacancy on the Budget Subcommittee. Although the Budget Subcommittee has not met recently, its normal schedule is to meet on the third Tuesday of each month at 5:00 p.m. in the Council Chambers.

The Budget Subcommittee is a standing committee which is subject to the Ralph M. Brown Act (CA Government Code Section 54950 et seq.) and requires the meetings to be open to the public and publicly noticed just as City Council meetings are. The scope of work for the Budget Subcommittee is to discuss issues such as: the budget, City revenues and expenditures, unfunded liabilities, audits, restricted funds, the water fund, 5-year financial planning, etc.

ATTACHMENTS: Agenda Bill dated September 25, 2018 establishing the Budget Subcommittee

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City of South Gate

Item No. 11

CITY COUNCIL

SEP 18 2018

CITY OF SOUTH GATE
OFFICE OF THE CITY MANAGER

5:45pm

AGENDA BILL

For the Regular Meeting of: September 25, 2018
Originating Department: Administrative Services

Department Director:

Jackie Acosta
Jackie Acosta

City Manager:

Michael Flad
Michael Flad

SUBJECT: ESTABLISHMENT OF A BUDGET SUBCOMMITTEE

PURPOSE: To establish a Budget Subcommittee, make appointments to the subcommittee, and set a meeting schedule for the subcommittee.

RECOMMENDED ACTIONS:

- a. Establish a Budget Subcommittee
- b. Make appointments to the Budget Subcommittee
- c. Set a meeting schedule for the Budget Subcommittee

FISCAL IMPACT: There is no fiscal impact associated with establishing a Budget Subcommittee, other than the staff time incurred staffing this subcommittee and any ancillary supplies that might be used related to the subcommittee.

ANALYSIS: It is not uncommon for cities to have a subcommittee of the City Council that focuses on fiscal sustainability and related financial issues.

BACKGROUND: Two members of the City Council have expressed interest in establishing a Budget Subcommittee. It is recommended that the Budget Subcommittee be made up of two City Council Members, the City Treasurer and the City's Director of Administrative Services. It is also recommended that the subcommittee meet on a regular basis. This would make the subcommittee a standing committee which would be subject to the Ralph M. Brown Act (CA Government Code Section 54950 et seq.) requiring the meetings to be open to the public and publicly noticed just as City Council meetings are. The scope of work that is envisioned for the subcommittee is to discuss issues such as: the budget, City revenues and expenditures, unfunded liabilities, audits, restricted funds, the water fund, 5-year financial planning, etc.

ATTACHMENT: None

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Item No. 3

JUN 8 2020

CITY OF SOUTH GATE
OFFICE OF THE CITY MANAGER

7:45 AM

City of South Gate
CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: June 9, 2020

Originating Department: Community Development

Department Director: Joe Perez
Joe Perez

City Manager: Michael Flad
Michael Flad

SUBJECT: RESOLUTION APPROVING SUBSTANTIAL AMENDMENT NO. 2 TO THE FISCAL YEAR 2019-2020 ANNUAL ACTION PLAN IN ACCORDANCE WITH THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) REGULATIONS

PURPOSE: To consider amending the Fiscal Year (FY) 2019/20 Annual Action Plan by programming \$241,173 in Community Development Block Grant Coronavirus (CDBG-CV) funds to provide additional COVID-19 related programs and services. Funds will be use to provide free legal advocacy services for small businesses and residential tenants, and rental and utility payment assistance for residential tenants.

RECOMMENDED ACTIONS: Following the conclusion of the public hearing:

- a. Adopt Resolution approving Substantial Amendment No. 2 to the Fiscal Year 2019/20 Annual Action Plan allocating Community Development Block Grant Coronavirus (CDBG-CV) funds to provide additional COVID-19 related programs and services in accordance with the U.S. Department of Housing and Urban Development regulations;
- b. Authorize an amendment of \$241,173 in CDBG-CV to the Fiscal Year 2019/20 Annual Action Plan;
- c. Appropriate \$120,586.50 to Account Number 243-607-43-6663 for Bet Tzedek's Legal Advocacy Program for small businesses and residential tenants;
- d. Appropriate \$120,586.50 to Account Number 243-607-43-6656 for Helpline Youth Counseling, Inc., for the Homeless Prevention and Counseling Services Program;
- e. Amend the Citizens Participation Plan to include the HUD's Waivers under the CARES Act to plan and allocate CDBG and HOME funding to respond to the impacts of the ongoing COVID-19 pandemic; and
- f. Direct staff to return with Subrecipient Agreements for Bet Tzedek and for the Helpline Youth Counseling, Inc., at a future City Council Meeting for formal approval by the City Council.

FISCAL IMPACT: There will be no impact to the General Fund as a result of this Substantial Amendment No. 2. The enacted Coronavirus Aid Relief and Economic Security (CARES) Act made available \$5 billion in Community Development Block Grant Coronavirus (CDBG-CV) funds. Of this amount, the U.S. Department of Housing and Urban Development (HUD) has immediately allocated \$2 billion based on the FY 2019/20 CDBG formula. The City's allocation from this initial round of CDBG-CV funding was \$874,841. At the April 28, 2020 City Council

meeting, the City Council authorized funds to be added to the FY 2019/20 budget and amended the FY 2019/20 Annual Action Plan to add the \$874,841 in CDBG-CV funds. The City Council programmed \$633,668 out of the \$874,841 funds for urgent COVID-19 related activities leaving a balance of \$241,173 of un-programmed CDBG-CV funds.

NOTICING REQUIREMENT: Advertising and notification of the Public Hearing was conducted in compliance with Municipal Code Section 11.50.020 (Public Hearing Notification) and was published in the Long Beach Press Telegram newspaper on May 30, 2020. The CARES Act adds additional flexibility to reduce the required public comment period from 30 days to not less than five (5) days. The noticing conducted by the City complies with these requirements.

ANALYSIS: The City as an entitlement city, receives Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Program funds on an annual basis from the U.S. Department of Housing and Urban Development (HUD) to carry out a wide range of community development activities, which benefit low-income residents. As a condition of the receipt of federal grants by HUD, the regulations require the annual submittal of a One-Year Action Plan outlining proposed activities and projects.

Recently, HUD enabled additional CDBG economic support as part of the CARES Act. The objectives of the CDBG program is to enable activities that respond to the economic effects of the ongoing Coronavirus Disease 2019 (COVID-19) pandemic, allowing grantees to reprogram existing or future CDBG funds as part of long-term social welfare and economic development recovery efforts. Given the immediate needs faced by communities, HUD has announced the first allocation of funds. The City was eligible to receive \$874,841 in CDBG-CV funds, and is able to program these funds for social services and economic development efforts.

These type of projects are usually approved by the City's Citizen's Advisory Committee (CAC) before they are approved by the City Council. Due to the need to approve the additional CDBG-CV funds and implement urgently needed services in response to COVID-19, this item is being presented directly to the City Council. Staff will inform the CAC of any City Council actions regarding CDBG-CV funding and will work with the CAC on future use of CDBG funds.

Substantial Amendment to 2019/20 Annual Action Plan

In order for these special funds to be used expeditiously, cities are required to amend their 2019/20 Consolidated Plan/Annual Action Plans. In accordance with the City's Citizen Participation Plan, when a substantial change (i.e., adding an activity, canceling an activity or redirecting funds) is proposed to an adopted City Annual Action Plan, HUD requires that the public be notified, and a public hearing be held to allow the public an opportunity to comment on the proposed substantial changes. The CARES Act adds additional flexibility. For example, the public comment period is reduced from 30 days to not less than five (5) days; grantees may use virtual public hearings when necessary for public health reasons; and the public services cap, which was limited to 15% of your overall allocation, is suspended during the emergency. A public notice (Attachment B) was published on May 30, 2020, announcing the proposed amendments to the FY 2019/20 Annual Action Plan in the Long Beach Press Telegram newspaper.

As of the writing of this report, no comments have been received. Any comments received after the publication of this report will be delivered to the City Council and made available to the City Council and the public at the Public Hearing on June 9, 2020.

Approved Amendment No. 1 – CDBG and CDBG-CV Funds

The City Council conducted a public hearing on April 28, 2020 and adopted Resolution No. 2020-13-CC approving Substantial Amendment No. 1 to the Fiscal Year 2019/20 Annual Action Plan. The City Council also appropriated \$874,841 in newly released Community Development Block Grant Coronavirus (CDBG-CV) funds to address major areas of need resulting from COVID-19. The City Council programmed \$633,668 of the \$874,841 in CDBG-CV funds, and reprogrammed \$375,000 of the un-programmed FY 2019/20 CDBG funds towards programs to address impacts from the pandemic. Provided below are the programs and activities funded at the April 28, 2020 City Council meeting:

- **COVID-19 Drive through Assessment and Testing:** The City Council approved \$62,500 in CDBG-CV funds to fund this program through Altamed. The program provides free access to COVID-19 testing and assessment to South Gate residents.
- **Senior Food Distribution:** The City Council approved \$261,200 in CDBG-CV funds to fund this program. The Senior Food Distribution Program assists seniors and low income South Gate residents by providing them with emergency food and nutrition assistance.
- **Homeless Services:** The City Council approved \$45,000 in CDBG-CV funds to fund this program through the Salvation Army Bell Shelter. The program offers temporary housing and supportive services to individuals experiencing homelessness.
- **Family Violence and Prevention:** The City Council approved \$20,000 in CDBG-CV funds to fund this program that provides those impacted by family violence with counseling, support groups, referrals community resources, and assistance with placement into shelters if necessary.
- **Homelessness Prevention and Counseling Services:** The City Council approved \$45,000 in CDBG-CV funds to fund this program through the Helpline Youth Counseling, Inc. The program offers counseling services, including mental health resources, rental payments, security and utility deposits, case management, housing search and placement services, mediation, and credit repair services.
- **Small Business Job Retention and Creation:** The City Council approved \$200,000 in CDBG funds to fund this program that will offer one-time \$10,000 grants to assist approximately 20 small businesses retain employees and continue to provide quality services to the community.
- **Workforce Development:** The City Council approved \$175,000 in CDBG funds to fund this program through HUB Cities and will assist job seekers in obtaining employment and strengthening their skill set.

Proposed Amendment No. 2: CDBG-CV Funds

The City Council will conduct a public hearing this evening to consider appropriating the remaining \$241,173 in CDBG-CV funds to address additional needs resulting from the current ongoing COVID-19 pandemic. The types of programs being funded at this and previous City Council meetings are intended to meet the following significant areas of need:

- Physical Health
- Mental Health
- Homeless Prevention and Care
- Senior Care
- Business Retention
- Job Retention
- Workforce Development
- Public Cleanliness and Protection
- Residential Stability
- Food Insecurity
- Legal Assistance for businesses and residents tenants
- Additional Rental and Utility Assistance

The programs to be funded at this City Council meeting are intended to meet two significant areas of need: (1) Legal assistance for residential and commercial tenants; and, (2) rental and utility assistance for residential tenants. Provided below is a description of the proposed activities to be funded at this time:

- **Legal Advocacy Program - Bet Tzedek (\$120,586.50):** Since March of 2020, the COVID-19 health pandemic has caused economic devastation nationwide. Small Businesses are struggling financially to remain open and maintain their workforce. For many small businesses, surviving the pandemic requires access to legal representation to understand accessing stimulus funding, loan forgiveness, rent moratoria, and various other issues. Similarly, as California and its small businesses start to reopen, these businesses face complex legal issues related to re-payment of rent, health and safety regulations, and insurance and employment law issues, to name just a few examples. Residential tenants are also facing difficult circumstances. There is significant concern that high unemployment, coupled with the long-standing housing crisis, will cause a wave of evictions once eviction moratoria are lifted. Predictive models suggest that every 1% increase in the Los Angeles County unemployment rate is associated with an additional 2,585 annual eviction filings. The official adjusted unemployment rate for Los Angeles County as of March 2020 is a staggering 19.6 percent. To ensure that tenants who face eviction proceedings can fully avail themselves of their rights and have a chance of avoiding eviction, increased legal resources are needed.

This legal advocacy program will be operated by Bet Tzedek, a Los Angeles non-profit human and poverty rights organization, internationally recognized for its work in providing legal services to low-income residents of Los Angeles County. Bet Tzedek will provide services for both South Gate small businesses and residents with legal assistance. The City will utilize CDBG-CV funds in the amount of \$120,586.50 to fund this program. The City has worked with Bet Tzedek in the past to host a free legal academy for South Gate small businesses and continues to refer businesses to them. This will be the first time bet Tzedek receives CDBG funding from the City of South Gate, but they have received CDBG funding in the past from other cities and are familiar with the CDBG/HUD requirements. Due to the COVID-19 pandemic, Bet Tzedek is currently operating virtually and through telephone conferences but are willing to come to South Gate to meet with residents in

person, once LA County Department of Public Health allows for in person meetings. Below is a description of some of the services they will provide to South Gate small businesses and residential tenants.

- *Outreach and Education:* Bet Tzedek will host workshops for South Gate businesses and residential tenants that will cover small business basics, entity formation, contract basics, insurance, employment law basics, commercial and residential rent moratoria, workplace safety, PPP loan assistance, and housing rights and protections. Bet Tzedek will provide at least one workshop per month to small businesses and entrepreneurs located in the City via webinar, and one live educational webinar for residential tenants.
- *Pro Bono Legal Representation:* To help small business owners and residential tenants address the legal issues they face, Bet Tzedek would provide South Gate small business owners and residential tenants with free pro bono work.
- *Residential Tenant Protection:* Bet Tzedek will also assist South Gate tenants with legal assistance to assist them with eviction notices. The program will provide representation to tenants in the City who have unlawful detainer cases filed against them and who seek services at least three-days prior to their scheduled trial appearance. This representation would be provided through judgment, settlement or case dismissal. Post-judgment services or representation will be available at the discretion of Bet Tzedek.
- **Rental and Utility Payment Assistance - Helpline Youth Counseling, Inc., (\$120,586.50):** Additional funding will enable Helpline Youth Counseling, Inc., to assist low and moderate income South Gate residents to maintain housing stability and avoid homelessness. The program will offer resources to individuals of all ages, not just youth. Services include rental payments, security and utility deposits, case management, and intake and assessment needs. Housing search and placement services, mediation and credit repair will also be provided. It should be noted that this program addresses the serious concern of food insecurity by paying for rent and, thereby, freeing up other household income for residents to purchase needed food. The rental payments also help sustain landlords, many of whom rely upon rental income to make mortgage payments on rental properties but are temporarily unable to collect rent due to eviction moratoriums.

Helpline Youth Counseling, Inc., is currently receiving \$22,500 in CDBG funding for FY 2019/20 and \$45,000 in CDBG-CV funds. It is recommended that an additional \$120,586.50 in CDBG-CV funds be provided to prevent residents impacted by COVID-19 from becoming homeless by assisting them with rental and utility payments. Additional CDBG funds will be used to assist low and moderate income households to sustain and maintain housing, and to prevent families and individuals from becoming homeless.

The following table summarizes the proposed programming of funds included in this Amendment No. 2 to the Annual Action Plan:

CDBG- CV Funds Available	
CDBG-CARES (CV) Allocation	\$874,841
Funds Previously Allocated	(\$633,668)
Total CDBG- CV Funds Available	\$241,173
Helpline Youth Counseling, Inc.- Rental and Utility Payment Assistance	\$120,586.50
Bet Tzedek- Legal Services	\$120,586.50
Total	\$241,173
Balance	\$0

Upon approval of the allocation of funds, staff will work with HUD to execute the necessary agreements to program the funding.

Amendment to the Citizens Participation Plan

In order to ensure the City remains in compliance with HUD guidelines, the City is required by HUD to amend the City's Citizen Participation Plan to include HUD's Waivers under the CARES Act. This Plan is used as a roadmap to guide citizenship participation during the City's CDBG allocation process. It provides residents in the community an opportunity to participate in the planning, implementation, and assessment of the programs and projects. The City will utilize a streamlined substantial amendment process to plan and allocate CDBG and HOME funding to respond to the impacts of the COVID-19 pandemic. Changes to the Citizen's Participation Plan will include:

- **Reasonable Noticing:** The City will publish a legal notice in a newspaper of general circulation and on the City website at least ten (10) days prior to the availability of substantial amendment documents for public review and the conducting of a public hearing.
- **Public Review Comment:** A five-day public comment period will be provided. Citizens can submit email comments in advance of the public hearing to the attention of the City Clerk.
- **Public Hearing:** A telephonic public hearing will be considered adequate. Citizens can submit verbal comments to the City Council at the time of the telephonic public hearing.

BACKGROUND: The CARES Act made available \$5 billion in Community Development Block Grant Coronavirus (CDBG-CV) funds. Of this amount, HUD is immediately allocating \$2 billion based on the FY 2019/20 CDBG formula. The remaining \$3 billion will be allocated based on needs using best available data, in the following steps: \$1 billion will be allocated to states and insular areas within 45 days of enactment of the Cares Act, and \$2 billion shall be distributed to states and local governments at the discretion of the Secretary. Up to \$10 million will be set aside for technical assistance. These special CDBG-CV funds are to be used to prevent, prepare for, and respond to COVID-19.

- ATTACHMENTS:**
- A. Proposed Resolution Approving Substantial Agreement No. 2
 - B. Public Hearing Notice
 - C. FY 2019/20 Action Plan

RESOLUTION NO. _____

**CITY OF SOUTH GATE
LOS ANGELES COUNTY, CALIFORNIA**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH GATE,
CALIFORNIA, APPROVING SUBSTANTIAL AMENDMENT NO. 2
TO THE FISCAL YEAR 2019-2020 ANNUAL ACTION PLAN
ALLOCATING COMMUNITY DEVELOPMENT BLOCK GRANT
CORONAVIRUS (CDBG-CV) FUNDS TO PROVIDE ADDITIONAL
COVID-19 RELATED PROGRAMS AND SERVICES IN
ACCORDANCE WITH THE U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT REGULATIONS**

WHEREAS, the U.S. Department of Housing and Urban Development (“HUD”) requires all jurisdictions that receive federal entitlement funds to prepare an Annual Action Plan that identifies the projects to be funded with Community Development Block Grant (“CDBG”) and HOME Investment Partnerships (“HOME”);

WHEREAS, the City of South Gate (“City”) prepared and adopted a Five-Year Consolidated Plan for the City covering the period July 1, 2015 to June 30, 2020;

WHEREAS, the purpose of the Consolidated Plan and the Annual Action Plan is to identify housing and community development needs and to develop specific goals and objectives to address those needs over a five-year period and is a requirement of the U.S. Department of Housing and Urban Development that the City must meet in order for the City to continue to receive federal housing and community development funds;

WHEREAS, on May 28, 2019, the City Council approved the 2019-2020 Annual Action Plan for expenditure of the entitlement grants from HUD, including the CDBG program. The approved Annual Action Plan was subsequently submitted to HUD in May, 2019 and approved on September 5, 2019;

WHEREAS, HUD enabled additional CDBG economic support known as the Coronavirus Aid, Relief and Economic Security Act (“CARES Act”), allowing grantees to reprogram existing or future CDBG funds as part of long-term social welfare and economic development recovery efforts;

WHEREAS, the objectives of the supplemental CDBG funding is to enable activities that prevent, prepare for, and respond to the economic effects of the ongoing Coronavirus Disease 2019 (“COVID-19”) pandemic (“CDBG-CV”);

WHEREAS, on April 28, 2020, the City Council appropriated \$874,841 in CDBG-CV funds and programmed \$633,668 out of the \$874,841 funds for urgent COVID-19 related activities leaving a balance of \$241,173 of un-programmed CDBG-CV funds;

WHEREAS, the City Council has determined that the 2019-2020 Annual Action Plan needs to be amended in accordance with HUD regulations through a Substantial Amendment, to indicate the increase allocated to a category of funding, and to reflect the changing needs of the community;

WHEREAS, the CARES Act adds additional flexibility to reduce the required public comment period from 30 days to not less than five (5) days. Grantees may use virtual public hearings when necessary for public health reasons and the public services cap is suspended during the emergency;

WHEREAS, the City Council authorizes an amendment to the Citizens Participation Plan to include the HUD's Waivers under the CARES Act to plan and allocate CDBG and HOME funding to respond to the impacts of the COVID-19 pandemic;

WHEREAS, City staff published a public hearing notice announcing the proposed amendments to the Fiscal Year (FY) 2019/20 CDBG allocations in the May 30, 2020 edition of the Long Beach Press Telegram newspaper which five (5) day public review and comment period ends on June 9, 2020; and

WHEREAS, the proposed changes to the FY 2019/20 Annual Action Plan for the CDBG Program proposes to allocate \$241,173 of the \$874,841 CDBG-CV towards a Legal Advocacy Program with Bet Tzedek (\$120,586.50) for small businesses and residential tenants, and a Homeless Prevention and Counseling Services Program with Helpline Youth Counseling, Inc., (\$120,586.50).

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

SECTION 1. The City Council does hereby declare that the above recitals are true and correct and are incorporated herein by reference.

SECTION 2. The City Council does hereby adopt Substantial Amendment No. 2 to the 2019-2020 Annual Action Plan as follows by allocating \$120,586.50 for the Legal Advocacy Program with Bet Tzedek for small businesses and residential tenants, and \$120,586.50 for the Homeless Prevention and Counseling Services Program with Helpline Youth Counseling, Inc.

SECTION 3. The City Manager and/or his designee is hereby authorized to make all conforming modifications and edits, and to execute all implementing documents required by HUD to receive and reallocate funding identified under the approved Substantial Amendment No. 2 to the 2019-2020 Annual Action Plan.

[Remainder of page left blank intentionally.]

SECTION 4. The City Council does hereby adopt an amendment to the Citizens Participation Plan to include the HUD's Waivers under the CARES Act to plan and allocate CDBG and HOME funding to respond to the impacts of the COVID-19 pandemic.

SECTION 5. The City Manager and/or his designee is hereby directed to file a copy of said Substantial Amendment to HUD.

SECTION 6. City Staff is hereby directed to return with Subrecipient Agreements with Bet Tzedek for the Legal Advocacy Program for small businesses and residential tenants, and with Helpline Youth Counseling, Inc., for the Homeless Prevention and Counseling Services Program, at a future City Council Meeting for formal City Council approval.

SECTION 7. The City Clerk shall certify to the adoption of this Resolution which shall be effective upon its adoption.

PASSED, APPROVED, and ADOPTED on this 9th day of June 2020.


CITY OF SOUTH GATE:

By: _____
Maria Davila, Mayor

ATTEST:

By: _____
Carmen Avalos, City Clerk
(SEAL)

APPROVED AS TO FORM:

By:  _____
Raul F. Salinas, City Attorney

**PUBLIC NOTICE
CITY OF SOUTH GATE
CITY COUNCIL**

NOTICE OF PUBLIC HEARING

Hearing Date: Tuesday, June 9th, 2020
Time: 6:30 p.m. or as soon thereafter as the matter may be heard
Place: Members of the public wishing to observe the meeting may join through a Call-In Conference. For the updated Dial-In Number and Conference Code for the June 9th City Council meeting please visit the **City's website at www.cityofsouthgate.org/AgendaCenter**

Description: Consider a substantial amendment to the 2019-2020 Annual Action Plan and the Citizens Participation Plan for Community Development Block Grant Programs. The 2019-2020 Annual Action Plan, which sets forth specific activities and expenditures using funds received through the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME) programs administered by the United States Department of Housing and Urban Development (HUD), was adopted by the City Council on May 28, 2019. When a substantial change (i.e. adding an activity, canceling an activity or redirecting funds) is proposed to the City Action Plan, the City requires that the public be notified and a Public Hearing be held to allow the public an opportunity to comment on the proposed substantial changes.

Proposed Amendment to the FY 19 Action Plan: CDBG and CDBG-CARES (CDBG-CV) Program:

The City is proposing to program funds under the CARES (CDBG-CV) program. The City Council will conduct a public hearing to consider the modification in activity funding levels for programs. The following programs may be added, increased, reduced, or eliminated:

CDBG- CV Funds Available	
CDBG-CARES (CV) Allocation	\$874,841.00
Total CDBG- CV Funds Available	\$241,173.00
Helpline Youth Counseling- Rental and Utility Payment Assistance	\$120,586.50
Bet Tzedek- Legal Services	\$120,586.50
Total	\$241,173.00
Balance	0

Proposed Amendment to the Citizen Participation Plan (CPP):

As provided by HUD's Waivers under the CARES Act, the City will utilize a streamlined substantial amendment process to plan and allocate CDBG and HOME funding to respond to the impacts of the COVID-19 pandemic;

- **Reasonable Noticing:** The City will publish a legal notice in a newspaper of general circulation and on the City website at least ten (10) days prior to the availability of substantial amendment documents for public review and the conducting of a public hearing.

- **Public Review Comment:** A five-day public comment period will be provided. Citizens can submit email comments in advance of the public hearing to the attention of the City Clerk.
- **Public Hearing:** A telephonic public hearing will be considered adequate. Citizens can submit verbal comments to the City Council at the time of the telephonic public hearing.

Availability of Document for Public Comment: The City of South Gate encourages citizen participation in the planning process. A Public Hearing regarding this proposed Substantial Amendment to the 2019-20 One Year Action Plan and the Citizens Participation Plan will be held on June 9, 2020, 6:30 p.m. via the City's Call-in Conference.

A copy of the Plan is on file and available for public review at the City of South Gate Community Development Department webpage:

- <https://www.cityofsouthgate.org/180/Community-Development-Block-Grant-CDBG-P>

Invitation to be heard: All interested persons are invited to the Public Hearing to be heard. In addition, written comments may be submitted to the City Council prior to the hearing. Comments may be submitted in writing by mailing comments to City of South Gate, Community Development Department, Attn: Dianne Guevara, Management Analyst, 8650 California Avenue, South Gate, CA 90280, via email at dguevara@sogate.org or by calling in during the meeting.

Those desiring a copy of the staff report or further information related to this project should contact

Contact: Dianne Guevara, Management Analyst
Phone: 323-563-9535
E-mail: dguevara@sogate.org

Mailing Address: Community Development Department
City of South Gate
8650 California Avenue
South Gate, CA 90280-3075

Accessibility: It is the intention of the City of South Gate to comply with the Americans with Disabilities Act (ADA) in all respects. The City of South Gate will attempt to accommodate attendees in every reasonable manner. Please contact at least 72 hours prior to the above scheduled public hearing to establish need and to determine if additional accommodation is feasible.

ESPAÑOL

Información en Español acerca de esta junta puede ser obtenida llamando al 323-563-9535

Dated: May 28, 2020

Published: May 30, 2020

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of South Gate's 2019-2020 Action Plan for funding and program activities is based on priorities established by the City's Five-Year Consolidated Plan. The 2019-2020 Action Plan is the fifth year of the five-year strategy for 2015 through 2019. The Five-Year Consolidated Plan combines two Federal Department of Housing and Urban Development (HUD) Programs: Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME).

The City's Community Development Department, Housing Division, coordinates, manages plans, submits and implements the process. The Division continues to be involved in activities which enhance the coordination among public and non-profit, private housing providers, and health and service agencies.

The 2019-2020 Action Plan serves as the City's blueprint for providing decent affordable housing to lower-income households, providing suitable living environments, expanding economic opportunities, and expanding the capacity of nonprofit housing providers to the citizens of South Gate. This strategic plan sets forth goals, objectives, and performance benchmarks for measuring and establishing a framework for progress. The City will receive \$1,463,262 in PY 2019-2020 CDBG funds and is allocating \$100,000 in CDBG carryover funds from prior years. CDBG carryover funds will be assigned to a CDBG eligible activity for FY 2019-2020. The City is receiving \$602,315 in HOME funds for PY 2019-2020.

The proposed plan includes the following initiatives under CDBG funding: Community Service Programs (i.e. supporting Youths, homeless, etc.); General Administration, Program Delivery, Minor Home Improvement Program, Code Enforcement, Public Improvements, Commercial Façade Program, and Fair Housing. The funds serve extremely-low to moderate-income residents.

HOME funded activities include: General Administration, Owner-occupied Rehabilitation Loan and Grant program, and non-profit housing developments known as Community Housing Development Organization's (CHDOs). The populations served are low-to moderate-income.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The CDBG and HOME funds will be used to meet the goals and objectives established in this Consolidated Plan. The goals and objectives have been developed in consultation with citizens, service agencies, other funding partners, and businesses to provide decent housing, a suitable living environment and economic opportunities for low-to moderate-income households.

The City will pursue these goals and objectives by working with the non-profit community, neighborhood groups, associated businesses, stakeholders, labor union representatives, other local government entities, residents and partners. The City will also work closely with other City departments to jointly plan, implement and evaluate the program's core activities.

The City of South Gate will strive to meet the following goals and objectives between 2015 and 2019. These goals are based on assumptions as to future funding levels for the Consolidated Plan programs. Because these funding sources are subject to annual Congressional appropriations as well as potential changes in funding distribution formulas or the number of communities eligible to receive entitlement grants, the accomplishment projections and planned activities are subject to change with availability of funding.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City of South Gate continually strives to improve the performance of its operations and those of its funded agencies. The City prepares the Consolidated Annual Performance Evaluation and Report (CAPER) annually, which documents progress toward meeting needs and achieving strategies established in the Consolidated Plan and the Annual Action Plan. Through the monitoring of performance measures and sub-recipients, staff is able to identify operational improvements, resource allocation issues, and policy questions to be addressed in the upcoming year. Overall, the City of South Gate and its partners have been successful in implementing its public services, public improvements projects and housing projects established in the previous Annual Action Plan and the City foresees continued progress through the new Action Plan. Over the past year, the City's CDBG funds were used exclusively for meeting the three goals of providing decent housing; suitable living environment; and expanded economic opportunities to very low to moderate-income in South Gate. For a more detailed summary of the City's evaluation of past performance, previous Consolidated Annual Performance and Evaluation Reports (CAPER's) can be requested through the Housing Division.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Community outreach is an important component of the Action Plan process. To foster community participation, the City developed a Citizen Participation Plan, which establishes policies and procedures for the establishment of the Consolidated Plan, its Annual Action Plans, its Consolidated Annual Performance and Evaluation Reports (CAPER), and for any substantial amendments that may be proposed to the Consolidated Plan or the Action Plans or if the City applies for Section 108 loan assistance. A second component of the City's community outreach effort is consultation with private and public agencies that have been providing services and research data in the City. During the development of this Action Plan, the City adhered to its Citizen Participation Plan, provided multiple opportunities for community input, and consulted with a variety of social service agencies.

The City is committed to maximizing community participation in the CDBG and HOME process. To ensure that its 2019-2020 Action Plan was based on an accurate needs assessment, the City used the following approach to create participation of residents, service providers, and other interested persons and organizations:

South Gate Citizens Advisory Committee

The South Gate Citizens Advisory Committee (CAC) is an advisory board created by City Council to ensure constant dialog exists between City Hall and the community. The role of the CAC is twofold. First, to ensure that City Council is apprised of the needs, desires, and interests of City residents. Second, to review and make recommendations on CDBG funding to City Council. The CAC, which meets six times a year, is comprised of 20 members representing the demographic and social range of residents in the City. The CAC was actively involved in the current Annual Action Plan process. The CAC reviewed the 2019-2020 Public Services applications and made CDBG selection and funding recommendations to City Council for the Annual Action Plan. It is anticipated that the CAC will continue to serve in an advisory role to the CDBG process.

Annual Public Services Application Process

The annual Public Services selection process established by the City requires applicants to submit an application describing their proposed project or program and detailing how the project meets local and national CDBG objectives and federal requirements. City staff and CAC CDBG review the public services applications and make a recommendation for CDBG funding to City Council. The CAC is comprised of residents who keep the City Council informed on concerns and opportunities in the community and

advise on relevant and topical issues. The annual CAC recommendation and Council selection of public service grantees is based on the following criteria:

- Consistency of service activity with national objectives and federal requirements;
- Consistency of service activity with the goals, objectives, and strategies of the 5-year Consolidated Plan;
- Experience and competency of the applicant; and
- Demonstrated need and lack of other sources of funding.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The Annual Action Plan was made available for public review from April 26th, 2019 through May 27th, 2019. The City prepared a notice announcing the Draft Action Plan was available for public review at South Gate City Hall, Chamber of Commerce, and City libraries. The notice was published in the local newspaper. The notice also indicated the date, time, and location of the City Council public hearing for adoption of the Final Consolidated Plan and included:

- The amount of CDBG assistance expected to be received during the plan duration;
- The range of activities that are proposed under the Action Plan using CDBG and HOME funds.

No comments were received in writing or orally. On May 28th, 2019, the City Council conducted a public hearing on the Final Action Plan. No comments were received.

6. Summary of comments or views not accepted and the reasons for not accepting them

No comments or views were not accepted.

7. Summary

For 2019-2020, the City of South Gate will receive an allocation of \$1,463,262 in CDBG and \$602,315 in HOME entitlement funds from the US Department of Housing and Urban Development (HUD) to spend on housing and community development activities that address the priority needs and goals established in the Consolidated Plan. In addition, the City is committing \$100,000 of CDBG carryover funds from

prior years. As such the City anticipates funding the following projects and to meet the priorities and corresponding goals during the five-year period.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	SOUTH GATE	Community Development Department, Housing Division
HOME Administrator	SOUTH GATE	Community Development Department, Housing Division

Table 1 – Responsible Agencies

Narrative (optional)

The City of South Gate (City) is the Lead Agency for the CDBG and HOME entitlement programs. The City’s Community Development Department is responsible for the administration and preparation of the Consolidated Plan, Annual Action Plans and Consolidated Annual Performance Evaluation Reports (CAPER).

Consolidated Plan Public Contact Information

The Housing Administrator, Management Analyst and the Housing and Grants Analyst of the Housing Department are the public contacts for the development of the Action Plan:

Vivian Garcia, Housing Administrator

Victor H. Ferrer, Management Analyst

Abel Torres, Housing and Grants Analyst

Annual Action Plan
2019

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

Consultation for the 2019-2020 Annual Action Plan was achieved through a variety of strategies, including public hearings and public meetings. All efforts were made to contact appropriate parties and obtain thorough input. These consultations, in conjunction with participation from citizens, provided the plan direction and scope.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

Activities to enhance coordination between public and assisted housing providers and governmental health, mental health and service agencies are conducted on a regular basis. The City of South Gate's activities will include: 1) Accepting funding applications from housing, health care and service providers through its Annual Action Plan process. 2) Participating in local and regional committees such as the Los Angeles Homeless Services Authority (LAHSA) Continuum of Care and the Southern California Council of Governments (SCAG). Continued coordination is anticipated for planning efforts, as well as project implementation, between all of these groups.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City of South Gate is in Service Planning Area (SPA) 7 within LAHSA's Continuum of Care. LAHSA was established in December 1993 as a Joint Powers Authority to coordinate the effective and efficient utilization of Federal and local funding in providing services to homeless people throughout Los Angeles city and County. LAHSA coordinates and manages over \$70 million dollars annually in Federal, State, County and City funds for programs that provide shelter, housing and services to homeless persons in Los Angeles City and County.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate

outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

Not Applicable. The City does receive ESG funds.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	SOUTH GATE
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims Health Agency Other government - Federal Other government - Local Business Leaders Civic Leaders

<p>What section of the Plan was addressed by Consultation?</p>	<p>Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy</p>
<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The City of South Gate solicited input for the development of the Action Plan from City departments, agencies, service providers and the community. This Action Plan has multiple partners in the development of the goals, objectives and strategies. They include the City Council, City Department Heads, program staff, CAC, non- profits, community leaders and interested citizens. The aim was to get input from these community partners to develop a focused Consolidated Plan in order to establish our goals and objectives. Staff actively sought to get a complete understanding of the problems in South Gate and the suggested solutions from these community partners who work directly with the most vulnerable populations.</p>

Identify any Agency Types not consulted and provide rationale for not consulting

None.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Los Angeles Homeless Services Authority	South Gate's goals of the Strategic Plan overlap with the goals of LAHSA regarding homeless needs.
Strategic Plan	City of South Gate	The City of South Gate's Strategic Plan shares the goals of developing housing standards, planning and land use policies that are sustainable; increasing the supply of affordable housing for homeownership, rental and special needs populations including the homeless; and preserving existing affordable housing stock.
General Plan Housing Element	City of South Gate	The Housing Element includes many goals that are consistent with the Strategic Plan's including promotion of fair housing for all; provision of special needs housing; preservation of existing housing; and production of new affordable housing.
Parks Master Plan	City of South Gate	The goal of the Parks Master Plan is to identify all of the Parks throughout the City. Many of the parks are very old and have deteriorated structures such as play structures, benches, trash cans, etc. In addition, most of the parks are in need of ADA upgrades due to code updates and changes, primarily in the concrete walking paths and restrooms, including building and roof replacement due to deterioration. The parks that are in low-moderate-income areas are the ones targeted for CDBG funding in order to make them code compliant and safe for the community.
Street Master Plan	City of South Gate	The City of South Gate's Public Works Division annually conducts an assessment of the condition of City streets and updates a 20-year master plan and a 5-year capital improvement plan (CIP) in order to effectively manage the City's street maintenance program.
Analysis of Impediments to Fair Housing	Fair Housing Foundation	The Analysis of Impediments is produced once every five years and was last adopted by City Council in June 2015.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

None.

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The City of South Gate encourages citizen involvement in the planning, implementation and evaluation of its housing and community development programs. City staff continues to work with the Citizen Advisory Committee (CAC) and partner agencies to increase citizen participation and improve the PY 2019 CDBG application and evaluation process.

Below, is the citizen participation schedule that was followed for the 2019-2020 Action Plan:

- Public Notice of Application Availability to the City Clerk's Office – September 27th, 2018
- Notice of Availability of Funds and Application for Funds – October 4th, 2018
- CAC meeting for selection of Chairperson and Vice Chairperson – November 7th, 2018
- Application Workshop & Application Released (Public Services) – October 29th, 2018
- Application Workshop & Application (City Sponsored) – October 29th, 2018
- Proposals due to the City Clerk's Office, no later than 5:30pm – November 29th, 2018
- Staff reviews proposals for program eligibility and completeness – January 2019
- Public Hearing – applicant presentations before CAC – January 23rd and January 30th, 2019
- CAC provides funding recommendations for City Council review – March 12th, 2019
- Public Notice of One-Year Action Plan – send to publisher on April 18th, 2019
- 30 Day Public Comment – April 26th, 2019 – May 27th, 2019
- City Council Public Hearing – Approval of One-Year Action Plan – May 28th, 2019
- Submission of Annual Action Plan to HUD – May 31st, 2019
- City Council Meeting to Approve Subrecipient Agreements – Jun. 25th, 2019
- CDBG Fiscal Year 2019-20 Program begins – Jul. 1, 2019

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	None	No comments received	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
2	Public Hearing	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	None	No comments received	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
3	Newspaper Ad	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	None	No comments received	N/A	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

South Gate, like many jurisdictions, is faced with the challenging task of meeting increasing needs with fluctuating and/or decreasing federal and State resources.

The City anticipates that over the course of the 2015-2019 Consolidated Plan it will continue to receive CDBG and HOME funds. Along with these federal entitlements, the City may elect to utilize Section 108, Low-Income Housing Tax Credits and the State of California's housing such as CalHome to support housing development. Other resources that may be used include City General Fund as well as Program Income.

For FY 2019-2020, the City will receive the following funding:

HOME Investment Partnerships (HOME): The City will receive a grant allocation of \$602,315; of which ten percent (10%) or \$60,231.50 will be used for Program Administration; Fifteen percent (15%) or \$90,347.25 must be allocated to a Community Housing Development Organization (CHDO) for Acquisition/Rehabilitation/New Construction and other housing projects; and the remaining seventy-five percent (75%) or \$451,736.25 will be spent on the Homeowner Rehabilitation Program. The City has \$67,774 in HOME Program Income (PI) of which (10%) or \$6,777.40 will be used for administration while the remaining balance of \$60,996.60 will be repurposed for the HOME Rehab Program.

Community Development Block Grant (CDBG): The City will receive a grant allocation of \$1,463,262; of which twenty percent (20%) or \$292,652.40 will be used for Program Administration which includes an allocation of \$24,000 for Fair Housing Foundation; fourteen percent (14%) or \$210,000 in Public Service projects; and the remaining balance of \$1,170,610.60 plus \$100,000 in carryover funds from prior years will be allocated to other eligible CDBG programs/activities. The City has \$1,750 of CDBG Program Income which will be used for the Fence Repair project.

The figures shown in the table below reflect HUD's current allocations. The figure for "Expected Amount Available Remainder of ConPlan"

anticipates level funding using the 2019 allocation amounts and projecting those amounts over the two remaining years covered by the Consolidated Plan. If there are further funding cuts to CDBG over the coming years, the City will adjust accordingly and craft Annual Action Plans reflective of funding realities.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,463,262	1,750	100,000	1,565,012	0	A HUD formula-based program that annually allocates funds for a wide range of eligible housing and community development activities.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	602,315	67,774	0	670,089	0	A HUD formula-based program that annually allocates funds to support affordable housing programs.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City recognizes that the City's annual entitlement and formula allocations are not sufficient to meet all of its needs, and that leveraging resources is critical to achieving the City's goals. The City continues to cultivate funding partners who can match the City's investment of CDBG and HOME funds. The need remains great, and additional funds are sought to ensure that more affordable housing and important programs and activities are available for those in need. To that end the City seeks funds from the State and grants from other entities, both public and private. Indeed, the City has been successful recently in leveraging funds from the State of California, CalHome.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

There is currently no publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan.

Discussion

As the expenditure deadline for HOME CHDO funds has been extended, the City does not plan to expend the 15% CHDO funds during FY 19-20. The City, in collaboration with existing and potential CHDOs are working to identify potential projects and plan to meet new expenditure deadlines as established by HUD.

Also, the City of South Gate anticipates a 100% HOME Match reduction for FY 19-20 as in past years. HOME match reductions are due to areas of fiscal distress, severe fiscal distress, and Presidential disaster declarations as designated by HUD. The 2018 program year match reduction is located at:

<https://www.hudexchange.info/resource/5757/fy-2018-home-match-reductions/>

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing	2015	2019	Affordable Housing	Citywide	Preserve the supply of affordable housing	CDBG: \$100,000 HOME: \$603,080	Homeowner Housing Rehabilitated: 105 Household Housing Unit
2	Public Services	2015	2019	Non-Housing Community Development	Citywide	Provide public services for low income residents	CDBG: \$210,000	Public service activities other than Low/Moderate Income Housing Benefit: 102 Persons Assisted
3	Fair Housing	2015	2019	Administration	Citywide	Ensure equal access to housing opportunities	CDBG: \$24,000	Other: 600 Other
4	Infrastructure and Public Facility	2015	2019	Non-Housing Community Development	Citywide	Infrastructure and Public Facilities	CDBG: \$387,360	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2 Persons Assisted
5	Administration	2015	2019	Administration	Citywide	Planning and Administration	CDBG: \$268,652 HOME: \$67,009	Other: 1 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Code Enforcement	2015	2019	Non-Housing Community Development	Citywide	Preserve the supply of affordable housing	CDBG: \$375,000	Housing Code Enforcement/Foreclosed Property Care: 2800 Household Housing Unit
7	Commercial Rehabilitation	2015	2019	Non-Housing Community Development	Citywide	Commercial Rehabilitation	CDBG: \$200,000	Businesses assisted: 4 Businesses Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Housing
	Goal Description	
2	Goal Name	Public Services
	Goal Description	
3	Goal Name	Fair Housing
	Goal Description	
4	Goal Name	Infrastructure and Public Facility
	Goal Description	
5	Goal Name	Administration
	Goal Description	

6	Goal Name	Code Enforcement
	Goal Description	
7	Goal Name	Commercial Rehabilitation
	Goal Description	

Projects

AP-35 Projects – 91.220(d)

Introduction

To address the priority needs identified in the 2015-2019 Consolidated Plan, the City of South Gate will invest CDBG and HOME funds in projects that preserve affordable housing, provide fair housing services, provide services to low-and moderate-income residents, provide services to residents with special needs, prevent homelessness, preserve neighborhoods, improve public facilities and infrastructure and facilitate the creation or retention of small businesses. Together, these projects will address the housing, community and economic development needs of South Gate residents.

The 2019 Annual Plan sets forth a description of activities for the use of funds that will become available during the coming federal fiscal year, determines goals for individuals and households to be served, and describes the implementation plan and geographic location of the activities to be undertaken.

Projects

#	Project Name
1	CDBG ADMINISTRATION
2	FAIR HOUSING FOUNDATION
3	REHABILITATION ADMINISTRATION (Activity Delivery Costs)
4	CODE ENFORCEMENT
5	TWEEDY MILE ASSOCIATION
6	COMMERCIAL FACADE IMPROVEMENT
7	GRAFFITI ABATEMENT
8	SALVATION ARMY BELL SHELTER
9	FAMILY VIOLENCE PREVENTION AND EDUCATION PROGRAM
10	POLICE EXPLORERS
11	PUBLIC PARK IMPROVEMENT (FENCE)
12	HOME PROGRAM ADMINISTRATION
13	RESIDENTIAL REHABILITATION PROGRAM
14	HOME - CHDO
15	HELPLINE YOUTH COUNSELING
16	SOUTHERN CALIFORNIA RESOURCE SERVICES

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved

needs

The primary obstacles to meeting the underserved needs of low-and moderate-income people include lack of funding from federal, state and other local sources, the high cost of housing that is not affordable to low-and moderate-income people and the lack of availability of home improvement financing in the private lending industry. To address these obstacles, the City is investing CDBG and HOME funds through the 2019-2020 Action Plan in projects that provide deferred loans to low-and moderate-income homeowners for home improvements, projects that provide public and neighborhood services to low-and moderate-income people and those with special needs, and projects that prevent homelessness. To address underserved needs, the City is allocating 100 percent of its non-administrative CDBG and HOME investments for program year 2019-2020 to projects and activities that benefit low-and moderate-income people.

AP-38 Project Summary
Project Summary Information

1	Project Name	CDBG ADMINISTRATION
	Target Area	Citywide
	Goals Supported	Administration
	Needs Addressed	Planning and Administration
	Funding	CDBG: \$268,652
	Description	The City of South Gate receives Community Development Block Grant funds to administer, design, implement and plan eligible CDBG activities.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	The entire Community will benefit from the City's Administration of the CDBG Grant, though the direct beneficiaries of each funded activity will be primarily low- and moderate-income residents.
	Location Description	
Planned Activities	The City of South Gate receives Community Development Block Grant funds to administer, design, implement and plan eligible CDBG activities.	
2	Project Name	FAIR HOUSING FOUNDATION
	Target Area	Citywide
	Goals Supported	Fair Housing
	Needs Addressed	Ensure equal access to housing opportunities
	Funding	CDBG: \$24,000
	Description	The Fair Housing Foundation administers a comprehensive program that includes: 1) discrimination complaint intake and investigation; 2) outreach and education; 3) general housing (landlord/tenant counseling; and 4) enforcement and impact litigation.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	600 households
	Location Description	

	Planned Activities	The Fair Housing Foundation administers a comprehensive program that includes: 1) discrimination complaint intake and investigation; 2) outreach and education; 3) general housing (landlord/tenant counseling; and 4) enforcement and impact litigation.
3	Project Name	REHABILITATION ADMINISTRATION (Activity Delivery Costs)
	Target Area	Citywide
	Goals Supported	Housing
	Needs Addressed	Preserve the supply of affordable housing
	Funding	CDBG: \$100,000
	Description	CDBG funds will be used for delivery costs (including staff, other direct costs, and service costs) directly related to carrying out HOME housing rehabilitation activities. These CDBG funds will not be used for the costs of actual rehabilitation and will not be used for costs unrelated to running a rehabilitation program.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	5 housing units.
	Location Description	The Residential Rehabilitation Program is administered by the Community Development Department located at 8650 California Avenue, South Gate, CA 90280.
	Planned Activities	CDBG funds will be used for delivery costs (including staff, other direct costs, and service costs) directly related to carrying out HOME housing rehabilitation activities. These CDBG funds will not be used for the costs of actual rehabilitation and will not be used for costs unrelated to running a rehabilitation program.
4	Project Name	CODE ENFORCEMENT
	Target Area	Citywide
	Goals Supported	Code Enforcement
	Needs Addressed	Preserve the supply of affordable housing
	Funding	CDBG: \$375,000

	Description	This program helps to stabilize and protect property values in the community by enforcing existing property maintenance, health and safety, building standards and other code enforcement requirements, in eligible low-income deteriorating neighborhoods.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	2800 inspections.
	Location Description	The Activity is administered by the Community Development Department located at 8650 California Avenue, South Gate, CA 90280.
	Planned Activities	This program helps to stabilize and protect property values in the community by enforcing existing property maintenance, health and safety, building standards and other code enforcement requirements, in eligible low-income deteriorating neighborhoods.
5	Project Name	TWEEDY MILE ASSOCIATION
	Target Area	Citywide
	Goals Supported	Commercial Rehabilitation
	Needs Addressed	Commercial Rehabilitation
	Funding	CDBG: \$60,000
	Description	This program will provide local businesses with funds for improvements such as window repair or replacement.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	10 businesses.
	Location Description	The Program is administered by the Tweedy Mile Association located at 3470 Tweedy Avenue, South Gate, CA 90280.
	Planned Activities	This program will provide local businesses with funds for façade improvements such as window and awning repair or replacement.
6	Project Name	COMMERCIAL FACADE IMPROVEMENT
	Target Area	Citywide
	Goals Supported	Commercial Rehabilitation

	Needs Addressed	Commercial Rehabilitation
	Funding	CDBG: \$200,000
	Description	Commercial Facade Improvement (CFI) program will offer a grant of up to \$25,000 to existing or new business owners to make exterior commercial improvements.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	4 businesses.
	Location Description	The Program is administered by the Community Development Department located at 8650 California Avenue, South Gate, CA 90280.
	Planned Activities	Commercial Façade Improvement (CFI) program will offer a grant of up to \$25,000 to existing or new business owners to make exterior commercial façade improvements.
7	Project Name	GRAFFITI ABATEMENT
	Target Area	Citywide
	Goals Supported	Infrastructure and Public Facility
	Needs Addressed	Infrastructure and Public Facilities
	Funding	CDBG: \$140,000
	Description	The Graffiti Abatement Program operates in CDBG low- and moderate-income service areas throughout the city to remove graffiti from hardscape areas such as walls, sidewalks, street furniture, poles and signs. Funds pay for labor, supplies and material.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	45,232 sq. ft. removed.
	Location Description	The Activity is administered by the Public Works Department located at 8650 California Avenue, South Gate, CA 90280.
	Planned Activities	The Graffiti Abatement Program operates in CDBG low- and moderate-income service areas throughout the city to remove graffiti from hardscape areas such as walls, sidewalks, street furniture, poles and signs. Funds pay for labor, supplies and material.

8	Project Name	SALVATION ARMY BELL SHELTER
	Target Area	Citywide
	Goals Supported	Public Services
	Needs Addressed	Provide public services for low income residents
	Funding	CDBG: \$22,500
	Description	Provide emergency shelter for residents who are experiencing homelessness.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	12 people.
	Location Description	This Program is administered by the Salvation Army located at 5600 Rickenbacker Road #2A, Bell, CA 90057.
	Planned Activities	Provide emergency shelter for residents who are experiencing homelessness.
9	Project Name	FAMILY VIOLENCE PREVENTION AND EDUCATION PROGRAM
	Target Area	Citywide
	Goals Supported	Public Services
	Needs Addressed	Provide public services for low income residents
	Funding	CDBG: \$10,000
	Description	The Family Violence Prevention and Education Program will offer empowerment workshops and individual counseling sessions to battered spouses and family members. In addition, the program promotes awareness and education on sexual assault and family violence throughout the community.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	60 spouses/children.
	Location Description	The Program is administered by the Police Department located at 8620 California Avenue, South Gate, CA 90280.

	Planned Activities	The Family Violence Prevention and Education Program will offer empowerment workshops and individual counseling sessions to battered spouses and family members. In addition, the program promotes awareness and education on sexual assault and family violence throughout the community.
10	Project Name	POLICE EXPLORERS
	Target Area	Citywide
	Goals Supported	Public Services
	Needs Addressed	Provide public services for low income residents
	Funding	CDBG: \$7,000
	Description	The South Gate Police Explorers Program will provide training and orientation to young adults (ages 14-21), where 51% of whom are low- or moderate-income, who are interested in pursuing a career in law enforcement.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	7 youths.
	Location Description	The Program is administered by the Police Department located at 8620 California Avenue, South Gate, CA 90280
	Planned Activities	The South Gate Police Explorers Program will provide training and orientation to young adults (ages 14-21), where 51% of whom are low- or moderate-income, who are interested in pursuing a career in law enforcement.
11	Project Name	PUBLIC PARK IMPROVEMENT (FENCE)
	Target Area	Citywide
	Goals Supported	Infrastructure and Public Facility
	Needs Addressed	Infrastructure and Public Facilities
	Funding	CDBG: \$327,359
	Description	Funds will be used to hire a landscape architectural firm to assess needs regarding fence repair.
	Target Date	6/30/2020

	Estimate the number and type of families that will benefit from the proposed activities	The South Gate Park is a regional park that services over 95,000 South Gate residents.
	Location Description	This Program is administered by the Community Development Department located at 8650 California Avenue, South Gate, CA 90280.
	Planned Activities	Repair/replace fencing at baseball diamonds, tennis courts, swim stadium, and other park designated places.
12	Project Name	HOME PROGRAM ADMINISTRATION
	Target Area	Citywide
	Goals Supported	Administration
	Needs Addressed	Planning and Administration
	Funding	HOME: \$67,008
	Description	The entire Community will benefit from the City's Administration of the HOME Grant, though the direct beneficiaries of each funded activity will be primarily low- and moderate-income residents.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	n/a
	Location Description	The HOME grant is administered by the Community Development Department located at 8650 California Avenue, South Gate, CA 90280
	Planned Activities	The entire Community will benefit from the City's Administration of the HOME Grant, though the direct beneficiaries of each funded activity will be primarily low- and moderate-income residents.
13	Project Name	RESIDENTIAL REHABILITATION PROGRAM
	Target Area	Citywide
	Goals Supported	Housing
	Needs Addressed	Preserve the supply of affordable housing
	Funding	HOME: \$512,732

	Description	This program provides deferred loans to qualified homeowners for rehab on their properties. The loan is due and payable when title is transferred, or property is refinanced or sold. The property must be brought up to certain housing standards as part of the rehab assistance. The property must be owner-occupied and may have up to four units. Qualified households must have an annual income at or less that 80% of the area median income.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	6 housing units.
	Location Description	The Rehabilitation Program is administered by the Community Development Department located at 8650 California Avenue, South Gate, CA 90280.
	Planned Activities	This program provides deferred loans to qualified homeowners for rehab on their properties. The loan is due and payable when title is transferred, or property is refinanced or sold. The property must be brought up to certain housing standards as part of the rehab assistance. The property must be owner-occupied and may have up to four units. Qualified households must have an annual income at or less that 80% of the area median income.
14	Project Name	HOME - CHDO
	Target Area	Citywide
	Goals Supported	Housing
	Needs Addressed	Preserve the supply of affordable housing
	Funding	HOME: \$90,347
	Description	At least 15 percent of HOME Investment Partnerships Program (HOME) funds must be set aside for specific activities to be undertaken by a special type of nonprofit called a Community Housing Development Organization (CHDO). A CHDO is a private nonprofit, community-based organization that has staff with the capacity to develop affordable housing for the community it serves. In order to qualify for designation as a CHDO, the organization must meet certain requirements pertaining to their legal status, organizational structure, and capacity and experience.
	Target Date	6/30/2020

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Develop affordable housing in South Gate
15	Project Name	HELPLINE YOUTH COUNSELING
	Target Area	Citywide
	Goals Supported	Public Services
	Needs Addressed	Provide public services for low income residents
	Funding	CDBG: \$22,500
	Description	This program will assist low-to moderate-income households at risk of becoming homeless by providing income payments for back rent not to exceed three (3) months, security and utility deposits, and application fees. Other services will include client intake and assessment, counseling services, case management, medication, legal services and credit repair.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	15 people.
	Location Description	The Program is administered by Helpline Youth Counseling located at 14181 Telegraph Rd., Whittier, CA 90604.
	Planned Activities	This program will assist low-to moderate-income households at risk of becoming homeless by providing income payments for back rent not to exceed three (3) months, security and utility deposits, and application fees. Other services will include client intake and assessment, counseling services, case management, medication, legal services and credit repair.
16	Project Name	SOUTHERN CALIFORNIA RESOURCE SERVICES
	Target Area	Citywide
	Goals Supported	Public Services
	Needs Addressed	Provide public services for low income residents

Funding	CDBG: \$8,000
Description	Will provide home modifications, durable medical equipment and technology devices to South Gate residents with disabilities.
Target Date	6/30/2020
Estimate the number and type of families that will benefit from the proposed activities	15 housing units.
Location Description	This Program is administered by the Southern California Rehabilitation Services, Inc. located at 7830 Quill Drive, Suite D, Downey, CA 90242.
Planned Activities	Will provide home modifications, durable medical equipment and technology devices to South Gate residents with disabilities.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

HUD-funded activities are limited to the City's low-and moderate-income areas, which encompass the majority of the City's residential areas. Areas of the City outside of the CDBG low-and moderate-income areas will benefit from activities that are limited-clientele in nature, i.e., a person/household can benefit from a federally assisted program provided they meet the program's eligibility criteria. Eligibility is typically established by household income and household size.

CDBG program funds will be expended based on program criteria. For example, public services are available on a citywide basis for qualified beneficiaries; fair housing and program administration activities will also be carried out on a citywide basis. Code enforcement and community development projects (i.e. street and park improvement projects) will be carried out in the City's low and moderate-income areas; i.e., areas of the City where the majority of residents meet HUD's low and moderate-income definition.

HOME funds will be utilized to support housing acquisition and rehabilitation activities for low-income tenants and homeowners. To qualify for these funds an evaluation of household income will be undertaken.

Geographic Distribution

Target Area	Percentage of Funds
Citywide	100

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

As previously stated, the assignment of priority levels is primarily a result of input from public and private agencies responding to the City's Housing and Community Development Needs Survey, consultation interviews, and statistical data compiled from the Needs Assessment.

The City will evaluate each eligible project and program based on urgency of needs, availability of other funding sources and financial feasibility. Only eligible activities that received a High, Medium or Low

priority levels in the Consolidated Plan may be funded during the next five years.

Discussion

The City anticipates spending at least 70 percent of its entitlement funds in target areas, including areas that have low-and moderate-income concentrations or minority concentrations.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

As noted earlier, the most important impediment to affordable housing revolves around the lack of federal and state resources for affordable housing initiatives. The lack of programs and resources to reduce excessive rent or mortgage burdens to qualified persons is a key factor.

Another barrier to affordable housing in South Gate is the high cost of housing created by a demand for housing, both existing and new, which exceeds the current supply. Despite the recent downturn in the housing market nationally, housing prices, both purchase and rental, remain high, especially for lower income households.

In addition, both the cost of site acquisition and development costs are very high. These facts make housing construction expensive and put affordable housing out of the reach of low-income households.

As stated, there are limited opportunities and funding available to provide affordable housing opportunities. The City will attempt to seek new partnerships in the upcoming year. During PY 2019-2020 the City will address affordable housing needs through the following programs:

Housing Choice Voucher Program: The City will continue to provide rental assistance to extremely low- and low-income households through the South Gate Housing Authority’s Housing Choice Voucher Program. Renter-households will be assisted, which will include elderly, single-parent, and disabled special needs households. However, these are not counted toward the affordable housing goals.

Fair Housing Program: In addition, the City's Fair Housing Program is administered by the Fair Housing Foundation, who will provide fair housing services and landlord/tenant information to all residents who request counseling, resource referral, complaint investigation, and public education on all forms of housing discrimination. Renter-households will be assisted, which will include elderly, single-parent, and disabled special needs households. However, these are not counted toward the affordable housing goals.

Homeowner Rehabilitation Program: This program provides deferred loans to qualified homeowners for rehabilitation on their properties. The property must be brought up to certain housing standards as part of the rehabilitation assistance. The program expects to assist 6 households this program year.

One Year Goals for the Number of Households to be Supported	
Homeless	0

One Year Goals for the Number of Households to be Supported	
Non-Homeless	536
Special-Needs	0
Total	536

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	530
The Production of New Units	0
Rehab of Existing Units	6
Acquisition of Existing Units	0
Total	536

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

The Consolidated Plan identifies a high priority need to expand the supply of affordable housing and a high priority need to preserve the supply of affordable housing. During the 2019-2020 program year, the City will invest CDBG and HOME funds in the preservation of affordable housing units. Specifically, CDBG and HOME funds will be used to support affordable housing preservation projects including the City of South Gate's Residential Rehabilitation Program and Minor Home Improvement Program.

AP-60 Public Housing – 91.220(h)

Introduction

The South Gate Housing Authority administers over 600 Housing Choice Vouchers (HCV) and does not own or operate any public housing units. The South Gate Housing Authority was consulted during this consolidated planning process. It is the intention of the Authority to continue to provide safe, attractive affordable housing to its HCV clients.

Actions planned during the next year to address the needs to public housing

Not Applicable - The City does not have public housing.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

Not Applicable - The City does not have public housing.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not Applicable

Discussion

None.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City is located within the Los Angeles Homeless Services Authority (LAHSA) Continuum. The continuum provides oversight of federal homeless assistance dollars and collaborates with local communities to provide the best service to our residents who are homeless. The Los Angeles Continuum conducts quarterly community meetings and the public is invited. However, in 2015, HUD informed the City that it will no longer receive Emergency Solutions Grant funds due to formula threshold changes. With the loss of ESG funding, the City will have a difficult time addressing the needs of the homeless. During PY 2019, the City is awarding the Bell Shelter and Helpline Youth Counseling CDBG funds.

Homelessness affects many people from all social, economic, and racial backgrounds. The causes of homelessness are varied and include loss of employment, mental illness, substance abuse, a health crisis, domestic violence, foreclosure, limited income (such as SSI, for elderly and people with disabilities which prevent them from aging in place due to high cost of living) and loss of familial support. Individuals or families that are homeless have a variety of special needs, including emergency shelter, counseling, job training, transitional housing, and permanent supportive housing. The long-term housing needs are for transitional housing and permanent supportive housing.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City of South Gate also participates quarterly in the Southern California Council of Governments (SCAG) committee that is comprised of LAHSA, Helpline Youth Counseling and other local stakeholders and homeless advocates. During meetings, the committee provides updates and provides information on their current needs of their clients. Usually the outcome includes multiple agencies teaming up to meet the needs of those said clients.

Addressing the emergency shelter and transitional housing needs of homeless persons

Locally, the Salvation Army Bell Shelter operates a comprehensive program that offers transitional care for up to 350 homeless men and women. The goal of the Bell Shelter is to meet the needs of the homeless population by addressing the myriad of reasons why people become homeless and assisting

them in developing a higher quality of life through independence. Services offered include: emergency shelter, transitional housing, substance abuse rehabilitation, case management, counseling, on-site health care & medical referrals, HIV/AIDS education, ESL classes, computer training, vocational assistance, job referrals and life skills classes. In 2019, the City is awarding the Salvation Army \$22,500 in CDBG funds.

The South Gate Domestic Violence Education and Prevention program administered by the South Gate Police Department provides shelter, court advocacy, counseling, 24-hour hotline, crisis intervention, support groups and case management to domestic and sexual abuse victims.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

There are a variety of service providers in South Gate that assist low income individuals and families. These providers ensure that they are meeting the needs of the community to the best of their abilities.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

There are a variety of agencies in the region that provide housing options and case management assistance including those returning from mental and physical health institutions. They provide the option of living independently in a group setting. They are:

- **Rio Hondo Temporary Home, Norwalk** – Provides emergency food and transitional shelter for families with children in the Cerritos, Downey, La Mirada, Montebello, Norwalk, Pico Rivera, Santa Fe Springs and Whittier areas. There are no geographical restrictions for residents.
- **Santa Fe Springs Transitional Living Center, Whittier** – Provides shelter for homeless families in transition, most of whom are single parents or victims of domestic violence and substance

abuse, in Los Angeles County.

- **Hospitality Housing, Whittier** – Provides homeless support services for single adults 18 years and older and families with children.
- **Birch Grove Homes, Norwalk** - Provides supportive services to 20 persons in an existing permanent housing program for persons with mental health disabilities.
- **Community Housing Options, scattered sites** - Provides permanent supportive housing to homeless persons and families living with HIV/AIDS or dual diagnoses.
- **Denker House/Harvest House, scattered sites** - Provides supportive services in an existing permanent housing program for persons with disabilities.
- **Homes for Life Foundation, Norwalk** - Provides permanent housing to eight persons with mental health disabilities in eight one-bedroom apartment style units.
- **Su Casa Domestic Violence Network, Lakewood** - Provides crisis intervention service for domestic violence victims and their children, for a maximum of 30 consecutive days.
- **Salvation Army, Bell Shelter** – Provides emergency shelter services and transitional care for up to 350 homeless men and women.
- **The Southern California Rehabilitation Services** – An independent living resource center in Downey offers programs to eligible South Gate residents that provide people with the tools to learn how to live independently including cooking, budgeting, reading and finding employment. They also offer disability assistance for improvements on homes for people with disabilities.

Discussion

Continuing in 2019, the City will assist low income, special needs and homeless with the Public Service Category of funding to local non-profits. The eligible activities include but are not limited to employment services (e.g. job training), crime prevention and public safety, child care, health services, substance abuse services (e.g., counseling and treatment), fair housing counseling, education programs, services for senior citizens and services for homeless persons. The Salvation Army, for example, will provide food and emergency or transitional housing to men, women, or families in need and Helpline Youth Counseling will provide counseling and assistance to at-risk, low income children, youth and their families to help eliminate barriers and create opportunities to those in need.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

The impact on housing affordability disproportionately affects those who are lower income. HUD considers a housing unit affordable if the occupant household expends no more than 30% of its income on housing cost. In the situation where the household expends greater than 30% of its income on housing cost, the household is considered cost burdened. Cost burdened households have less financial resources to meet other basic needs (food, clothing, transportation, medical, etc.), less resources to properly maintain the housing structure, and are at greater risk for foreclosure or eviction.

Recent sales data for South Gate shows that housing prices continue to increase, while household incomes have failed to keep pace with home prices. There are also other factors that create barriers to affordable housing growth. The barriers that typically affect housing costs are as follows:

- Lack of developable land and/or where development is due to zoning.
- Cost of developable land and construction.
- Credit worthiness of potential buyers for homeownership.
- Social opinions discouraging affordable development in particular neighborhoods (“Not in My Backyard NIMBY”).
- Lack of responsible landlords for maintaining safe and clean-living conditions.
- Credit worthiness of potential renters.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The City adopted General Plan 2035 in 2009. As part of the General Plan update, a new concept in dealing with land use and development standards was introduced. Unlike traditional Euclidean land use and zoning system, the proposed South Gate General Plan uses a “form based” system to determine location and intensity of uses.

The new Zoning Ordinance update was adopted in March 2015. The City’s current estimated number of dwelling units is about 24,242 units. The Zoning Update has created density and development standards to accommodate an estimated growth of over 4,538 units over the next 25 years. This growth rate of

additional units will help alleviate the projected population and issues of affordability.

Discussion:

Discussion:

See discussion above.

AP-85 Other Actions – 91.220(k)

Introduction:

Despite efforts made by the City and social service providers, a number of significant obstacles to meeting underserved resident needs remain. With funding resources being scarce, funding becomes the greatest obstacle for the City of South Gate to meet its underserved needs. Insufficient funding results in limits to the availability of services many worthy public service programs, activities and agencies provide.

Actions planned to address obstacles to meeting underserved needs

The primary obstacles to meeting the underserved needs of low-and moderate-income people include lack of funding from federal, state and other local sources, the high cost of housing that is not affordable to low-and moderate-income people and the lack of availability of home improvement financing in the private lending industry. To address these obstacles, the City is investing CDBG and HOME funds through the 2019-2020 Action Plan in projects that provide deferred loans to low-and moderate-income homeowners for home improvements, projects that provide public and neighborhood services to low-and moderate-income people and those with special needs, and projects that prevent homelessness. To address underserved needs, the City is allocating 100 percent of its non-administrative CDBG and HOME investments for program year 2019-2020 to projects and activities that benefit low-and moderate-income people.

Actions planned to foster and maintain affordable housing

The City has been active in providing affordable housing through awarding HOME funds to Developers for senior citizen rental units, and acquisition and rehabilitation of deteriorated rental units for lower income households. The City also provides rental assistance through the Housing Choice Voucher Program to very low-income households through its Housing Authority. The City certifies Community Housing Development Organizations (CHDOs) in an effort to provide affordable housing using low HOME rents.

Actions planned to reduce lead-based paint hazards

All units in a project assisted with CDBG and HOME funds must comply with the regulations found at 24 CFR Part 35. The purpose of the regulation is to identify and address lead-based paint hazards before

children are exposed to lead. This requirement has been in effect since September 15, 2000.

Lead-based paint hazards are found in homes built prior to 1978. All Grantees and Participating Jurisdictions must assess homes built prior to 1978 for lead hazards and conduct interim or abatement controls as warranted. The majority of the homes in South Gate were built prior to 1978 and have lead-based paint somewhere on the structure. Lead based paint is found on windowsills, doorways or under the eaves. The hazards of lead-based paint are primarily to young children up to age 6, as they are more likely to eat peeling paint. Lead adversely affects the development of a child's brain and other organs.

The City's strategy in addressing lead based paint hazards involves an educational component for the public, printed outreach information to those households in the "lead hot zones" as identified by the County, and printed information are given to participants in the City's rehabilitation loan programs.

The Residential Rehabilitation Program focuses on rehabilitating existing housing stock throughout the City covering interior and exterior home improvement and/or repairs. In combination with the Residential Rehabilitation Program, the City offers \$10,000 grants to be used for termite and lead abatement. Lead assessments are conducted on all housing projects, both single family and multi-family units. All HCV participant rental units are inspected annually.

Actions planned to reduce the number of poverty-level families

The implementation of CDBG and HOME activities meeting the goals established in the 2015-2019 Consolidated Plan and this Annual Action Plan will help to reduce the number of poverty level families by:

- Supporting activities that expand the supply of housing that is affordable to low-and moderate-income households;
- Supporting activities that preserve the supply of decent housing that is affordable to low-and moderate-income households;
- Supporting a continuum of housing and public service programs to prevent and eliminate homelessness;
- Supporting housing preservation programs that assure low income households have a safe, decent and sanitary place to live; and
- Supporting public services for low-and moderate-income residents including those with special needs and those at risk of homelessness offered by nonprofit organizations.

In addition to these local efforts, mainstream state and federal resources also contribute to reducing the number of individuals and families in poverty. In California, the primary programs that assist families in poverty are CalWORKs, CalFresh (formerly food stamps) and MediCal. Together, these programs provide individuals and families with employment assistance, subsidies for food, medical care, childcare

and cash payments to meet basic needs such as housing, nutrition and transportation. Other services are available to assist persons suffering from substance abuse, domestic violence and mental illness.

Actions planned to develop institutional structure

Internally, the City has a strong institutional structure and staff including: the Code Enforcement Division, Graffiti Abatement Program Manager; Housing Administrator; Grants Analyst, Grants Accountant; and other key staff. Another structural strength is that Code Enforcement is a Division within the Community Development Department so that interface with Supervisor and staff can occur more directly and effectively.

Externally, the City is in direct contact with the Chamber of Commerce and the Tweedy Mile Business Association, both of which represent private industry. The City also partners with various nonprofit organizations to provide affordable housing opportunities. These nonprofits act as subrecipients to provide a variety of services to the community. The City continues to contract with the Salvation Army Bell Homeless Shelter which provides emergency shelter and support services.

Actions planned to enhance coordination between public and private housing and social service agencies

The City of South Gate is proactive in coordinating with assisted-housing providers, particularly the City's Housing Authority, homeless assistance centers and programs, youth and family oriented social service organizations and health organizations which provide outreach and counseling.

The Community Development department is comprised of Building & Safety, Planning, Housing and Code Enforcement Divisions, who work closely together to coordinate programs with local social service providers to either meet needs directly or to make referrals to outside services as necessary. Currently, staff makes referrals based upon the available known assistance data.

Our partners include Salvation Army Bell Homeless Shelter, Salvation Army Southeast Community Corp.,

PATH, Fair Housing Foundation, Oldtimers', and Southern CA Rehabilitation Services.

Discussion:

See discussion above.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

In the implementation of programs and activities under the 2019-2020 Annual Action Plan, the City of South Gate will follow all HUD regulations concerning the use of program income, forms of investment, overall low-and moderate-income benefit for the CDBG program and recapture requirements for the HOME program.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The City will not use any other forms of investment beyond those identified in Section 92.205. The Homeowner Rehabilitation Program provides deferred loans to qualified homeowners for rehab on their properties. The loan is due and payable when title is transferred, or property is refinanced or sold. The property must be brought up to certain housing standards as part of the rehab assistance. The property must be owner-occupied and may have up to four units. Qualified households must have an annual income at or less than 80% of the area median income. The program expects to assist five households this program year.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

In PY 2019-2020, the City does not plan to use HOME funds for homebuyer down payment assistance. However, some homebuyers that were assisted in prior years may decide to sell their homes during the upcoming program year. In that event, the City will enforce the resale and recapture guidelines.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

Not Applicable

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The City does not intend to use HOME funds under the 2019-2020 Annual Action Plan to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds.

In the implementation of programs and activities under the 2019-2020 Annual Action Plan, the City of South Gate will follow all HUD regulations concerning the use of program income, forms of investment, overall low and moderate-income benefit for the CDBG program and

recapture requirements for the HOME program.

As the expenditure deadline for HOME CHDO funds has been extended, the City does not plan to expend the 15% CHDO funds during FY 19-20. The City, in collaboration with existing and potential CHDOs are working to identify potential projects and plan to meet new expenditure deadlines as established by HUD.

Also, the City of South Gate anticipates a 100% HOME Match reduction for FY 19-20 as in past years. HOME match reductions are due to areas of fiscal distress, severe fiscal distress, and Presidential disaster declarations as designated by HUD. The 2018 program year match reduction is located at:

<https://www.hudexchange.info/resource/5757/fy-2018-home-match-reductions/>

RECEIVED

Item No. 4

JUN 3 . 2020

City of South Gate
CITY COUNCIL

CITY OF SOUTH GATE
OFFICE OF THE CITY MANAGER

4:25pm

AGENDA BILL

For the Regular Meeting of: June 9, 2020
Originating Department: Community Development

Department Director: Joe Perez
Joe Perez

City Manager: Michael Flad
Michael Flad

SUBJECT: RESOLUTION AUTHORIZING APPLICATION, SUBMITTAL AND RECEIPT OF LEAP GRANT PROGRAM FUNDS THROUGH THE STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

PURPOSE: To adopt a Resolution enabling the City to apply for \$300,000 in non-matching funds, non-competitive Local Early Action Planning (LEAP) Grants Program funds through the California Department of Housing and Community Development (HCD). These grant funds are to be used in the preparation of plans and processes to streamline housing approvals and accelerate housing production.

RECOMMENDED ACTIONS:

- a. Adopt Resolution authorizing application, submittal and receipt of funding in the amount of \$300,000 from the California Department of Housing and Community Development's Local Early Action Planning Grants Program; and
- b. Authorize the City Manager to execute and submit the Standard Agreement for this grant, including amendments, in a form acceptable to the City Attorney.

FISCAL IMPACT: None.

ALIGNMENT WITH COUNCIL GOALS: This Resolution will allow the City to continue to create and protect strong sustainable neighborhoods by ensuring the City has plans and policies in place to attract and create desirable housing development, and maintain and improve neighborhoods to achieve a livable community.

ANALYSIS: The Local Early Action Planning Grants Program (LEAP) has been made available as part of the Local Government Planning Support Grants Program pursuant to Chapter 3.1 of Health and Safety Code (Sections 50515 to 50515.05) (Chapter 159, Statutes of 2019). The purpose of this grant is to receive technical assistance planning grant funds under the State Department of Housing and Community Development (HCD) Planning Grants Program (PGP). The PGP is intended for the preparation, adoption, and implementation of plans that streamline housing approvals and lead to the acceleration of housing production and facilitate compliance in implementing the sixth cycle of the regional housing need assessment (RHNA), in which South Gate has an expected RHNA allocation of 8,263 units.

Funding Available

The PGP allocates funds based on population, and the City is eligible for \$300,000 with no match requirement. The funds are currently available as part of a noncompetitive, over-the-counter (OTC) basis. These funds must be expended by December 31, 2023 and will be awarded to jurisdictions that submit applications starting this summer. The deadline to apply for these funds is July 1, 2020. Funding will be disbursed upon the completion of an application, including an adopted Resolution by the City Council, authorizing application, submittal and receipt of the funds (Attachment A).

Staff has reviewed the grant threshold requirements and confirmed with HCD technical assistance staff that the City meets all of the threshold requirements and is able to submit an application to receive funding.

Proposed Activities

The state is calling for streamlining of housing production by limiting much of the local agencies discretion in the review process. In order to comply with these increasing mandates while maintaining the City's desire for quality housing developments, staff is seeking to propose projects under the LEAP grant that would accelerated housing production in a method that would directly result in quality products. The grant funds will assist in developing processes that improve and expedite local planning activities and facilitate accelerated housing production. Below are the proposed eligible activities:

- **Administration:** The funds will be utilized for administration of program activities. These funds will cover staff salaries and consultant costs that are administering the programs.
- **Gateway Cities Council of Governments (GCCOG):** The Gateway COG, a Joint Powers Authority of the Gateway Cities Region, is requesting 1% of Gateway Cities maximum LEAP funds a to help continue the regional housing planning efforts begun in 2019 by a similar allocation of SB2 Planning Grant funds. Funding will pay for a COG staff member to focus solely on helping cities accelerate housing production, by organizing region-wide housing workshops, creating shared informational resources, and identifying and promoting best practices from inside and outside the region.
- **Updating an Accessory Dwelling Unit (ADU) Ordinance and Establishing Pre-approved Architectural Prototypes for ADUs:** This will assist the City in updating its ADU Ordinance and remaining in compliance with new State requirements. The ADU prototypes will assist home owners in South Gate, who are interested in constructing a detached ADU but are unfamiliar with the zoning and building codes. A total of 3 prototypical designs will be developed from which residents can choose. Prototype architectural plans for detached ADUs will save property owners money, expedite the permit process, and result in well-designed ADUs.
- **Developing Residential Design Standards:** These Residential Design Standards will be codified in the Zoning Code as development standards for single-family, multi-family and mixed-use residential projects as well as ADUs. By developing and adopting design

standards, it will expedite the entitlement process and reduce permitting time by as much as 90-120 days.

These proposed projects would ensure the City continues to approve well designed projects, and will assist the City in expediting the planning approval process. Upon City Council adoption of the proposed Resolution, staff will proceed with the application for the LEAP Grants Program.

BACKGROUND: On January 27, 2020, HCD released a Notice of Funding Availability (NOFA) for approximately \$119,040,000 as part of the LEAP Program, which is part of the State's Local Government Planning Support Grants Program, established in the 2019-20 Budget Act. The 2019-20 Budget Act provides a spectrum of support, incentives, resources and accountability to meet California's housing goals. LEAP provides one-time grant funding to regions and jurisdictions for technical assistance, preparation and adoption of planning documents, and process improvements with over-arching goals to (1) accelerate housing production; and (2) facilitate compliance to implement the sixth cycle of the regional housing need assessment (RHNA).

HCD has determined maximum award amounts for large, medium, and small localities, based on population. Based on population size, the City of South Gate qualifies for a \$300,000 grant award. It should be noted that this is a non-competitive, over the counter, grant opportunity that does not require a local match to receive the funds. Final grant applications due date is July 1, 2020.

City staff requests that the City Council adopt the attached Resolution authorizing application, submittal and receipt of funding for the preparation of plans and processes to streamline housing approvals and accelerate housing production.

ATTACHMENTS:

- A. Proposed Resolution
- B. LEAP Grant- Notice of Funding Availability (NOFA)
- C. Draft- LEAP Planning Grants Application

RESOLUTION NO. ____

**CITY OF SOUTH GATE
LOS ANGELES COUNTY, CALIFORNIA**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH GATE,
CALIFORNIA, AUTHORIZING APPLICATION, SUBMITTAL AND
RECEIPT OF FUNDING IN THE AMOUNT OF \$300,000 FROM
THE CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY
DEVELOPMENT'S LOCAL EARLY ACTION
PLANNING GRANTS PROGRAM**

WHEREAS, pursuant to Health and Safety Code 50515 et. Seq, the California Department of Housing and Community Development ("Department") is authorized to issue a Notice of Funding Availability ("NOFA") as part of the Local Government Planning Support Grants Program (hereinafter referred to by the Department as the Local Early Action Planning Grants Program or LEAP); and

WHEREAS, the City Council of the City of South Gate ("City") desires to submit a LEAP grant application package ("Application"), on the forms provided by the Department, for approval of grant funding for projects that assist in the preparation and adoption of planning documents and process improvements that accelerate housing production and facilitate compliance to implement the sixth cycle of the regional housing need assessment;

WHEREAS, the Department has issued a NOFA and Application on January 27, 2020 in the amount of \$119,040,000 for assistance to all California Jurisdictions; and

WHEREAS, the LEAP Grants Program does not have a matching funds requirement.

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

SECTION 1. The City Council hereby authorizes the application and submittal of the Application to the Department. .

SECTION 2. In connection with the LEAP grant, if the Application is approved by the Department, the City Council is authorized to submit the Application, enter into, execute, and deliver on behalf of the City, a State of California Agreement (Standard Agreement) for the amount of \$300,000 and any and all other documents required or deemed necessary or appropriate to evidence and secure the LEAP grant, the City's obligations related thereto, and all amendments thereto.

SECTION 3. The City Council acknowledges that the City shall be subject to the terms and conditions as specified in the NOFA, and the Standard Agreement provided by the Department after approval. The Application and any and all accompanying documents are incorporated in full as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the Application will be enforceable through the fully executed Standard

Agreement. Pursuant to the NOFA and in conjunction with the terms of the Standard Agreement, the Applicant hereby agrees to use the funds for eligible uses and allowable expenditures in the manner presented and specifically identified in the approved Application.

SECTION 4. The City Council hereby authorizes the City Manager, or his designee, to execute and submit the City's Planning Grants Program Application and all necessary documents to apply for this grant.

SECTION 5. The City Council hereby authorizes the City Manager to execute and submit the Department's Standard Agreement for this grant, including amendments, in a form acceptable to the City Attorney and attestation by the City Clerk.

SECTION 6. The City Clerk shall certify to the adoption of this Resolution which shall be effective upon its adoption.

PASSED, APPROVED and ADOPTED this 9th day of **June 2020**.


CITY OF SOUTH GATE:

By: _____
Maria Davila, Mayor

ATTEST:

By: _____
Carmen Avalos, City Clerk
(SEAL)

APPROVED AS TO FORM:

By:  _____
Raul F. Salinas, City Attorney

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF FINANCIAL ASSISTANCE**

2020 W. El Camino Avenue, Suite 500
Sacramento, CA 95833
(916) 263-2771 / FAX (916) 263-2763
www.hcd.ca.gov



January 27, 2020

MEMORANDUM FOR: All Potential Applicants

**FROM: Zachary Olmstead, Deputy Director
Division of Housing Policy Development**

**SUBJECT: NOTICE OF FUNDING AVAILABILITY -
LOCAL EARLY ACTION PLANNING GRANTS PROGRAM**

The California Department of Housing and Community Development (Department) is pleased to announce the release of this Notice of Funding Availability (NOFA) for approximately \$119,040,000 as part of the Local Early Action Planning Grants Program (LEAP or Program). LEAP is made available as a portion of the Local Government Planning Support Grants Program pursuant to Chapter 3.1 of Health and Safety Code (Sections 50515 to 50515.05) (Chapter 159, Statutes of 2019). LEAP provides funding to jurisdictions for the preparation and adoption of planning documents, process improvements that accelerate housing production, and facilitate compliance in implementing the sixth cycle of the regional housing need assessment (RHNA).

In order to be eligible for grant funding, an applicant must submit a completed, signed original application and an electronic copy on CD or USB flash drive. Applications will be accepted on an Over-the-Counter (OTC) basis as of the date of this NOFA through July 1, 2020. The Department encourages early applications and will accept applications post-marked by the July 1, 2020 deadline. Applicants may utilize various carrier services, such as the U.S. Postal Service, UPS, FedEx, or other carrier services. All applications must be submitted to the Department at the following address:

**California Department of Housing and Community Development
Division of Housing Policy Development
2020 West El Camino Ave, Suite 500
Sacramento, CA 95833**

Program applications, forms and instructions are available on the Department's website at <https://www.hcd.ca.gov/grants-funding/active-funding/leap.shtml>. If you have questions regarding this NOFA, please email the Department at EarlyActionPlanning@hcd.ca.gov.

Attachment

**LOCAL EARLY ACTION PLANNING GRANTS PROGRAM
(LEAP)
2020 NOTICE OF FUNDING AVAILABILITY**



**State of California
Governor Gavin Newsom**

**Alexis Podesta, Secretary
Business, Consumer Services and Housing Agency**

**Douglas R. McCauley, Acting Director
California Department of Housing and Community Development**

**Zachary Olmstead, Deputy Director
California Department of Housing and Community Development
Division of Housing Policy Development**

2020 West El Camino Avenue, Suite 500
Sacramento, CA 95833
Telephone: (916) 263-2911

Website: <https://www.hcd.ca.gov/grants-funding/active-funding/leap.shtml>
Email: EarlyActionPlanning@hcd.ca.gov

January 27, 2020

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2019 NOTICE OF FUNDING AVAILABILITY LOCAL EARLY ACTION PLANNING GRANTS PROGRAM

I. Introduction

The California Department of Housing and Community Development (Department) is pleased to announce the release of this Notice of Funding Availability (NOFA) for approximately \$119,040,000 as part of the Local Early Action Planning Grants Program (LEAP or Program). LEAP is made available as a portion of the Local Government Planning Support Grants Program pursuant to Chapter 3.1 of Health and Safety Code (Sections 50515.03 (Chapter 159, Statutes of 2019)). The Program provides funding to jurisdictions for the preparation and adoption of planning documents, process improvements that accelerate housing production, and facilitate compliance in implementing the sixth cycle of the RHNA.

II. Authority and Scope

This NOFA is authorized pursuant to Chapter 3.1 of Health and Safety Code (Sections 50515 to 50515.05). The NOFA implements, interprets, and makes specific provisions for purposes of implementing planning grants to jurisdictions pursuant to 50515.03 (hereinafter "LEAP").

This NOFA establishes terms, conditions, forms, procedures and other mechanisms as the Department deems necessary to exercise the powers and perform the duties conferred by Chapter 3.1.

The matters set forth herein are regulatory mandates, and are adopted in accordance with the authorities set forth below:

Quasi-legislative regulations ... have the dignity of statutes ... [and]... delegation of legislative authority includes the power to elaborate the meaning of key statutory terms...

Ramirez v. Yosemite Water Co., 20 Cal. 4th 785, 800 (1999)

Further, the Department may implement the Program through the issuance of forms, guidelines, and one or more NOFAs, as the Department deems necessary, to exercise the powers and perform the duties conferred on it by this chapter. Any forms, guidelines, and notices of funding availability adopted pursuant to this section are hereby exempted from the rulemaking provisions of the Administrative Procedure Act (Chapter 3.5 (commencing with Section 11340) of Part 1 of Division 3 of Title 2 of the Government Code). (Health and Safety Code Section 50515.04(f)).

The Department reserves the right, at its sole discretion, to suspend or amend the provisions of this NOFA, including, but not limited to, grant award amounts.

III. Program Summary

The Local Early Action Planning Grants Program (LEAP or Program) is part of the broader Program formerly known as the Local Government Planning Support Grants Program, which was established as part of the 2019-20 Budget Act. The 2019-20 Budget Act provides a spectrum of support, incentives, resources and accountability to meet California's housing goals. Some specific elements include:

- Planning Support (local and regional planning grants)
- Incentives (Prohousing preference and infill incentive grants)
- Funding Resources
- Accountability (penalties for noncompliant housing plans)
- Reform (collaborative processes to reform regional housing needs)

The Local Government Planning Support Grants Program provides one-time grant funding to regions and jurisdictions for technical assistance, preparation and adoption of planning documents, and process improvements. The over-arching goals of the Program are to (1) accelerate housing production; and (2) facilitate compliance to implement the sixth cycle of the regional housing need assessment (RHNA).

IV. Program Timeline

Grants will be available to eligible applicants on a noncompetitive, Over-the-Counter (OTC) basis. Applications will be accepted from the date of the release of this NOFA and up until July 1, 2020. See Table 1 below for the anticipated timeline for awards for the OTC period.

Event	Date
NOFA Release	January 27, 2020
NOFA Application Webinar	February 14, 2020
NOFA Application Workshops	February and March 2020
Final Due Date for OTC Applications	July 1, 2020
Technical Assistance	February 2020 through December 31, 2023
Expenditure Deadline	December 31, 2023

The Department will review applications within 30 days and target award of applications within 60 days, with subsequent Standard Agreements processed within 60 days of award. Applicants are encouraged to submit early in the application window.

The Department will hold workshops and a webinar to review the LEAP NOFA and application and will be conducting technical assistance to aid applicants throughout the OTC period and implementation of the grant. For a list of dates, times, and locations for the workshops as well as information on technical assistance, please visit the Department's website at <https://www.hcd.ca.gov/grants-funding/active-funding/leap.shtml>.

V. Award Amounts

This Program will make \$119,040,000 dollars available to jurisdictions for Program implementation, including state operations and expenditures, and technical assistance. Maximum award amounts are based on population estimates as of January 1, 2019.¹ The minimum award amount is \$25,000. The maximum amount that a jurisdiction may receive pursuant to this subdivision shall be as follows:

Jurisdiction Size (in population)	Maximum Award Amount
750,000 or greater	\$1,500,000
300,000 to 749,999	\$750,000
100,000 to 299,999	\$500,000
60,000 to 99,999	\$300,000
20,000 to 59,999	\$150,000
Less than 20,000	\$65,000

Applicants seeking partnerships with other local governments will be additive. For example, two jurisdictions between 100,000 and 299,999 people could submit a proposal for up to \$1.0 million.

VI. Eligible Applicants

Eligible applicants are limited to local governments, i.e., cities and counties. However, local governments may partner through legally binding agreements with other forms of governments or entities where the proposal will have a direct effect

¹ Population estimates, posted as of January 1, 2019, are based on the Department of Finance E-1 report. Official maximum amounts per jurisdiction can be found at the Department's website at <https://www.hcd.ca.gov/grants-funding/active-funding/leap.shtml>.

on land-use or development within the participating localities. This includes, but is not limited to, partnerships with other localities, regional governments, housing authorities, school districts, special districts, community-based organizations, or any duly constituted governing body of an Indian Reservation or Rancheria. Applicants forming partnerships, must submit separate, completed and signed application packages, including resolutions and a copy of the signed agreement between partners to the Department in order to be awarded funds.

VII. Eligible Activities

Eligible activities must demonstrate an increase in housing related planning activities and facilitate accelerated housing production. Eligible activities may be part of a larger planning effort (e.g., a comprehensive zoning code update) if proposed activities have not been completed prior to the NOFA date, are distinct, and demonstrate a nexus to accelerating housing production. Eligible activities are not necessarily jurisdiction-wide and may include a smaller geography with a significant impact on housing production. For example, eligible activities may include a housing development-related project with a significant community level impact, or planning or process improvement for a project with an ongoing community impact beyond the project. Eligible activities may include a variety of planning documents and processes, including, but not limited to, the following as set forth in Health and Safety Code section 50515.03(c):

1. Rezoning and encouraging development by updating planning documents and zoning ordinances, such as General Plans, community plans, specific plans, implementation of sustainable communities' strategies, and local coastal programs;
2. Completing environmental clearance to eliminate the need for project-specific review;
3. Establishing housing incentive zones or other area-based housing incentives beyond State Density Bonus Law such as a workforce housing opportunity zone pursuant to Article 10.10 (commencing with Section 65620) of Chapter 3 of Division 1 of Title 7 of the Government Code, or a housing sustainability district pursuant to Chapter 11 (commencing with Section 66200) of Division 1 of Title 7 of the Government Code;
4. Performing infrastructure planning, including for sewers, water systems, transit, roads, or other public facilities necessary to support new housing and new residents;
5. Planning documents to promote development of publicly-owned land, such as partnering with other local entities to identify and prepare excess or surplus property for residential development;
6. Revamping local planning processes to speed up housing production;
7. Developing or improving an accessory dwelling unit ordinance in compliance with Section 65852.2 of the Government Code;
8. Planning documents for a smaller geography (less than jurisdiction-wide) with a significant impact on housing production, including an overlay district, project level specific plan, or development standards modifications proposed for significant areas of a locality, such as corridors, downtown or priority growth areas;

9. Rezoning to meet requirements pursuant to Gov. Code Section 65583(c)(1), and other rezoning efforts to comply with Housing Element requirements, including Gov. Code Section 65583.2(c) (AB 1397, Statutes of 2018);
10. Upzoning or other implementation measures to intensify land use patterns in strategic locations, such as close proximity to transit, jobs or other amenities;
11. Rezoning for multifamily housing in high resource areas (according to Tax Credit Allocation Committee/Housing Community Development Opportunity Area Maps);
12. Establishing pre-approved architectural and site plans;
13. Preparing and adopting Housing Elements of the General Plan that include an implementation component to facilitate compliance with the sixth cycle RHNA;
14. Adopting planning documents to coordinate with suballocations under Regional Early Action Planning Grants (REAP) pursuant to Health and Safety Code Section 50515.02(f) that accommodate the development of housing and infrastructure, and accelerate housing production in a way that aligns with state planning priorities, housing, transportation equity and climate goals, including hazard mitigation or climate adaptation;
15. Zoning for by-right supportive housing, pursuant to Gov. Code section 65651 (Chapter 753, Statutes of 2018);
16. Zoning incentives for housing for persons with special needs, including persons with developmental disabilities;
17. Planning documents related to carrying out a local or regional housing trust fund;
18. Environmental hazard assessments; data collection on permit tracking; feasibility studies, site analysis, or other background studies that are ancillary (e.g., less than 15 percent of the total grant amount) and part of a proposed activity with a nexus to accelerating housing production; and
19. Other planning documents or process improvements that demonstrate an increase in housing related planning activities and facilitate accelerating housing production; and
20. Establishing Prohousing Policies, as follows:

Prohousing Policies

The Department encourages applicants to consider LEAP funds to facilitate designation as a Prohousing jurisdiction.

The 2019-20 Budget Act requires the Department to develop the Prohousing designation emergency regulations by no later than July 1, 2021. This program will allow the Department to designate jurisdictions as "Prohousing," when they demonstrate policies and strategies to accelerate housing production. In turn, Prohousing jurisdictions will be awarded additional points or preference in programs such as the Affordable Housing and Sustainable Communities (AHSC), Transformative Climate Communities (TCC), Infill Infrastructure Grant (IIG) programs and other state funding programs. The Department anticipates developing emergency regulations and Prohousing designations prior to July 1, 2021, and will seek to designate jurisdictions prior to future rounds of AHSC, TCC and IIG

programs.

Pursuant to Gov. Code Section 65589.9(f)(2), "Prohousing" policies mean policies that facilitate the planning, approval, or construction of housing. These policies may include, but are not limited to, the following:

- A. Planning for local financial incentives for housing, including, but not limited to, establishing a local housing trust fund;
- B. Reducing parking requirements for sites that are zoned for residential development;
- C. Adoption of zoning allowing for use by right for residential and mixed-use development;
- D. Zoning more sites for residential development or zoning sites at higher densities than is required to accommodate the minimum existing RHNA for the current Housing Element cycle;
- E. Adoption of accessory dwelling unit ordinances or other mechanisms that reduce barriers for property owners to create accessory dwelling units beyond the requirements outlined in Section 65852.2, as determined by the Department;
- F. Process improvements that reduce permit processing time;
- G. Creating of objective development standards;
- H. Studies and implementing actions that reduce development impact fees; and
- I. Establishing a Workforce Housing Opportunity Zone, as defined in Section 65620, or a housing sustainability district, as defined in Section 66200."

VIII. Ineligible Activities

1. Activities unrelated to preparation and adoption of planning documents, and process improvements to accelerate housing production and facilitate compliance to implement the sixth cycle of the RHNA;
2. Activities that obstruct or hinder housing production, e.g., moratoriums, downzoning, planning documents with conditional use permits that significantly impact supply, cost, approval certainty and timing, planned development, or other similarly constraining processes; and
3. Project specific planning documents that do not have a significant impact on accelerating housing production or significant community level or re-occurring benefit beyond the project.
4. The Department may consider proposals that are combined with larger proposals that have a positive housing component and the net effect on accelerating housing production is significant. For example, an applicant may propose combining an open-space designation, downzoning, or anti-displacement measures with by-right upzoning that has a significant net gain in housing capacity.

IX. Eligible Uses

1. Grant funds may cover the costs of temporary staffing or consultant needs associated with eligible activities;
2. Grant funds shall be used for the costs of preparing and adopting the proposed activity;
3. A jurisdiction that receives funds under this Program may use a subcontractor. The subcontract shall provide for compliance with all the requirements of the Program. The subcontract shall not relieve the jurisdiction of its responsibilities under the Program;
4. Eligible expenditures may be incurred and expended for the project(s) subject to the terms and conditions of the Standard Agreement; and
5. Only approved and eligible costs incurred for work after the NOFA date, continued past the date of the Standard Agreement, and completed during the grant term, will be reimbursable.

X. Ineligible Uses

1. Program grant funds may not be used for administrative costs of persons employed by the grantee for activities not directly related to the preparation and adoption of the proposed activity;
2. No more than 5 percent of the grant amount may be used for administrative costs for any proposed use, to be approved by the Department upon disbursement; and
3. Approved and eligible costs incurred prior to the NOFA date are ineligible.

XI. Application Requirements

Until July 1, 2020, a jurisdiction may request an allocation of funds pursuant to this section by submitting a complete application to the Department that demonstrates:

1. A budget, including timelines, deliverables, sub-steps and adoption, that demonstrates funds will be utilized for eligible activities and uses;
2. How proposed activities will increase housing planning and facilitate accelerating local housing production;
3. Completed or proposed activities consistent with the state or other planning priorities; and
4. All other required information contained in the Department's application

Applicants will demonstrate consistency with these requirements utilizing the forms and manner prescribed in the Department application.

Accelerating Housing Production: Applicants must propose and document plans or processes that increase housing planning and facilitate accelerating local housing production. The application must demonstrate a significant positive effect on accelerating housing production through timing, cost, approval certainty, entitlement streamlining, feasibility, infrastructure capacity, or impact on housing

supply and affordability. An application must include an explanation and documentation of the nexus to accelerating housing production based on a reasonable and verifiable methodology and must utilize the Department's form (see the Department's application). A verifiable methodology may include a statement of support from a non-profit or for-profit developer that is active in the locality.

State and Other Planning Priorities: Consistency with state or other planning priorities may be demonstrated through proposed activities in the application **OR** activities that were completed within the last five years. Applicants must self-certify utilizing the Department's form (see Department's application).

XII. Application Submission Requirements

In order to be eligible for grant funding, an applicant must submit a completed, signed original application and an electronic copy on CD or USB flash drive. Applications will be accepted on an OTC basis as of the date of this NOFA through July 1, 2020. The Department encourages early applications and will accept applications post-marked by the July 1, 2020 deadline. Applicants may utilize various carrier services, such as the U.S. Postal Service, UPS, FedEx, or other carrier services. All applications must be submitted to the Department at the following address:

**California Department of Housing and Community Development
Division of Housing Policy Development
2020 West El Camino Ave, Suite 500
Sacramento, CA 95833**

Applications must be on Department forms and cannot be altered or modified by the applicant. Program applications and forms are available on the Department's website located at <https://www.hcd.ca.gov/grants-funding/active-funding/leap.shtml>.

XIII. Application Review

1. The Program will not utilize a competitive process to award funds.
2. Funds will be available to eligible applicants on a rolling OTC basis that begins as of the date of this NOFA and ends July 1, 2020.
3. An application form will be available upon release of the NOFA and will include forms to demonstrate meeting eligibility requirements such as, among other forms, a resolution, a proposed budget and timeline table and self-certified attachments demonstrating a nexus to housing production and consistency with state planning and other priorities;
4. Applications will first be reviewed for, among other things, completeness, eligibility requirements, and accuracy;
5. In order to be considered complete, an application must contain requested

- information and supporting documentation where appropriate;
6. All applications must meet the eligibility requirements as specified in this NOFA;
 7. If the application is ineligible, it will not be considered for funding, but may be amended and resubmitted;
 8. The Department may request additional information to complete and approve the application for funding;
 9. Applications recommended for funding are subject to conditions specified by the Department;
 10. Applications will be reviewed within 30 days from the date the Department receives the application; and
 11. All applicants not meeting the eligibility requirements will be informed within 30 days from the date the Department receives the application.

XIV. Award Letter and Standard Agreement

Successful applicants will receive an Award Letter from the Department and will be awarded funds. Applicants will enter into a state Standard Agreement (Standard Agreement) for distribution of funds. The Standard Agreement process will specify, among other things, the amount of funds granted, timeline for expenditure of funds, and the approved use of funds. Expenditure report dates and other requirements will also be identified in the Standard Agreement.

XV. Appeals

1. Basis of Appeals:
 - A. Upon receipt of the Department's notice deeming an application incomplete or ineligible, applicants under this NOFA may appeal such decision(s) to the Department Director.
 - B. The decision of the Director is final and not subject to further administrative or judicial review.
 - C. No applicant shall have the right to appeal a decision of the Department relating to another applicant's eligibility, award, denial of award, or any other related matter.
2. Appeals Process and Deadlines:
 - A. Process. In order to lodge an appeal, applicants must submit to the Director by the deadline set forth in subsection (b) below, a written appeal which states all relevant facts, arguments, and evidence upon which the appeal is based. No new or additional information will be accepted. Once the written appeal is submitted to the Director, no further information or materials is required to be accepted or considered thereafter. Appeals are to be submitted to the Director at following address:

California Department of Housing and Community Development
Division of Housing Policy Development
2020 W. El Camino Avenue, Suite 500
Sacramento, California 95833
EarlyActionPlanning@hcd.ca.gov

The Director will accept appeals delivered through a carrier service such as the U.S. Postal Service, UPS, Fed-Ex, or other carrier services that provide date stamp verification of delivery. Deliveries must be received during the Department's weekday (non-state holiday) business hours of 9:00 a.m. to 5:00 p.m. Pacific Standard Time. Additionally, emails to the email address listed above will be accepted if the email time stamp is prior to the appeal deadline.

B. Filing Deadline. Appeals must be received by the Director no later than (5) five business days from the date of the Department's determination.

3. Decision:

Any request to amend the Department's decision shall be reviewed for compliance with this NOFA and its application. The Director shall render his/her decision in writing within fifteen (15) business days of receipt of the applicant's written appeal. The decision of the Director shall be the Department's final decision, and shall not be appealable to any court or tribunal.

XVI. Administration

1. Grant Execution and Term

- A. The Department will notify the grantee if they have been selected for a grant award;
- B. After the Standard Agreement has been drawn, the grantee will be provided instructions for signing all required documents. The grantee must submit all supporting materials and a signed Standard Agreement within the timeline provided in the instructions, or risk forfeiting the grant award;
- C. The grant term begins on the day the Department and the grantee have fully executed the Standard Agreement. The Department will notify the grantee and partners when work may proceed under the agreement. However, eligible activities that are approved by the Department may be retroactively reimbursed to the date of the NOFA; and
- D. The end of the grant term will be determined by the state based on the availability of grant funds and the administrative requirements for liquidation.

2. Payment and Accounting of Grant Funds

- A. Grant funds cannot be disbursed until the Standard Agreement has been fully executed;
- B. The grantee will be responsible for compiling and submitting all invoices and reporting documents. Grantees will submit for reimbursements to the Department based on actual cost incurred;
- C. The grantee must bill the state based on clear deliverables outlined in the Standard Agreement or budget timeline. Only approved and eligible costs incurred for work after the NOFA date, continued past the date of the Standard Agreement, and completed and processed prior to the expenditure deadline, will be reimbursable. Approved and eligible costs incurred prior to the NOFA date are ineligible;
- D. Work must be completed prior to requesting reimbursement;
- E. Grant fund payment will be made on a reimbursement basis; advance payments are not allowed. The grantee and partners must have adequate cash flow to pay all grant-related expenses prior to requesting reimbursement from the Department. Project invoices will be submitted to the Department by the grantee on a quarterly basis;
- F. In unusual circumstances, the Department may consider alternative arrangements to reimbursement and payment methods based on documentation demonstrating cost burdens, including the inability to pay for work;
- G. Supporting documentation may include, but is not limited to: receipts, progress payments, subcontractor invoices, time cards, etc.;
- H. Invoices must be accompanied by reporting materials where appropriate. Invoices without the appropriate reporting materials will not be paid. The Department may withhold 10 percent of the grant until grant terms have been fulfilled; and
- I. Each recipient of funds under the Program shall expend those funds no later than December 31, 2023.

3. Accounting Records and Audits

- A. The grantee must establish a separate ledger account for receipts and expenditures of grant funds and maintain expenditure details in accordance with the budget and timeline. Separate bank accounts are not required;
- B. The grantee shall maintain documentation of its normal procurement policy and competitive bid process (including the use of sole source purchasing), and financial records of expenditures incurred during the course of the project, in accordance with generally accepted accounting principles;
- C. The grantee agrees that the state or designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of the Standard Agreement;
- D. The grantee agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated;
- E. Subcontractors employed by the grantee and paid with moneys under the

terms of this Standard Agreement shall be responsible for maintaining accounting records as specified above;

- F. At any time during the term of the Standard Agreement, the Department may perform, or cause to be performed, a financial audit of any and all phases of the award. At the Department's request, the awardee shall provide, at its own expense, a financial audit prepared by a certified public accountant. The State of California has the right to review project documents and conduct audits during project implementation and over the project life;
- G. The Department may request additional information, as needed, to meet other applicable audit requirements; and
- H. The Department may monitor expenditures and activities of an applicant, as the Department deems necessary, to ensure compliance with Program requirements.

4. Remedies of Nonperformance

- A. In the event that it is determined, at the sole discretion of the state, that the grantee is not meeting the terms and conditions of the Standard Agreement, immediately upon receiving a written notice from the Department to stop work, the grantee shall cease all work under the Standard Agreement. The Department has the sole discretion to determine that the grantee meets the terms and conditions after a stop work order, and to deliver a written notice to the grantee to resume work under the Standard Agreement;
- B. Both the grantee and the Department have the right to terminate the Standard Agreement at any time upon 30 days written notice. The notice shall specify the reason for early termination and may permit the grantee or the Department to rectify any deficiency(ies) prior to the early termination date. The grantee will submit any requested documents to the Department within 30 days of the early termination notice; and
- C. There must be a strong implementation component for the funded activity through this Program, including, where appropriate, agreement by the locality to formally adopt the completed planning document. Localities that do not formally adopt the funded activity could be subject to repayment of the grant.
- D. The Department may, as it deems appropriate or necessary, request the repayment of funds from an applicant, or pursue any other remedies available to it by law for failure to comply with Program requirements (Health and Safety Code section 50515.04(e)).

5. Reporting

- A. At any time during the term of the Standard Agreement, the Department may request a performance report that demonstrates satisfaction of all requirements identified in the Standard Agreement with emphasis on eligible activities, eligible uses, ineligible uses, and expenditures, according to timelines and budgets referenced in the Standard Agreement;
- B. Awardees shall submit a report, in the form and manner prescribed by

the Department, to be made publicly available on its internet website, by April 1 of the year following the receipt of those funds, and annually thereafter until those funds are expended, that contains the following information:

- The status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction; and
 - A summary of building permits, certificates of occupancy, or other completed entitlements issued by entities within the region, or by the jurisdiction, as applicable.
- C. The awardee must, in lieu of a separate report, provide the above described information as part of its annual report pursuant to Gov. Code Section 65400;
- D. The Department may request additional information, as needed, to meet other applicable reporting requirements;
- E. Upon completion of all deliverables within the Standard Agreement, the awardee shall submit a close out report. See Attachment 1; and
- F. The Department shall maintain records of the following and provide that information publicly on its internet website:
- The name of each applicant for Program funds and the status of that entity's application;
 - The number of applications for Program funding received by the Department; and
 - The information described in 5(B) above for each recipient of Program funds.

XVII. Right to Modify or Suspend the NOFA, and Final Decision-making

The Department reserves the right, at its sole discretion, to suspend, amend, or modify the provisions of this NOFA at any time, including, without limitation, the amount of funds available hereunder. If such an action occurs, the Department will notify all interested parties and will post the revisions to the Department's website. You may subscribe to the Department's email list here:

http://www.hcd.ca.gov/HCD_SSI/subscribe-form.html.

Further, the Department's decision to approve or deny an application or request for funding pursuant to the Program, and its determination of the amount of funding to be provided, shall be final.

XVIII. Definitions

All terms not defined below shall, unless their context suggests otherwise, be interpreted in accordance with the meanings of terms described in Health and Safety Code section 50470.

- A. "Accelerating Housing Production" means improving the timing, cost, feasibility, approval and amount of development through various mechanisms such as zoning incentives (e.g., increased density and heights, reduced parking requirements), upzoning, zoning amendments to permit residential in non-residential zones, corridor planning, development standards modifications, non-discretionary review, financing strategies, sliding scale fee modifications, facilitating adequate infrastructure to support development, approval streamlining that addresses quickness and ease of entitlements, and other mechanisms that promote production or remove or mitigate regulatory barriers.
- B. "Affordability" means a housing unit that satisfies at least one of the following criteria:
 - 1. It is available at an "affordable rent" as that term is used and defined in Section 50053 of the Health & Safety Code;
 - 2. It is offered at an "affordable housing cost", as that term is used and defined in Section 50052.5 of the Health & Safety Code; or
 - 3. It is available at an "affordable rent" or an "affordable housing cost" according to the alternative percentages of income for agency-assisted rental and cooperative housing developments pursuant to Department regulations adopted under Health and Safety Code section 50462(f).
- C. "Annual Progress Report" (APR) means the annual report required to be submitted to the Department pursuant to paragraph (2) of subdivision (a) of Section 65400 of the Government Code.
- D. "Completed entitlement" means a housing development project that has received all the required land use approvals or entitlements necessary for the issuance of a building permit and for which no additional action, including environmental review or appeals, is required to be eligible to apply for and obtain a building permit.
- E. "Council of governments" means a single or multicounty council created by a joint powers agreement pursuant to Chapter 5 (commencing with Section 6500) of Division 7 of Title 1 of the Government Code that is responsible for allocating regional housing need pursuant to Sections 65584, 65584.04, and 65584.05 of the Government Code.
- F. "Department" means the California Department of Housing and Community Development.

G. "Housing" means any development that satisfies both of the following criteria:

1. At least two-thirds of the square footage of the development must be designated for residential use; and
2. Includes a house, an apartment, a mobile home or trailer, a group of rooms, or a single room that is occupied as separate living quarters, or, if vacant, is intended for occupancy as separate living quarters. Separate living quarters are those in which the occupants live separately from any other individuals in the building, and which have a direct access from the outside of the building, or through a common hall.

Note: accessory dwelling units (ADU) and junior accessory dwelling units (JADU) pursuant to Gov. Code sections 65852.2 and 65852.22 meet the definition above.

- H. "Housing Element" or "element" means the Housing Element of a community's General Plan, as required pursuant to subdivision (c) of Section 65302 of the Government Code and prepared in accordance with Article 10.6 (commencing with Section 65580) of Chapter 3 of Division 1 of Title 7 of the Government Code.
- I. "Jurisdiction" means any city, including a charter city, county, including a charter county or city and county, including a charter city and county.
- J. "Local government" or "Locality" means any city, including a charter city, county, including a charter county or city and county, including a charter city and county.
- K. "Objective zoning standard", "objective subdivision standard", and "objective design review standard" means standards that involve no personal or subjective judgment by a public official, and are uniformly verifiable by reference to an external and uniform benchmark or criterion available, and knowable by both the development applicant or proponent and the public official prior to submittal. "Objective design review standards" means only objective design standards published and adopted by ordinance or resolution by a local jurisdiction before submission of a development application, which are broadly applicable to development within the jurisdiction.
- L. "Other Planning Priorities" means planning, policies, programs or investments to promote housing choices and affordability to lower and moderate income households, the encouragement of conservation of the existing affordable housing stock, and efforts to take into account current and future impacts of climate change, including hazard mitigation.
- M. "Regional housing need assessment" means the existing and projected need for housing for each region, as determined by the Department pursuant to Section 65584.01 of the Government Code.

- N. **“State Planning Priorities”** means priorities which are intended to promote equity, strengthen the economy, protect the environment, and promote public health and safety in the state, including in urban, suburban, and rural communities pursuant to Gov. Code Section 65041.1.

- O. **“Streamlined Housing Production”** means improving the entitlement process through actions such as removing, mitigating or minimizing local regulatory requirements, reforming the local approval process to reduce processing times, the number of local discretionary approvals and permits needed for projects, improving approval certainty, establishing non-discretionary processes, modifying development standards, such as reducing parking requirements and increasing height limits, or other efforts, such as taking the fullest advantage of existing streamlining mechanisms provided in state law.

Attachment 1

Close Out Reporting Form

LEAP Grant Close Out Reporting Template

Brief Summary

- Overview of the project
- Project start date and duration
- Project goals and relevance to LEAP goals
- Quantified outcomes

Lead Agency and Partnerships

- List lead agency and partnerships (including names, titles, organizations, and roles and responsibilities of each)
- What did those collaborative relationships and processes look like?

Drivers

- Did any local, state, or federal legislation or mandates drive the project? (SB 35, AB 1397, etc.)
- Was it a community driven effort?
- Were there additional funding opportunities present?

Engagement Process

- Who were your stakeholders?
- What did the engagement process look like?
- What role did stakeholders play in the process? (Keep in mind: training, education, council formation, technical assistance, etc.)
- What were the outcomes of the engagement process?

Challenges

- What challenges were encountered?
- What solutions were encountered or created?
- Are there areas for improvement of policy alignment at the state or federal level to help achieve this project more easily?

LEAP Grant Close Out Reporting Template

Outcomes

- What are the current or projected outcomes? Benefits?
- Were outcomes as anticipated?
- Have new opportunities arisen as a result of this project?
- What are the next steps?

Replicability

- What aspects of the project could be replicated in other communities?
- Useful resources and tools? For a specific region or sector?

Additional Resources

- Links to the project itself
- Links to resources used throughout and any other relevant resources

Further Information

- Who can be reached to ask more questions about this project?
- Name
- Number and/or email

Local Early Action Planning Grant Application



**State of California
Governor Gavin Newsom**

**Alexis Podesta, Secretary
Business, Consumer Services and Housing Agency**

**Doug McCauley, Acting Director
Department of Housing and Community Development**

**Zachary Olmsted, Deputy Director
Department of Housing and Community Development
Housing Policy Development**

2020 West El Camino, Suite 500
Sacramento, CA 95833

Website: <https://www.hcd.ca.gov/grants-funding/active-funding/leap.shtml>

Email: EarlyActionPlanning@hcd.ca.gov

January 27, 2020

LEAP Application Packaging Instructions

The applicant is applying to the Department of Housing and Community Development (Department) for a grant authorized underneath the Local Early Action Planning Grants (LEAP) provisions pursuant to Health and Safety Code Sections 50515 through 50515.05. LEAP provides funding to jurisdictions for the preparation and adoption of planning documents, process improvements that accelerate housing production and facilitate compliance in implementing the sixth cycle of the regional housing need assessment. If you have questions regarding this application or LEAP, email earlyactionplanning@hcd.ca.gov.

If approved for funding, the LEAP application is incorporated as part of your Standard Agreement with the Department. In order to be considered for funding, all sections of this application, including attachments and exhibits if required, must be complete and accurate.

All applicants must submit a complete, signed, original application package and digital copy on CD or USB flash drive to the Department and postmarked by the specified due date in the NOFA. Applicants will demonstrate consistency with LEAP requirements by utilizing the following forms and manner prescribed in this application.

- Pages 3 through 14 constitute the full application (save paper, print only what is needed)
- Attachment 1: Project Timeline and Budget: Including high-level tasks, sub-tasks, begin and end dates, budgeted amounts, deliverables, and adoption and implementation dates.
- Attachment 2: Nexus to Accelerating Housing Production
- Attachment 3: State and Other Planning Priorities
- Attachment 4: Required Resolution Template
- Government Agency Taxpayer ID Form (available as a download from the LEAP webpage located at <https://www.hcd.ca.gov/grants-funding/active-funding/leap.shtml>)
- If the applicant is partnering with another local government or other entity, include a copy of the legally binding agreement; and
- Supporting documentation (e.g., letters of support, scope of work, project timelines, etc.)

Pursuant to Section XII of the LEAP 2020 Notice of Funding Availability (NOFA), the application package must be postmarked on or before July 1, 2020, and received by the Department at the following address:

**Department of Housing and Community Development
Division of Housing Policy Development
2020 West El Camino Ave, Suite 500
Sacramento, CA 95833**

A. Applicant Information and Certification

Applicant (Jurisdiction)		City of South Gate	
Applicant's Agency Type		Local Government	
Applicant's Mailing Address		8650 California Avenue	
City		South Gate	
State	California	Zip Code	90280
County		Los Angeles	
Website		https://www.cityofsouthgate.org/	
Authorized Representative Name		Michael Flad	
Authorized Representative Title		City Manager	
Phone	(323) 563-9503	Fax	
Email	mflad@sogate.org		
Contact Person Name		Dianne N. Guevara / Joe Perez	
Contact Person Title		Management Analyst / Community Development Director	
Phone	(323) 563-9535	Fax	
Email	dguevara@sogate.org / jperez@sogate.org		
Proposed Grant Amount	\$	300,000	

Pursuant to Health and Safety Code Section 50515.03 through (d) of the Guidelines, all applicants must meet the following two requirements to be eligible for an award:

1. Does the application demonstrate a nexus to accelerating housing production as shown in Attachment 2?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2. Does the application demonstrate that the applicant is consistent with State Planning or Other Priorities shown in Attachment 3?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Is a fully executed resolution included with the application package?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Does the address on the Government Agency Taxpayer ID Form exactly match the address listed above?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Is the applicant partnering with another eligible local government entity? If Yes, provide a fully executed copy of the legally binding agreement.	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

As the official designated by the governing body, I hereby certify that if approved by HCD for funding through the Local Early Action Planning Program (LEAP), the City of South Gate assumes the responsibilities specified in the Notice of Funding Availability and certifies that the information, statements and other contents contained in this application are true and correct.

Signature: _____ Name: Michael Flad

Date: _____ Title: City Manager

B. Proposed Activities Checklist

Check all activities the locality is undertaking. Activities must match the project description.		
1	<input type="checkbox"/>	Rezoning and encouraging development by updating planning documents and zoning ordinances, such as general plans, community plans, specific plans, implementation of sustainable communities' strategies, and local coastal programs
2	<input type="checkbox"/>	Completing environmental clearance to eliminate the need for project-specific review
3	<input type="checkbox"/>	Establishing housing incentive zones or other area based housing incentives beyond State Density Bonus Law such as a workforce housing opportunity zone pursuant to Article 10.10 (commencing with Section 65620) of Chapter 3 of Division 1 of Title 7 of the Government Code or a housing sustainability district pursuant to Chapter 11 (commencing with Section 66200) of Division 1 of Title 7 of the Government Code
4	<input type="checkbox"/>	Performing infrastructure planning, including for sewers, water systems, transit, roads, or other public facilities necessary to support new housing and new residents
5	<input type="checkbox"/>	Planning documents to promote development of publicly owned land such as partnering with other local entities to identify and prepare excess or surplus property for residential development
6	<input checked="" type="checkbox"/>	Revamping local planning processes to speed up housing production
7	<input type="checkbox"/>	Developing or improving an accessory dwelling unit ordinance in compliance with Section 65852.2 of the Government Code
8	<input type="checkbox"/>	Planning documents for a smaller geography (less than jurisdiction-wide) with a significant impact on housing production including an overlay district, project level specific plan, or development standards modifications proposed for significant areas of a locality, such as corridors, downtown or priority growth areas
9	<input type="checkbox"/>	Rezoning to meet requirements pursuant to Government Code Section 65583(c)(1) and other rezoning efforts to comply with housing element requirements, including Government Code Section 65583.2(c) (AB 1397, Statutes of 2018)
10	<input type="checkbox"/>	Upzoning or other implementation measures to intensify land use patterns in strategic locations such as close proximity to transit, jobs or other amenities
11	<input checked="" type="checkbox"/>	Rezoning for multifamily housing in high resource areas (according to Tax Credit Allocation Committee/Housing Community Development Opportunity Area Maps); Establishing Pre-approved architectural and site plans
12	<input type="checkbox"/>	Preparing and adopting housing elements of the general plan that include an implementation component to facilitate compliance with the sixth cycle RHNA
13	<input type="checkbox"/>	Adopting planning documents to coordinate with suballocations under Regional Early Action Planning Grants (REAP) that accommodate the development of housing and infrastructure and accelerate housing production in a way that aligns with state planning priorities, housing, transportation equity and climate goals, including hazard mitigation or climate adaptation
14	<input type="checkbox"/>	Zoning for by-right supportive housing, pursuant to Government Code section 65651 (Chapter 753, Statutes of 2018)
15	<input type="checkbox"/>	Zoning incentives for housing for persons with special needs, including persons with developmental disabilities
16	<input type="checkbox"/>	Planning documents related to carrying out a local or regional housing trust fund
17	<input type="checkbox"/>	Environmental hazard assessments; data collection on permit tracking; feasibility studies, site analysis, or other background studies that are ancillary (e.g., less than 15% of the total grant amount) and part of a proposed activity with a nexus to accelerating housing production
18	<input checked="" type="checkbox"/>	Other planning documents or process improvements that demonstrate an increase in housing related planning activities and facilitate accelerating housing production
19	<input type="checkbox"/>	Establishing Prohousing Policies

C. Project Description

*Provide a description of the project and each activity using the method outlined below, and ensure the narrative speaks to **Attachment 1: Project Timeline and Budget**.*

- a. Summary of the Project and its impact on accelerating production*
- b. Description of the tasks and major sub-tasks*
- c. Summary of the plans for adoption or implementation*

Please be succinct and use Appendix A or B if more room is needed.

A. Summary of the Project and its impact on accelerating production.

Residential Design Standards and ADU Prototypes. The City of South Gate (City) wishes to use the LEAP grant funds to resolve uncertainty, eliminate subjective discretion in the entitlement process for residential projects, and facilitate the construction of housing.

Residential Design Standards: The City believes that a significant benefit can be achieved by developing Residential Design Standards, that will be codified in the Zoning Code as development standards for single-family, multi-family and mixed-use residential projects as well as ADUs. Currently, the City uses discretionary design guidelines, which has frustrated both the applicant and City in delivering new housing with the appropriate contextual relationship to the neighborhoods. By developing and adopting design standards, the applicant and City will have black-and-white codes by which to entitle new housing projects, taking the guess work out of the entitlement process and reducing permitting time by as much as 90-120 days.

Accessory Dwelling Unit Prototypes: The City wishes to further assist the home owners, who are interested in constructing a detached Granny Unit or ADU, but are unfamiliar with the zoning and building codes. The City will provide, as an option to the homeowner, a selection of 3 prototypical designs for Accessory Dwelling Units (ADU) from which to choose from. Prototype architectural plans for detached ADUs have the potential to save the property owner money, expedite the permit process, and result in well-designed ADUs. The plans will be for studio, one-bedroom, and two-bedroom units, ranging in size between 400 square feet to 1,000 square feet. By providing this option of pre-reviewed architectural and construction-level plans, the entitlement and permitting time can be reduced by as much as 60 to 120 days. Both of these LEAP-funded activities will greatly facilitate the process of entitling and permitting housing affordable to all segments of the population.

Gateway Cities Council of Governments. Also, the City is sharing one percent of its grant funds with the Gateway Cities Council of Governments (GCCOG). The City of South Gate is located in the Gateway Cities region of Southeast Los Angeles County. The Gateway Cities are a collection of 27 cities and various unincorporated communities with a population of 2.1 million people, including 16 cities with a higher population density than the City of Los Angeles. Housing expertise is needed at the

(continued on Appendices A and B)

D. Legislative Information

District	#	Legislator Name
Federal Congressional District	44	Nanette Barragan
		Local Office: 302 W. Fifth St, Suite 201 San Pedro, CA 90731
		(310) 831-1799
		Capitol Office: 1030 Longworth House Office Building Washington, DC 20515
State Assembly District	63	Anthony Rendon
		Local Office: 4909 Lakewood Blvd., Suite 400 Lakewood, CA 90712
		562) 529-3250
		Capitol Office: State Capitol, Room 219 Sacramento, CA 95814 (916) 319-2063
State Senate District	33	Lena A. Gonzalez
		Local Office: 6550 Miles Ave., 2nd Floor Huntington Park, CA 90255
		(323) 277-4560
		Capitol Office: State Capitol, Room 2068 Sacramento, CA 95814 (916) 651-4033

Applicants can find their respective State Senate representatives at <https://www.senate.ca.gov/>, and their respective State Assembly representatives at <https://www.assembly.ca.gov/>.

Attachment 1: Project Timeline and Budget: (if more room is needed, duplicate Attachment 1 or add attachment labeled Attachment 1A)

Task	Est. Cost	Begin	End	Deliverable	Notes
Project Management	32,500	9/1/20	12/30/21	Meeting Notes, Schedules	Contract Planner
Research & Data Gathering	20,000	9/1/20	12/15/20	Memorandums	Design Consultant
Community Engagement	30,000	10/15/20	2/15/21	Community Engagement Report	Design Consultant
Prelim Resid Design Standards	40,000	12/1/20	3/15/21	Prelim Design Standards	Design Consultant
Prelimin ADU Prototypes	25,000	2/1/21	3/15/21	Prelim ADU Prototypes	Design Consultant
Public Review Draft Resid Design Std's	20,000	4/15/21	5/15/21	Public Review Design Standards	Design Consultant
Public Review Draft ADU Prototypes	15,000	4/15/21	5/15/21	Public Review ADU Prototypes	Design Consultant
CEQA: MND	70,000	2/15/21	5/15/21	MND	Design Consultant
Adopt Resid Design Standards	20,000	6/15/21	9/15/21	Resid Design Standards chapter	Design Consultant
Adopt ADU Prototype	16,000	6/15/21	9/15/21	ADU Prototypes (3)	Design Consultant
Hire COG staff person on LEAP subject	3,000	7/1/20	12/31/20	Onboarding contract with staff	Gateway Cities COG
Project Contingency	8,500	7/1/20	12/30/21	Final Report, memo, meeting notes	Contract Planner/Design Consultant
					City reserves the right to reallocate grant funds between budget line items within the max LEAP award \$300,000 budget.
					Costs in excess of \$300,000 shall be paid from Non-LEAP funds ie. to be paid from City revenue sources.
Total Projected Cost \$	\$300,000				

Include high-level tasks, major sub-tasks (Drafting, Outreach, Public Hearings and Adoption), budget amounts begin and end dates and deliverables. If other funding is used, please note the source and amount in the Notes section.

Attachment 2: Application Nexus to Accelerating Housing Production

Applicants shall demonstrate how the application includes a nexus to accelerating housing production by providing data regarding current baseline conditions and projected outcomes such as a reduction in timing, lower development costs, increased approval certainty, increases in number of entitlements, more feasibility, or increases in capacity. An expected outcome should be provided for each proposed deliverable. If necessary, use Appendix B to explain the activity and its nexus to accelerating housing production.

Select at least one	*Baseline	**Projected	***Difference	Notes
Timing (e.g., reduced number of processing days)				
Development cost (e.g., land, fees, financing, construction costs per unit)				
Approval certainty and reduction in discretionary review (e.g., prior versus proposed standard and level of discretion)	5 mo - 9 mo	3 mo- 5 mo	60/90-120 days	Time savings due to development of design standards and pre-reviewed ADU prototype construction
Entitlement streamlining (e.g., number of approvals)				
Feasibility of development				
Infrastructure capacity (e.g., number of units)				
Impact on housing supply and affordability (e.g., number of units)				

*** Baseline – Current conditions in the jurisdiction (e.g. 6-month development application review, or existing number of units in a planning area)**

****Projected – Expected conditions in the jurisdiction because of the planning grant actions (e.g. 2-month development application review)**

*****Difference – Potential change resulting from the planning grant actions (e.g., 4-month acceleration in permitting, creating a more expedient development process)**

Attachment 3: State and Other Planning Priorities Certification (Page 1 of 3)

Applicants must demonstrate that the locality is consistent with State Planning or Other Planning Priorities by selecting from the list below activities that are proposed as part of this application or were completed within the last five years. Briefly summarize the activity and insert a date of completion.

State Planning Priorities

Date of Completion	Brief Description of the Action Taken
Promote Infill and Equity	
<i>Rehabilitating, maintaining, and improving existing infrastructure that supports infill development and appropriate reuse and redevelopment of previously developed, underutilized land that is presently served by transit, streets, water, sewer, and other essential services, particularly in underserved areas.</i>	
6/30/18	Annual upgrades to storm drain infrastructure to improve drainage conditions in the areas that can potentially be used for new housing. This is annually reported.
<i>Seek or utilize funding or support strategies to facilitate opportunities for infill development.</i>	
<i>Other (describe how this meets subarea objective)</i>	
Promote Resource Protection	
<i>Protecting, preserving, and enhancing the state's most valuable natural resources, including working landscapes such as farm, range, and forest lands; natural lands such as wetlands, watersheds, wildlife habitats, and other wildlands; recreation lands such as parks, trails, greenbelts, and other open space; and landscapes with locally unique features and areas identified by the state as deserving special protection.</i>	
12/22/15	South Gate secured ownership and funding to develop an innovative "Urban Orchard" project that will add a new 30-acre park along the LA River.
<i>Actively seek a variety of funding opportunities to promote resource protection in underserved communities.</i>	
<i>Other (describe how this meets subarea objective)</i>	
Encourage Efficient Development Patterns	
<i>Ensuring that any infrastructure associated with development, other than infill development, supports new development that does the following:</i>	
<i>(1) Uses land efficiently.</i>	

Attachment 3: State and Other Planning Priorities Certification (Page 2 of 3)

(2) Is built adjacent to existing developed areas to the extent consistent with environmental protection.

(3) Is located in an area appropriately planned for growth.

(4) Is served by adequate transportation and other essential utilities and services.

6/27/17 Adopted the Hollydale Specific Plan, located in a transit-rich area including the planned West Santa Ana Branch transit line

(5) Minimizes ongoing costs to taxpayers.

Other (describe how this meets subarea objective)

Other Planning Priorities

Affordability and Housing Choices

Incentives and other mechanisms beyond State Density Bonus Law to encourage housing with affordability terms.

Efforts beyond state law to promote accessory dwelling units or other strategies to intensify single-family neighborhoods with more housing choices and affordability.

4/25/17 Adopted Ordinance revising ADU regulation and public fact sheet developed to provide the public with the latest requirements and opportunities

Upzoning or other zoning modifications to promote a variety of housing choices and densities.

Utilizing surplus lands to promote affordable housing choices.

11/12/17 Assembly of privately owned property adjacent to HA owned parcels on 9000 block of Long Beach Blvd. and ENA with Habitat for Humanity

Efforts to address infrastructure deficiencies in disadvantaged communities pursuant to Government Code Section 65302.10.

Other (describe how this meets subarea objective)

Attachment 3: State and Other Planning Priorities Certification (Page 3 of 3)

Conservation of Existing Affordable Housing Stock

Policies, programs or ordinances to conserve stock such as an at-risk preservation ordinance, mobilehome park overlay zone, condominium conversion ordinance and acquisition and rehabilitation of market rate housing programs.

Policies, programs and ordinances to protect and support tenants such as rent stabilization, anti-displacement strategies, first right of refusal policies, resources to assist tenant organization and education and "just cause" eviction policies.

4/30/19 The City completed a study to identify strategies to mitigate the effects of gentrification, which resulted in the City to consider an Inclusionary Housing Ordinance.

Other (describe how this meets subarea objective)

Climate Adaptation

Building standards, zoning and site planning requirements that address flood and fire safety, climate adaptation and hazard mitigation.

Long-term planning that addresses wildfire, land use for disadvantaged communities, and flood and local hazard mitigation.

Community engagement that provides information and consultation through a variety of methods such as meetings, workshops, and surveys and that focuses on vulnerable populations (e.g., seniors, people with disabilities, homeless, etc.).

12/31/18 The City formed a Homeless Task Force to develop strategies to support the homeless population, i.e. during climate conditions that place our vulnerable populations at risk.

Other (describe how this meets subarea objective)

Certification: I certify under penalty of perjury that all information contained in this LEAP State Planning and Other Planning Priorities certification form (Attachment 2) is true and correct.

Certifying Officials Name: Michael Flad

Certifying Official's Title: City Manager

Certifying Official's Signature: _____ Date: _____

Attachment 4: Required Resolution Template

RESOLUTION NO. [insert resolution number]

A RESOLUTION OF THE [INSERT EITHER "CITY COUNCIL" OR "COUNTY BOARD OF SUPERVISORS"] OF [INSERT THE NAME OF THE CITY OR COUNTY] AUTHORIZING APPLICATION FOR, AND RECEIPT OF, LOCAL GOVERNMENT PLANNING SUPPORT GRANT PROGRAM FUNDS

WHEREAS, pursuant to Health and Safety Code 50515 et. Seq, the Department of Housing and Community Development (Department) is authorized to issue a Notice of Funding Availability (NOFA) as part of the Local Government Planning Support Grants Program (hereinafter referred to by the Department as the Local Early Action Planning Grants program or LEAP); and

WHEREAS, the [insert either "City Council" or "County Board of Supervisors"] of [insert the name of the City or County] desires to submit a LEAP grant application package ("Application"), on the forms provided by the Department, for approval of grant funding for projects that assist in the preparation and adoption of planning documents and process improvements that accelerate housing production and facilitate compliance to implement the sixth cycle of the regional housing need assessment; and

WHEREAS, the Department has issued a NOFA and Application on January 27, 2020 in the amount of \$119,040,000 for assistance to all California Jurisdictions;

Now, therefore, the [insert either "City Council" or "County Board of Supervisors"] of [insert the name of the city or county] ("Applicant") resolves as follows:

SECTION 1. The [insert the authorized designee's TITLE ONLY] is hereby authorized and directed to apply for and submit to the Department the Application package;

SECTION 2. In connection with the LEAP grant, if the Application is approved by the Department, the [insert the authorized designee's TITLE ONLY] of the [insert the name of the City or County] is authorized to submit the Application, enter into, execute, and deliver on behalf of the Applicant, a State of California Agreement (Standard Agreement) for the amount of [\$ enter the dollar amount of the Applicant's request], and any and all other documents required or deemed necessary or appropriate to evidence and secure the LEAP grant, the Applicant's obligations related thereto, and all amendments thereto; and

SECTION 3. The Applicant shall be subject to the terms and conditions as specified in the NOFA, and the Standard Agreement provided by the Department after approval. The Application and any and all accompanying documents are incorporated in full as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the Application will be enforceable through the fully executed Standard Agreement. Pursuant to the NOFA and in conjunction with the terms of the Standard Agreement, the Applicant hereby agrees to use the funds for eligible uses and allowable expenditures in the manner presented and specifically identified in the approved Application.

ADOPTED ON [insert the date of adoption], by the [insert either "City Council" or "County Board of Supervisors"] of [insert the name of the City or County] by the following vote count:

AYES: NOES: ABSENT: ABSTAIN:

[Signature of Attesting Officer] ATTEST: APPROVED AS TO FORM:

[Signature of approval] APPROVED

Appendix A

regional level to help reconcile state policies and priorities with local jurisdiction concerns, identify and remove barriers to housing development, and assist cities in meeting housing production goals for the 6th cycle.

In recognition of these needs, the City of South Gate will allocate 1% of its maximum eligible LEAP funds to the Gateway Cities Council of Governments (GCCOG), a Joint Powers Authority of the Gateway Cities Region, to help continue the regional housing planning efforts begun in 2019 by a similar allocation of SB2 Planning Grant funds. Funding will pay for a COG staff member to focus solely on helping cities accelerate housing production, by organizing region-wide housing workshops, creating shared informational resources, and identifying and promoting best practices from inside and outside the region. The funded COG staff position provides necessary housing expertise, and helps Gateway Cities staff better understand affordable housing production, tax credits, land acquisition policies and practices, options for funding, and other relevant topics related to planning and process improvements to accelerate housing production and facilitate compliance with the 6th cycle housing element. Attached to this application is the Joint Powers Agreement October 2007 supporting the establishment of the COG.

B. Description of Tasks. The City is working with a Contract Planner to prepare the LEAP application, who will later assist with project management services. The Residential Design Standards and ADU Prototypes will be completed by a qualified Design Consultant, with experience in residential design, yet to be selected. The major Tasks are as follows:

Residential Design Standards and ADU Prototypes.

- **Research, Data Gathering, and Review of Current Regulations/Procedures:** Design Consultant will review and analyze current city entitlement and permitting procedures and design guidelines.
- **Community Engagement Program:** Design Consultant will develop an inclusive community outreach program to solicit input from community stakeholders. This will be conducted in five focus groups, and three public workshops as well as face-to-face private stakeholder meetings and interviews with development-related city departments.
- **Prepare the Administrative Review Draft, and later, the Public Review Draft of the Residential Design standards and ADU Prototypes:** Design Consultant will prepare draft design standards for all residential zones and ADU prototypes for city staff review and comment. Design Consultant will prepare the Public Review Draft for the CEQA public review period.
- **CEQA Compliance:** The Design Consultant will prepare an Initial Study to determine the appropriate level of CEQA compliance. The City anticipates that an MND will be required. Should an EIR be required, the City will adjust the timeline and use City funds for the additional cost for the EIR document. In no event shall the project be completed after December 2023.

Appendix B

- Develop Final Draft of the Residential Design standards and ADU Prototypes for Planning Commission and City Council Adoption: Design Consultant shall prepare the final draft of the Residential Design Standards and ADU Prototypes for and attend Planning Commission and City Council meetings.
- Prepare Final Residential Design Standards and ADU Prototypes based upon City Council revisions

Gateway Cities Council of Governments

- Fund Staff Position to provide technical assistance and professional services for the production of housing throughout the GCCOG region

C. A summary of the plans for adoption or implementation include the following:

- Residential Design Standards
- ADU Prototypes and Construction-level Drawings
- Zoning Code Amendment and Zoning Map Amendment
- Negative Declaration or Mitigated Negative Declaration
- Gateway Cities COG Onboarding Contract with staff hired for the housing position

DRAFT

RECEIVED

City of South Gate

Item No. 5

JUN 8 2020

CITY COUNCIL

CITY OF SOUTH GATE
OFFICE OF THE CITY MANAGER

AGENDA BILL

6:15pm

For the Regular Meeting of: June 9, 2020

Originating Department: Public Works

Department Director:

Arturo Cervantes

City Manager:

Michael Flad

SUBJECT: AMENDMENT NO. 1 TO CONTRACT NO. 3567 WITH KOA CORPORATION, FOR ADDITIONAL CONSTRUCTION MONITORING SERVICES PROVIDED ON THE SOUTHERN CALIFORNIA GAS COMPANY MAIN PRESSURE UPGRADE PROJECT

PURPOSE: KOA Corporation is under contract to provide construction monitoring services on the Southern California Gas Company's (SoCalGas) Main Pressure Upgrade Project (Project). Amendment No. 1 is needed to fund additional construction monitoring services that were provided on the Project to complete construction. These services have been fully funded by SoCalGas.

RECOMMENDED ACTIONS:

- a. Approve Amendment No. 1 to Contract No. 3567 with KOA Corporation, for additional construction monitoring services that were provided to complete construction of the Southern California Gas Company (SoCalGas) Main Pressure Upgrade Project, in an amount not-to-exceed \$32,400;
- b. Appropriate \$64,400 in funds received from the SoCalGas and deposited into Revenue Account No. 100-4340 to Account No. 100-701-31-6106 to fund additional construction monitoring services; and
- c. Authorize the Mayor to execute Amendment No. 1 in a form acceptable to the City Attorney.

FISCAL IMPACT: There is no fiscal impact to the General Fund. The services will be fully funded with the \$64,400 in funds received from SoCalGas. Contract No. 3567 and Amendment No. 1 are funded as summarized below:

	SoCal Gas Funds
Contract No. 3567	\$32,000
Amendment No. 1	\$32,400
Revised Contract Amount	\$64,400

ANALYSIS: SoCalGas has completed construction of a project in the City, known as the SoCalGas Main Pressure Upgrade Project. The project upsized an existing 6-inch steel main to an 8-inch plastic main, in the vicinity of Garfield Avenue and Firestone Boulevard. As a part of the encroachment permit issued for the project, the City provided inspection services which SoCalGas funded. The City's inspection services were provided by KOA, under a contract that was awarded administratively.

SoCalGas' initial schedule of work was to complete construction in 50 working days. As such, the contract with KOA was also for 50 working days. SoCalGas extended their construction schedule by 51 working days, for a total of 101 construction days. Consequently, the contract with KOA must also be extended to fund the inspection services that were provided on the project. Amendment No. 1 funds the services provided.

BACKGROUND: On October 30, 2019, three fee proposals were received from the City's On-Call Consultants, for the inspection services for the SoCalGas Main Pressure Upgrade Project, as listed below. KOA was selected for the contract. The selection was based on the lowest submitted fee proposal as all three consultants are qualified to perform the services.

Consultant	Fee Proposal
KOA Corporation	\$32,000
Willdan	\$51,600
Interwest Consulting Group	\$70,000

On December 2, 2019, Contract No. 3567 with KOA Corporation was administratively approved in the amount of \$32,000. The scope of services of the contract included monitoring of traffic control setup, inspection of construction to ensure it is in conformance with the encroachment permit and its conditions, photo-log of the project site, and field administration.

Approval of Amendment No. 1 is needed to fund the additional services that were provided by KOA through the end of construction of the SoCalGas Main Pressure Upgrade Project. The appropriation of the funds received from SoCal Gas is needed to pay for those services.

- ATTACHMENTS:**
- A. Proposed Amendment No. 1
 - B. Contract No. 3567

JR:lc

**AMENDMENT NO. 1 TO CONTRACT NO. 3567
FOR PROFESSIONAL SERVICES FOR CONSTRUCTION MONITORING SERVICES
FOR THE SOCALGAS MAIN PRESSURE UPGRADE PROJECT BETWEEN THE
CITY OF SOUTH GATE AND KOA CORPORATION**

This Amendment No. 1 to Contract No. 3567 for additional Construction Monitoring Services for the SoCalGas Main Pressure Upgrade Project ("Amendment No. 1"), is made and entered into on June 9, 2020, by and between the City of South Gate, a municipal corporation ("City"), and KOA Corporation, a California corporation ("Engineer"). City and Engineer are sometimes hereinafter individually referred to as a "Party" and collectively referred to as "Parties."

RECITALS:

WHEREAS, on December 2, 2019, Contract No. 3567 was administratively approved for Professional Services with KOA Corporation ("Agreement") for construction monitoring services for the SoCalGas Main Pressure Upgrade Project, for a one-year term in an amount not to exceed Thirty-Two Thousand Dollars (\$32,000);

WHEREAS, City and Engineer desire to execute Amendment No. 1 to provide additional construction monitoring services for the SoCalGas Main Pressure Upgrade Project in an amount not to exceed Thirty-Two Thousand Four Hundred Dollars (\$32,400), under the terms and conditions of the Agreement, bringing the aggregate total of the Agreement and Amendment No. 1 to a total sum of Sixty-Four Thousand Four Hundred Dollars (\$64,400); and

WHEREAS, Engineer submitted a cost breakdown and summary as part of its cost proposal for additional construction monitoring services attached hereto as Exhibit "A" and made a part to this Agreement and this Amendment No. 1.

NOW, THEREFORE, THE PARTIES HERETO AGREE AS FOLLOWS:

1. MODIFICATION TO AGREEMENT.

- a. **SCOPE OF WORK.** Engineer agrees to expand its services and perform the tasks identified in Exhibit "A." The Scope of Work may be amended from time to time by way of a written directive from City.
- b. **COMPENSATION.** The amount of compensation paid by City to Engineer for the work identified in Exhibit "A" shall not exceed the sum of **Thirty-Two Thousand Four Hundred Dollars (\$32,400)**, bringing the aggregate total of the Agreement and Amendment No. 1 to a total sum of Sixty-Four Thousand Four Hundred Dollars (\$64,400). No additional compensation shall be paid for any other expenses incurred for tasks identified in Exhibit "A", unless first approved by the Director of Public Works.

2. **EFFECT OF AMENDMENTS.** Except as expressly amended herein, all other terms and conditions of the Agreement and its Amendments, Attachments, and Exhibits thereto, shall remain in full force. All of the recitals to this Amendment No. 1 are incorporated into the Agreement as modified by this Amendment No. 1. City reserves the right to augment or reduce the scope of work as the City deems necessary.

IN WITNESS WHEREOF, the Parties hereto have caused this Amendment No. 1 to be executed and attested by their respective officers hereunto duly authorized.

CITY OF SOUTH GATE:


By: _____
Maria Davila, Mayor

Dated: _____

ATTEST:

By: _____
Carmen Avalos, City Clerk
(SEAL)

APPROVED AS TO FORM:

By:  _____
Raul F. Salinas, City Attorney

KOA CORPORATION:

By: _____
Chuck Stephan, Vice President

Dated: _____

Exhibit A

1100 Corporate Center Dr., Suite 201, Monterey Park, CA 91754
T: 323.260.4703 | F: 323.260.4705 | www.koacorp.com
MONTEREY PARK ORANGE ONTARIO SAN DIEGO LA QUINTA



TO

City of South Gate
Public Works Department
Attn: Mr. John Rico
Assistant Engineer
8650 California Avenue, South Gate,
CA 90280
P: (323) 563-9594
E: jrico@sogate.org
W: cityofsouthgate.org

TRANSMITTED VIA EMAIL

KOA Corporation is pleased to submit this proposal AMENDMENT #1 to the **City of South Gate** for **Construction Monitoring Services** for the **SoCalGas Main Pressure Upgrade Project**. KOA has 30 years of specialization in CM and inspection work for public agencies. KOA's proposed team has extensive experience in CM and Inspection projects for Southern California municipal agencies in street improvements, pipelines, structures, including libraries, fire stations, community buildings, and building renovations; wet utilities, bio-swales, storm drains, pipelines, sewer lines and pump stations, pipeline relining, water main replacement; street widening and beautification, rehabilitation, resurfacing, traffic signals, fiber backbone installation, bike-paths, and curb, gutters and sidewalks; park projects, including artificial turf soccer fields, landscaping, park buildings and lighting systems; as well as bridges, including rehabilitation and replacement.

FROM

Mr. Chuck Stephan, PE, VP
Director of CM Division
2141 W. Orangewood Ave
Orange CA 92868
T: 323.260.4703
F: 323.260.4705
C: 310.525.0678

The SoCal Gas Company has been constructing improvements to their main pressure line at Garfield Ave & Firestone Blvd in South Gate. Work was constructed under encroachment permit conditions from the City, which includes stipulated working hours and traffic control requirements. KOA monitors verified setup and takedown of the traffic control operations, conformance with permit conditions, photographed the project site, and assisted the City with the field administration. Summary reports were sent to the City on a daily basis. The work generally included monitoring startup from 10PM to 12AM, and takedown (4AM to 6AM), Monday to Friday.

RFP for

**Construction Monitoring Services
for SoCalGas Main Pressure
Upgrade Project
AMENDMENT #1**

I, Chuck Stephan, PE, will be the Management Contact and overall Project Manager for this contract. If you have any questions, please contact me directly via cell at 310.525.0678 or via email at cstephan@koacorp.com.

PROPOSED AMENDMENT #1 FEE: This proposed Amendment #1 fee is for 202.5 hours x \$160/hour = \$32,400.

DATE

May 7, 2020

Sincerely,
KOA Corporation

Chuck Stephan, PE
Vice President, Director of CM Division



**AGREEMENT FOR PROFESSIONAL SERVICES FOR CONSTRUCTION
MONITORING SERVICES FOR THE SOCALGAS MAIN PRESSURE UPGRADE
PROJECT BETWEEN THE CITY OF SOUTH GATE AND KOA CORPORATION**

This Agreement for Professional Services for Construction Monitoring Services for the SoCalGas Main Pressure Upgrade Project ("Agreement") is made and entered into by and between the City of South Gate, a municipal corporation ("City"), and KOA Corporation, a California corporation, ("Consultant"). City and Consultant are sometimes hereinafter individually referred to as a "Party" and collectively as "Parties."

RECITALS

WHEREAS, City desires to retain Consultant for consulting services; and

WHEREAS, Consultant represents to City that it has the qualifications, experience and facilities to perform properly and timely the services under this Agreement; and

WHEREAS, based on such representation, City desires to contract with Consultant to perform the services described in the Scope of Work attached hereto as Exhibit "A" of this Agreement.

NOW, THEREFORE, THE PARTIES HEREBY AGREE AS FOLLOWS:

1. **SCOPE OF WORK.** Consultant agrees to provide the services and perform the tasks set forth in Exhibit "A" and made part of this Agreement. The Scope of Work may be amended from time to time by way of a written directive from City.
2. **TERM OF AGREEMENT.** This Agreement is effective as of November 20, 2019, and will remain in effect for a period of one (1) year from said date unless otherwise expressly extended and agreed to by both Parties in writing, or terminated by either Party as provided herein.
3. **COMPENSATION.** City shall pay Consultant for its professional services rendered and costs incurred pursuant to this Agreement in accordance with the Consultant's fee and cost schedule included in Exhibit "A." The cost of services shall not exceed Thirty-Two Thousand Dollars and Zero Cents (\$32,000). No additional compensation shall be paid for any other expenses incurred unless first approved by the Director of Public Works. Travel expenses (time, mileage, etc.) to attend business meetings and/or any other business shall be waived and shall not be displayed on the Consultant's invoice to City.
 - 3.1 Consultant shall submit to City an invoice for services rendered according to the project schedule included in Exhibit "A." City shall pay the Consultant within thirty (30) days of receipt of the invoice.

- 3.2 No payment made hereunder by City to Consultant, other than the final payment, shall be construed as an acceptance by City of any work or materials, nor as evidence of satisfactory performance by Consultant of its obligations under this Agreement.
4. **CITY AGENT.** The Director of the Public Works Department, for the purposes of this Agreement, is the agent for the City. Whenever approval or authorization is required, Consultant understands that the Director of the Public Works Department has the authority to provide that approval or authorization.
5. **CONFLICT OF INTEREST.** Consultant represents that it presently has no interest and shall not acquire any interest, direct or indirect, in any real property located within City which may be affected by the services to be performed by Consultant under this Agreement. Consultant further represents that in performance of this Agreement, no person having such interest shall be employed by it.
- 5.1 Consultant represents that no City employee or official has a financial interest in the Consultant's business. During the term of this Agreement and/or in connection with being rewarded this Agreement, Consultant shall not offer, encourage or provide any financial interest in the Consultant's business or in relation to this Agreement to any City employee or official.
6. **GENERAL TERMS AND CONDITIONS.**
- 6.1 **Termination.** Either the Director of the Public Works Department or Consultant may terminate this Agreement, without cause, by giving the other Party ten (10) days written notice of such termination and the effective date thereof.
- 6.1.1 In the event of such termination, all finished or unfinished documents, reports, photographs, films, charts, data, studies, surveys, drawings, models, maps, or other documentation prepared by or in the possession of Consultant under this Agreement shall be returned to City. If City terminates this Agreement without cause, Consultant shall prepare and shall be entitled to receive compensation pursuant to a close-out invoice for services rendered and fees earned, pursuant to this Agreement through the written notice of termination. In no event shall the amount payable upon termination exceed the total maximum compensation provided for in this Agreement. If Consultant terminates this Agreement without cause, the Consultant shall be paid only for those services completed in a manner satisfactory to City, which shall not be unreasonably determined.
- 6.1.2 If Consultant or City fail to fulfill in a timely and proper manner its obligations under this Agreement, or if Consultant or City violate any of the

covenants, agreements, or stipulations of this Agreement, Consultant or City shall have the right to terminate this Agreement by giving written notice to the other Party of such termination and specifying the effective date of such termination. Consultant shall be entitled to receive compensation in accordance with the terms of this Agreement for any work satisfactorily completed hereunder. Notwithstanding the foregoing, Consultant shall not be relieved of liability for damage sustained by virtue of any breach of this Agreement and any payments due under this Agreement may be withheld to off-set anticipated damages.

- 6.2 Non-Assignability.** Consultant shall not assign or transfer any interest in this Agreement without the express prior written consent of City.
- 6.3 Non-Discrimination.** Consultant shall not discriminate as to race, creed, gender, gender identity (including gender expression), religion, color, national origin, sexual orientation, age, marital status, family/parental status, disability, or veteran/military status, in the performance of its services and duties pursuant to this Agreement and will comply with all applicable laws, ordinances and codes of the Federal, State, and County and City governments.
- 6.4 Insurance.** Consultant shall submit to City certificates indicating compliance with the following minimum insurance requirements no less than one (1) day prior to beginning of performance under this Agreement:
- (a) Workers' Compensation Insurance as required by law. Consultant shall require all subcontractors similarly to provide such compensation insurance for their respective employees.
 - (b) Comprehensive general and automotive liability insurance protecting Consultant in amounts not less than \$1,000,000 for personal injury to any one person, \$1,000,000 for injuries arising out of one occurrence, and \$500,000 for property damages or a combined single limit of \$1,000,000. Each such policy of insurance shall:
 - 1) Be issued by a financially responsible insurance company or companies admitted or authorized to do business in the State of California or which is approved in writing by City.
 - 2) Name and list as additional insured City, its officers and employees.
 - 3) Specify its acts as primary insurance.
 - 4) Contain a clause substantially in the following words: "It is hereby

understood and agreed that this policy shall not be canceled except upon thirty (30) days prior written notice to City of such cancellation or material change.”

- 5) Cover the operations of Consultant pursuant to the terms of this Agreement.

6.5 Indemnification. Consultant agrees to indemnify, defend and hold harmless City and/or any other City agency, including other employees, representatives, for/from any and all claims or actions of any kind asserted against City and/or any other City agency arising out of Consultant's (including Consultant's employees, representatives, products and subcontractors) negligent performance under this Agreement, excepting only such claims or actions which may arise out of sole or active negligence of City and/or any other City agency, or any third parties not acting on behalf of, at the direction of, or under the control of Consultant.

6.6 Compliance With Applicable Law. Consultant and City shall comply with all applicable laws, ordinances and codes of the Federal, State, County and city governments, without regard to conflict of law principles.

6.7 Independent Contractor. This Agreement is by and between City and Consultant and is not intended, nor shall it be construed, to create the relationship of agency, servant, employee, partnership, joint venture or association, as between City and Consultant.

6.7.1. Consultant shall be an independent contractor and shall have no power to incur any debt or obligation for or on behalf of City. Neither City nor any of its officers or employees shall have any control over the conduct of Consultant, or any of Consultant's employees, except as herein set forth, and Consultant expressly warrants not to, at any time or in any manner represent that it, or any of its agents, servants or employees are in any manner employees of City, it being distinctly understood that Consultant is and shall at all times remain to City a wholly independent contractor and Consultant's obligations to City are solely such as are prescribed by this Agreement.

6.7.2. Indemnification of CalPERS Determination- In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or CalPERS to be eligible for enrollment in CalPERS as an employee of City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for CalPERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would

otherwise be the responsibility of City.

- 6.8 Copyright.** No reports, maps or other documents produced in whole or in part under this Agreement shall be the subject of an application for copyright by or on behalf of Consultant.
- 6.9 Legal Construction.**
- a) This Agreement is made and entered into in the State of California and shall in all respects be interpreted, enforced and governed under the laws of the State of California, without regard to conflict of law principles.
 - b) This Agreement shall be construed without regard to the identity of the persons who drafted its various provisions. Each and every provision of this Agreement shall be construed as though each of the parties participated equally in the drafting of the same, and any rule of construction that a document is to be construed against the drafting party shall not be applicable to this Agreement.
 - c) The article and section, captions and headings herein have been inserted for convenience only and shall not be considered or referred to in resolving questions of interpretation or construction.
 - d) Whenever in this Agreement the context may so require, the masculine gender shall be deemed to refer to and include the feminine and neuter, and the singular shall refer to and include the plural.
- 6.10 Counterparts.** This Agreement may be executed in counterparts and as so executed shall constitute an agreement which shall be binding upon all Parties herein.
- 6.11 Final Payment Acceptance Constitutes Release.** The acceptance by Consultant of the final payment made under this Agreement shall operate as and be a release of City from all claims and liabilities for compensation to Consultant for anything done, furnished or relating to Consultant's work or services. Acceptance of payment shall be any negotiation of City's check or the failure to make a written extra compensation claim within ten (10) calendar days of the receipt of that check. However, approval or payment by City shall not constitute, nor be deemed, a release of the responsibility and liability of Consultant, its employees, subcontractors and agents for the accuracy and competency of the information provided and/or work performed; nor shall such approval or payment be deemed to be an assumption of such responsibility or liability by City for any defect or error in the work prepared by Consultant, its employees, subcontractors and agents.

- 6.12 Corrections.** In addition to the above indemnification obligations, Consultant shall correct, at its expense, all errors in the work which may be disclosed during City's review of Consultant's report or plans. Should Consultant fail to make such correction in a reasonably timely manner, such correction shall be made by City, and the cost thereof shall be charged to the Consultant.
- 6.13 Files.** All files of Consultant pertaining to City shall be and remain the property of City. Consultant will control the physical location of such files during the term of this Agreement and shall be entitled to retain copies of such files upon termination of this Agreement.
- 6.14 Waiver; Remedies Cumulative.** Failure by a Party to insist upon the performance of any of the provisions of this Agreement by the other Party, irrespective of the length of time for which such failure continues, shall not constitute a waiver of such Party's right to demand compliance by such other Party in the future. No waiver by a Party of a default or breach of the other Party shall be effective or binding upon such a Party unless made in writing by such Party, and no such waiver shall be implied from any omissions by a Party to take any action with respect to such default or breach. No express written waiver of a specified default or breach shall affect any other default or breach, or cover any other period of time, other than any default or breach and/or period of time specified. All of the remedies permitted or available to a Party under this Agreement, or at law or in equity, shall be cumulative and alternative, and invocation of any such right or remedy shall not constitute a waiver or election of remedies with respect to any other permitted or available right of remedy.
- 6.15 Mitigation of Damages.** In all such situations arising out of this Agreement, the Parties shall attempt to avoid and minimize the damages resulting from the conduct of the other Party.
- 6.16 Partial Invalidity.** If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.
- 6.17 Attorney's Fees.** The Parties hereto acknowledge and agree that each will bear his or its own costs, expenses and attorney's fees arising out of and/or connected with the negotiation, drafting and execution of the Agreement, and all matters arising out of or connected therewith except that, in the event any action is brought by any Party hereto to enforce this Agreement, the prevailing Party in such action shall be entitled to reasonable attorney's fees and costs in addition to all other relief to which that Party or those Parties may be entitled.

6.18 Entire Agreement. This Agreement constitutes the whole agreement between City and Consultant, and neither Party has made any representations to the other except as expressly contained herein. Neither Party, in executing or performing this Agreement, is relying upon any statement or information not contained in this Agreement. Any changes or modifications to this Agreement must be made in writing and appropriately executed by both City and Consultant.

6.19 Notices. Any notice required to be given hereunder shall be deemed to have been given by depositing said notice in the United States mail, postage prepaid, and addressed as follows:

TO CITY:

Arturo Cervantes, Director of Public Works
City of South Gate
8650 California Avenue
South Gate, CA 90280

WITH COURTESY COPY TO:

Carmen Avalos, City Clerk
City of South Gate
8650 California Avenue
South Gate, CA 90280

TO CONSULTANT:

Chuck Stephan, Vice President
KOA Corporation
2141 W. Orangewood Ave
Orange, CA 92868

6.20 Warranty of Authorized Signatories. Each of the signatories hereto warrants and represents that he or she is competent and authorized to enter into this Agreement on behalf of the Party for whom he or she purports to sign.

6.21 Consultation With Attorney. Consultant warrants and represents that it has consulted with an attorney or knowingly and voluntarily decided to forgo such a consultation.

6.22 Interpretation Against Drafting Party. City and Consultant agree that they have cooperated in the review and drafting of this Agreement. Accordingly, in the event of any ambiguity, neither Party may claim that the interpretation of this Agreement shall be construed against either Party solely because that Party drafted all or a portion of this Agreement, or the clause at issue.

7. **EFFECTIVE DATE.** The effective date of this Agreement is November 20, 2019, and will remain in effect through and including one (1) year from said date unless terminated otherwise in accordance with the terms of this Agreement.

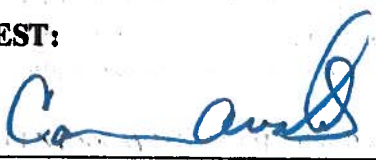
IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed and attested by their respective officers thereunto duly authorized.

CITY OF SOUTH GATE:

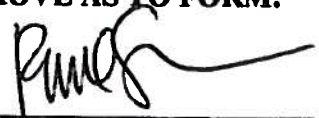
By: 
Michael Flad, City Manager

Dated: 12-2 19


ATTEST:

By: 
Carmen Avalos, City Clerk
(SEAL)

APPROVE AS TO FORM:

By: 
Raul F. Salinas, City Attorney

KOA CORPORATION:

By: 
Chuck Stephan, Vice President

Dated: 12/2/19



TO
City of South Gate
Public Works Department
Attn: Mr. John Rico
Assistant Engineer
8650 California Avenue, South Gate,
CA 90280
P: (323) 563-9594
E: jrco@sogate.org
W: cityofsouthgate.org

TRANSMITTED VIA EMAIL

FROM
Mr. Chuck Stephan, PE, VP
Director of CM Division
2141 W. Orangewood Ave
Orange CA 92868
T: 323.260.4703
F: 323.260.4705
C: 310.525.0678

RFP for
**Construction Monitoring Services
for SoCalGas Main Pressure
Upgrade Project**

DATE
October 29, 2019

KOA Corporation is pleased to submit this proposal to the **City of South Gate** for **Construction Monitoring Services** for the **SoCalGas Main Pressure Upgrade Project**. KOA has 30 years of specialization in CM and inspection work for public agencies. KOA's proposed team has extensive experience in CM and Inspection projects for Southern California municipal agencies in street improvements, pipelines, structures, including libraries, fire stations, community buildings, and building renovations; wet utilities, bio-swales, storm drains, pipelines, sewer lines and pump stations, pipeline relining, water main replacement, street widening and beautification, rehabilitation, resurfacing, traffic signals, fiber backbone installation, bike-paths, and curb, gutters and sidewalks; park projects, including artificial turf soccer fields, landscaping, park buildings and lighting systems; as well as bridges, including rehabilitation and replacement.

We understand that the SoCal Gas Company will be constructing improvements to their main pressure line at Garfield Ave & Firestone Blvd in South Gate. Work will be constructed under encroachment permit conditions from the City, which includes stipulated working hours and traffic control requirements. KOA monitors will verify setup and takedown of the traffic control operations, verify conformance with permit conditions, and photograph the project site. Summary reports will be sent to the City on a daily basis. The work will include monitoring startup from 10PM to 12AM, and takedown (4AM to 6AM), for 50 working days Monday to Friday.

We propose **Mr. Kevin Kelley, Mr. Sean Reseigh, and Mr. Wyatt Sing** as the monitors for this project. I, Chuck Stephan, PE, will be the Management Contact and overall Project Manager for this contract. If you have any questions, please contact me directly via cell at 310.525.0678 or via email at cstephan@koacorp.com.

PROPOSED FEE: This project is specified for 4 hours per day over 50 working days. The billing rate would be \$160/hour for this effort. This proposed fee would be 4 hours per day x 50 days x \$160/hour = \$32,000.

Sincerely,

KOA Corporation

Chuck Stephan, PE
Vice President, Director of CM Division

RECEIVED

City of South Gate
CITY COUNCIL

Item No. 6

JUN 3, 2020

AGENDA BILL

CITY OF SOUTH GATE
OFFICE OF THE CITY MANAGER

5:15pm

For the Regular Meeting of: June 9, 2020
Originating Department: Public Works

Department Director:


Arturo Cervantes

City Manager:


Michael Flad

SUBJECT: AMENDMENT NO. 1 TO CONTRACT NO. 3568 WITH INTERWEST CONSULTING GROUP AND ACCEPTANCE OF COMPLETION OF CONSTRUCTION OF THE CITYWIDE SIDEWALK IMPROVEMENT PROJECT, PHASE VI, CITY PROJECT NO. 599-ST

PURPOSE: Construction of the Citywide Sidewalk Improvement, Phase VI Project (Project), is complete and the retention payment to the contractor is due. Section 7107 of the Public Contract Code requires the City to accept completion of the project and issue public notice of such, prior to releasing the retention payment. The Interwest Consulting Group provided construction monitoring services for the project. Amendment No. 1 is needed to fund additional services provided to complete construction.

RECOMMENDED ACTIONS:

- a. Approve Amendment No. 1 to Contract No. 3568 with Interwest Consulting Group, for additional construction monitoring services for the Citywide Sidewalk Improvement Project, Phase VI, City Project No. 599-ST, in the amount of \$7,000;
- b. Authorize the Mayor to execute Amendment No. 1 to Contract No. 3568 with Interwest Consulting Group in a form acceptable to the City Attorney;
- c. Accept completion of construction, effective May 15, 2020, of the Citywide Sidewalk Improvement Project Phase VI, City Project No. 599-ST, constructed by CJ Concrete Construction, Inc.; and
- d. Direct the City Clerk to file Notice of Completion with Los Angeles County Registrar Recorder's Office.

FISCAL IMPACT: There is no impact to the General Fund. The Project budget is \$500,000 and is funded with Senate Bill 1 Funds, in Account No. 311-790-39-9470 (Capital Improvements—City Sidewalk Improvements, Phase VI). The approved total Construction Contract No. 3564 is \$427,074. The final expenditures are summarized below:

Project Component	Account No. 311-790-39-9470
Design Phase	
Staff/Consultant Time	\$24,420
Publication Fees	\$65
<i>Design Costs Total</i>	\$24,485
Construction Phase	
Original Construction Contract Cost	\$421,370
Change Order No. 1	\$0
Change Order No. 2	\$5,704
<i>Construction Contract Total</i>	\$427,074
Construction Monitoring Contract No. 3568	\$22,500
Amendment No. 1	\$7,000
<i>Construction Monitoring Total</i>	\$29,500

Staff Time	\$14,043
Arborist Services	\$2,710
<i>Other Construction-Related Costs Total</i>	<i>\$16,753</i>
Construction Total	\$473,327
Total Project Cost	\$497,812

ALIGNMENT WITH COUNCIL GOALS: This Project meets the City Council’s goal for "Continuing Infrastructure Improvements."

ANALYSIS: The Public Contract Code establishes requirements that the City must abide to prior to releasing the final payment on construction projects. The Notice of Completion provides written notice to concerned parties that all work on the project has been completed. The Notice of Completion initiates the 35 day period within which concerned parties may exercise their lien rights for the work they performed on the Project. The City may use a part or all of the 5% retention payment to settle any liens exercised against the City. If no liens or claims have been filed within 35 days of the filing of the Notice of Completion, the City will release the retention and any remaining amount due to Contractor.

The Interwest Consulting Group (Interwest) was contracted to provide construction monitoring services on the Project. Amendment No. 1 funds additional services in the amount of \$7,000. The amendment includes, (a) additional inspection services provided after the construction schedule was extended seven days, (b) added time for the pre-construction meeting, (c) re-marking of the construction limits, and (d) project close-out activities.

BACKGROUND: The Citywide Sidewalk Improvement Project, Phase VI, served to enhance pedestrian mobility on City streets through a series of concrete repairs. Work included removal and reconstruction of damaged sidewalks, driveway approaches, curbs and gutters and American with Disabilities Act (ADA) compliant access ramps. Construction of the Project is complete and the contractor has met all of the contract obligations. The City Council may now accept the Project as complete.

On November 26, 2019, the City Council awarded construction Contract No. 3564 to CJ Concrete Construction, Inc., in the amount of \$421,370. Construction began on February 24, 2020, and was field accepted by City staff on May 15, 2020.

Inclusive of the two City-initiated change orders, the final construction contract amount is \$427,074, with a summary following:

- Change Order No. 1 to Contract No. 3564 was approved by the City Council on February 25, 2020, in the amount of \$0. This was necessary to revise the scope of work of the Project. It eliminated 1,395 feet of root barrier installation and added 5,700 square feet of sidewalk repairs, 205 feet of curb and gutter repairs and 11 tree removals. It also includes an extension of 7 working days to the original 30 working days specified in the contract.
- Change Order No. 2 to Contract No. 3564 was approved administratively on June 3, 2020, in the amount of \$5,704, in accordance with South Gate Municipal Code Section 1.54.610. This change order was initiated by the City to fund additional 152 square feet of sidewalk repair, 1 tree removal and 2 tree stump removal.

On November 5, 2019, three (3) fee proposals were received from the City's On-Call Consultants, for construction monitoring services for the Citywide Sidewalk Improvement Project, Phase VI.

Consultant	Fee Proposal
Interwest Consulting Group	\$22,500
KOA Corporation	\$25,900
Willdan	\$29,568

Interwest was selected for the contract. On December 19, 2019, Contract No. 3568 with Interwest was administratively approved, in accordance with South Gate Municipal Code Section 1.54.610. The scope of work included construction inspection and labor compliance services. Amendment No. 1 funds additional services that were provided on the Project, in the amount of \$7,000.

- ATTACHMENTS:**
- A. Notice of Completion
 - B. Amendment No. 1 to Contract No. 3568
 - C. Contract No. 3568
 - D. Change Order No. 1 to Contract No. 3564
 - E. Change Order No. 2 to Contract No. 3564
 - F. Contract No. 3564

JR:lc

RECORDING REQUESTED BY

AFTER RECORDING MAIL TO

CITY CLERK OFFICE
CITY OF SOUTH GATE
8650 CALIFORNIA AVENUE
SOUTH GATE, CA 90280

SPACE ABOVE THIS LINE FOR RECORDER'S USE

NOTICE OF COMPLETION

NOTICE is hereby given that:

- 1 The undersigned is owner of the interest stated below in the property hereinafter described;
- 2 The NAME (including that of the undersigned), ADDRESS and NATURE OF TITLE of every person owning any interest in such property is as follows:

FULL NAME	FULL ADDRESS	NATURE OF TITLE
City of South Gate	8650 California Avenue South Gate, CA 90280	In Fee

- 3 The names and addresses of the transferors of the undersigned owner: (to be shown if the undersigned is a successor in interest of the owner who caused the improvement to be constructed, etc.)
- 4 A work of improvement on the property hereinafter described was COMPLETED ON 5/15/20
- 5 The name of the CONTRACTOR, if any, for such work of improvement was CJ Concrete Construction, Inc., 10142 Shoemaker Ave, Santa Fe Springs, CA 90670.
- 6 The property on which said work of improvement was completed is in the City of South Gate, County of Los Angeles, State of California, and is described as follows:

**CITYWIDE SIDEWALK IMPROVEMENT PROJECT PHASE VI,
CITY PROJECT NO. 599-ST,**

- 7 The street and address of said property is: At Various Locations Dated: June 9, 2020
Citywide

8 Signature of } _____

Owner or Owners Maria Davila, Mayor
City of South Gate

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

STATE OF CALIFORNIA }
 }
COUNTY OF LOS ANGELES } SS

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

Signature: _____

Place Notary Seal Above

**AMENDMENT NO. 1 TO CONTRACT NO. 3568
FOR PROFESSIONAL SERVICES FOR CONSTRUCTION MONITORING SERVICES
FOR THE CITYWIDE SIDEWALK IMPROVEMENT PROJECT, PHASE VI, BETWEEN
THE CITY OF SOUTH GATE AND INTERWEST CONSULTING GROUP**

This Amendment No. 1 to Contract No. 3568 for additional Construction Monitoring Services for the Citywide Sidewalk Improvement Project, Phase VI ("Amendment No. 1"), is made and entered into on June 9, 2020, by and between the City of South Gate, a municipal corporation ("City"), and Interwest Consulting Group, a California corporation ("Engineer"). City and Engineer are sometimes hereinafter individually referred to as a "Party" and collectively referred to as "Parties."

RECITALS:

WHEREAS, on December 19, 2019, Contract No. 3568 was administratively approved for Professional Services with Interwest Consulting Group ("Agreement") for Construction Monitoring Services for the Citywide Sidewalk Improvement Project, Phase VI, City Project 599-ST, for a one-year term in an amount not to exceed Twenty-Two Thousand Five Hundred Dollars (\$22,500);

WHEREAS, City and Engineer desire to execute Amendment No. 1 to provide additional Construction Monitoring Services on the Citywide Sidewalk Improvement Project, Phase VI, City Project 599-ST, in an amount not to exceed Seven Thousand Dollars (\$7,000), under the terms and conditions of the Agreement, bringing the aggregate total of the Agreement and Amendment No. 1 to a total sum of Twenty-Nine Thousand Five Hundred Dollars (\$29,500); and

WHEREAS, Engineer submitted a cost breakdown and summary as part of its cost proposal for additional Construction Monitoring Services attached hereto as Exhibit "A" and made a part to this Agreement and this Amendment No. 1.

NOW, THEREFORE, THE PARTIES HERETO AGREE AS FOLLOWS:

1. MODIFICATION TO AGREEMENT.

- a. **SCOPE OF WORK.** Engineer agrees to expand its services and perform the tasks identified in Exhibit "A." The Scope of Work may be amended from time to time by way of a written directive from City.
- b. **COMPENSATION.** The amount of compensation paid by City to Engineer for the work identified in Exhibit "A" shall not exceed the sum of **Twenty-Two Thousand Five Hundred Dollars (\$22,500)**, bringing the aggregate total of the Agreement and Amendment No. 1 to a total sum of Twenty-Nine Thousand Five Hundred Dollars (\$29,500). No additional compensation shall be paid for any other expenses incurred for tasks

identified in Exhibit "A", unless first approved by the Director of Public Works.

2. **EFFECT OF AMENDMENTS.** Except as expressly amended herein, all other terms and conditions of the Agreement and its Amendments, Attachments, and Exhibits thereto, shall remain in full force. All of the recitals to this Amendment No. 1 are incorporated into the Agreement as modified by this Amendment No. 1. City reserves the right to augment or reduce the scope of work as the City deems necessary.

IN WITNESS WHEREOF, the Parties hereto have caused this Amendment No. 1 to be executed and attested by their respective officers hereunto duly authorized.

CITY OF SOUTH GATE:

By: _____
Maria Davila, Mayor

Dated: _____

ATTEST:

By: _____
Carmen Avalos, City Clerk
(SEAL)

APPROVED AS TO FORM:

By:  _____
Raul F. Salinas, City Attorney

INTERWEST CONSULTING GROUP:

By: _____
James G. Ross, Public Works Group Leader

Dated: _____

Exhibit A

June 1, 2020

John Rico, Assistant Engineer
City of South Gate
Public Works Department
8650 California Avenue
South Gate, CA 90280



Re: Letter Proposal to Amend Contract Services for Citywide Sidewalk Improvement Project

Dear Mr. Rico,

We appreciate the opportunity to provide inspection services to the City of South Gate for the City's Sidewalk Improvement Project. The Following is provided to assist the City in documenting the actual time that was needed for our services on this project, including project close-out activities expected through May 2020.

STAFF	HOURLY	HOURS	TOTAL
Paul Keizer, Senior PW Inspector	\$125	180	Initial P.O. \$22,500
Additional Budget for Pre-Construction and Project Close-Out		37	\$4,625
		19	\$2,375
Combined Total			\$29,500

I will continue to serve as Principal-in-Charge for the City, able to bind the firm to any amendments that may result from this letter proposal. Please do not hesitate to contact me at 714.742.1551 or jross@interwestgrp.com should you have any questions. We look forward to continuing to provide the City of South Gate with excellent service.

Sincerely,

A handwritten signature in blue ink that reads 'James G. Ross'.

James G. Ross
Public Works Group Leader

15140 Transistor Lane
Huntington Beach, CA 92649

714.899.9039

**AGREEMENT FOR PROFESSIONAL SERVICES FOR CONSTRUCTION
MONITORING SERVICES FOR THE CITYWIDE SIDEWALK IMPROVEMENT
PROJECT, PHASE VI (599-ST) BETWEEN THE CITY OF SOUTH GATE AND
INTERWEST CONSULTING GROUP**

This Agreement for Professional Services for Construction Monitoring Services for the Citywide Sidewalk Improvement Project, Phase VI (599-ST) ("Agreement") is made and entered into by and between the City of South Gate, a municipal corporation ("City"), and Interwest Consulting Group, a California corporation ("Consultant"). City and Consultant are sometimes hereinafter individually referred to as a "Party" and collectively as "Parties."

RECITALS

WHEREAS, City desires to retain Consultant for consulting services; and

WHEREAS, Consultant represents to City that it has the qualifications, experience and facilities to perform properly and timely the services under this Agreement; and

WHEREAS, based on such representation, City desires to contract with Consultant to perform the services described in the Scope of Work attached hereto as Exhibit "A" of this Agreement.

NOW, THEREFORE, THE PARTIES HEREBY AGREE AS FOLLOWS:

1. **SCOPE OF WORK.** Consultant agrees to provide the services and perform the tasks set forth in Exhibit "A" and made part of this Agreement. The Scope of Work may be amended from time to time by way of a written directive from City.
2. **TERM OF AGREEMENT.** This Agreement is effective as of December 3, 2019, and will remain in effect for a period of one (1) year from said date unless otherwise expressly extended and agreed to by both Parties in writing, or terminated by either Party as provided herein.
3. **COMPENSATION.** City shall pay Consultant for its professional services rendered and costs incurred pursuant to this Agreement in accordance with the Consultant's fee and cost schedule included in Exhibit "A." The cost of services shall not exceed Twenty-Two Thousand Five Hundred Dollars (\$22,500). No additional compensation shall be paid for any other expenses incurred unless first approved by the Director of Public Works. Travel expenses (time, mileage, etc.) to attend business meetings and/or any other business shall be waived and shall not be displayed on the Consultant's invoice to City.
 - 3.1 Consultant shall submit to City an invoice for services rendered according to the project schedule included in Exhibit "A." City shall pay the Consultant within thirty

(30) days of receipt of the invoice.

- 3.2 No payment made hereunder by City to Consultant, other than the final payment, shall be construed as an acceptance by City of any work or materials, nor as evidence of satisfactory performance by Consultant of its obligations under this Agreement.
4. **CITY AGENT.** The Director of the Public Works Department, for the purposes of this Agreement, is the agent for the City. Whenever approval or authorization is required, Consultant understands that the Director of the Public Works Department has the authority to provide that approval or authorization.
5. **CONFLICT OF INTEREST.** Consultant represents that it presently has no interest and shall not acquire any interest, direct or indirect, in any real property located within City which may be affected by the services to be performed by Consultant under this Agreement. Consultant further represents that in performance of this Agreement, no person having such interest shall be employed by it.
- 5.1 Consultant represents that no City employee or official has a financial interest in the Consultant's business. During the term of this Agreement and/or in connection with being rewarded this Agreement, Consultant shall not offer, encourage or provide any financial interest in the Consultant's business or in relation to this Agreement to any City employee or official.
6. **GENERAL TERMS AND CONDITIONS.**
- 6.1 **Termination.** Either the Director of the Public Works Department or Consultant may terminate this Agreement, without cause, by giving the other Party ten (10) days written notice of such termination and the effective date thereof.
- 6.1.1 In the event of such termination, all finished or unfinished documents, reports, photographs, films, charts, data, studies, surveys, drawings, models, maps, or other documentation prepared by or in the possession of Consultant under this Agreement shall be returned to City. If City terminates this Agreement without cause, Consultant shall prepare and shall be entitled to receive compensation pursuant to a close-out invoice for services rendered and fees earned, pursuant to this Agreement through the written notice of termination. In no event shall the amount payable upon termination exceed the total maximum compensation provided for in this Agreement. If Consultant terminates this Agreement without cause, the Consultant shall be paid only for those services completed in a manner satisfactory to City, which shall not be unreasonably determined.
- 6.1.2 If Consultant or City fail to fulfill in a timely and proper manner its obligations under this Agreement, or if Consultant or City violate any of the

covenants, agreements, or stipulations of this Agreement, Consultant or City shall have the right to terminate this Agreement by giving written notice to the other Party of such termination and specifying the effective date of such termination. Consultant shall be entitled to receive compensation in accordance with the terms of this Agreement for any work satisfactorily completed hereunder. Notwithstanding the foregoing, Consultant shall not be relieved of liability for damage sustained by virtue of any breach of this Agreement and any payments due under this Agreement may be withheld to off-set anticipated damages.

- 6.2 Non-Assignability.** Consultant shall not assign or transfer any interest in this Agreement without the express prior written consent of City.
- 6.3 Non-Discrimination.** Consultant shall not discriminate as to race, creed, gender, gender identity (including gender expression), religion, color, national origin, sexual orientation, age, marital status, family/parental status, disability, or veteran/military status, in the performance of its services and duties pursuant to this Agreement and will comply with all applicable laws, ordinances and codes of the Federal, State, and County and City governments.
- 6.4 Insurance.** Consultant shall submit to City certificates indicating compliance with the following minimum insurance requirements no less than one (1) day prior to beginning of performance under this Agreement:
- (a) **Workers' Compensation Insurance** as required by law. Consultant shall require all subcontractors similarly to provide such compensation insurance for their respective employees.
 - (b) **Comprehensive general and automotive liability insurance** protecting Consultant in amounts not less than \$1,000,000 for personal injury to any one person, \$1,000,000 for injuries arising out of one occurrence, and \$500,000 for property damages or a combined single limit of \$1,000,000, with an aggregate of \$2,000,000. Each such policy of insurance shall:
 - 1) Be issued by a financially responsible insurance company or companies admitted or authorized to do business in the State of California or which is approved in writing by City.
 - 2) Name and list as additional insured City, its officers and employees.
 - 3) Specify its acts as primary insurance.
 - 4) Contain a clause substantially in the following words: "It is hereby understood and agreed that this policy shall not be canceled except

upon thirty (30) days prior written notice to City of such cancellation or material change.”

- 5) Cover the operations of Consultant pursuant to the terms of this Agreement.

6.5 Indemnification. Consultant agrees to indemnify, defend and hold harmless City and/or any other City agency, including other employees, officers and representatives, for/from any and all claims or actions of any kind asserted against City and/or any other City agency arising out of Consultant's (including Consultant's employees, representatives, products and subcontractors) negligent performance under this Agreement, excepting only such claims or actions which may arise out of sole or active negligence of City and/or any other City agency, or any third parties not acting on behalf of, at the direction of, or under the control of Consultant.

6.6 Compliance With Applicable Law. Consultant and City shall comply with all applicable laws, ordinances and codes of the Federal, State, County and city governments, without regard to conflict of law principles.

6.7 Independent Contractor. This Agreement is by and between City and Consultant and is not intended, nor shall it be construed, to create the relationship of agency, servant, employee, partnership, joint venture or association, as between City and Consultant.

6.7.1. Consultant shall be an independent contractor and shall have no power to incur any debt or obligation for or on behalf of City. Neither City nor any of its officers or employees shall have any control over the conduct of Consultant, or any of Consultant's employees, except as herein set forth, and Consultant expressly warrants not to, at any time or in any manner represent that it, or any of its agents, servants or employees are in any manner employees of City, it being distinctly understood that Consultant is and shall at all times remain to City a wholly independent contractor and Consultant's obligations to City are solely such as are prescribed by this Agreement.

6.7.2. Indemnification of CalPERS Determination- In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or CalPERS to be eligible for enrollment in CalPERS as an employee of City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for CalPERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

6.8 Copyright. No reports, maps or other documents produced in whole or in part under this Agreement shall be the subject of an application for copyright by or on behalf of Consultant.

6.9 Legal Construction.

- a) This Agreement is made and entered into in the State of California and shall in all respects be interpreted, enforced and governed under the laws of the State of California, without regard to conflict of law principles.
- b) This Agreement shall be construed without regard to the identity of the persons who drafted its various provisions. Each and every provision of this Agreement shall be construed as though each of the parties participated equally in the drafting of the same, and any rule of construction that a document is to be construed against the drafting party shall not be applicable to this Agreement.
- c) The article and section, captions and headings herein have been inserted for convenience only and shall not be considered or referred to in resolving questions of interpretation or construction.
- d) Whenever in this Agreement the context may so require, the masculine gender shall be deemed to refer to and include the feminine and neuter, and the singular shall refer to and include the plural.

6.10 Counterparts. This Agreement may be executed in counterparts and as so executed shall constitute an agreement which shall be binding upon all Parties herein.

6.11 Final Payment Acceptance Constitutes Release. The acceptance by Consultant of the final payment made under this Agreement shall operate as and be a release of City from all claims and liabilities for compensation to Consultant for anything done, furnished or relating to Consultant's work or services. Acceptance of payment shall be any negotiation of City's check or the failure to make a written extra compensation claim within ten (10) calendar days of the receipt of that check. However, approval or payment by City shall not constitute, nor be deemed, a release of the responsibility and liability of Consultant, its employees, subcontractors and agents for the accuracy and competency of the information provided and/or work performed; nor shall such approval or payment be deemed to be an assumption of such responsibility or liability by City for any defect or error in the work prepared by Consultant, its employees, subcontractors and agents.

6.12 Corrections. In addition to the above indemnification obligations, Consultant shall correct, at its expense, all errors in the work which may be disclosed during City's review of Consultant's report or plans. Should Consultant fail to make such

correction in a reasonably timely manner, such correction shall be made by City, and the cost thereof shall be charged to the Consultant.

- 6.13 Files.** All files of Consultant pertaining to City shall be and remain the property of City. Consultant will control the physical location of such files during the term of this Agreement and shall be entitled to retain copies of such files upon termination of this Agreement.
- 6.14 Waiver; Remedies Cumulative.** Failure by a Party to insist upon the performance of any of the provisions of this Agreement by the other Party, irrespective of the length of time for which such failure continues, shall not constitute a waiver of such Party's right to demand compliance by such other Party in the future. No waiver by a Party of a default or breach of the other Party shall be effective or binding upon such a Party unless made in writing by such Party, and no such waiver shall be implied from any omissions by a Party to take any action with respect to such default or breach. No express written waiver of a specified default or breach shall affect any other default or breach, or cover any other period of time, other than any default or breach and/or period of time specified. All of the remedies permitted or available to a Party under this Agreement, or at law or in equity, shall be cumulative and alternative, and invocation of any such right or remedy shall not constitute a waiver or election of remedies with respect to any other permitted or available right of remedy.
- 6.15 Mitigation of Damages.** In all such situations arising out of this Agreement, the Parties shall attempt to avoid and minimize the damages resulting from the conduct of the other Party.
- 6.16 Partial Invalidity.** If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.
- 6.17 Attorney's Fees.** The Parties hereto acknowledge and agree that each will bear his or its own costs, expenses and attorney's fees arising out of and/or connected with the negotiation, drafting and execution of the Agreement, and all matters arising out of or connected therewith except that, in the event any action is brought by any Party hereto to enforce this Agreement, the prevailing Party in such action shall be entitled to reasonable attorney's fees and costs in addition to all other relief to which that Party or those Parties may be entitled.
- 6.18 Entire Agreement.** This Agreement constitutes the whole agreement between City and Consultant, and neither Party has made any representations to the other except as expressly contained herein. Neither Party, in executing or performing this Agreement, is relying upon any statement or information not contained in this Agreement. Any

changes or modifications to this Agreement must be made in writing and appropriately executed by both City and Consultant.

- 6.19 Notices.** Any notice required to be given hereunder shall be deemed to have been given by depositing said notice in the United States mail, postage prepaid, and addressed as follows:

TO CITY:

Arturo Cervantes, Director of Public Works
City of South Gate
8650 California Avenue
South Gate, CA 90280

WITH COURTESY COPY TO:

Carmen Avalos, City Clerk
City of South Gate
8650 California Avenue
South Gate, CA 90280

TO CONSULTANT:

James G. Ross, Public Works Group Leader
Interwest Consulting Group
15140 Transistor Lane
Huntington Beach, CA 92649

- 6.20 Warranty of Authorized Signatories.** Each of the signatories hereto warrants and represents that he or she is competent and authorized to enter into this Agreement on behalf of the Party for whom he or she purports to sign.
- 6.21 Consultation With Attorney.** Consultant warrants and represents that it has consulted with an attorney or knowingly and voluntarily decided to forgo such a consultation.
- 6.22 Interpretation Against Drafting Party.** City and Consultant agree that they have cooperated in the review and drafting of this Agreement. Accordingly, in the event of any ambiguity, neither Party may claim that the interpretation of this Agreement shall be construed against either Party solely because that Party drafted all or a portion of this Agreement, or the clause at issue.
- 7. EFFECTIVE DATE.** The effective date of this Agreement is December 3, 2019, and will remain in effect through and including one (1) year from said date unless terminated otherwise in accordance with the terms of this Agreement.


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

CITY OF SOUTH GATE:

By: 
Michael Flad, City Manager

Dated: 12-16-19

ATTEST:

By: 
Carmen Avalos, City Clerk
(SEAL)

APPROVE AS TO FORM:

By: 
Raul F. Salinas, City Attorney

INTERWEST CONSULTING GROUP:

By: 
James G. Ross, Public Works Group Leader

Dated: 12/19/19

Exhibit "A"

November 5, 2019

John Rico, Assistant Engineer
City of South Gate, Public Works Department
8650 California Avenue
South Gate, CA 90280



RE: Letter Proposal to Provide Senior Public Works Inspection and Labor Compliance Services on the City-wide Sidewalk Replacement Project

Thank you for the opportunity to continue serving the City of South Gate's Public Works Department by providing Senior Public Works Inspection and Labor Compliance services on the City-wide Sidewalk Replacement Project. Per your recent conversation with Manuel Gomez, we understand that the City requires an experienced inspector to oversee construction activities including the removal and reconstruction of sidewalk, curb and gutter, curb ramps, driveway approaches, AC pavement, curbs, tree and stump removal, root barrier and all other items that are required by the Contract Documents. We further understand that construction will begin in January 2020.

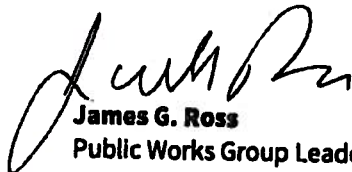
To provide these services, Interwest will assign a Senior Public Works Inspector at an hourly rate of \$125. All of our inspectors are seasoned professionals who have track records of successfully delivering a variety of municipal construction projects, including sidewalk replacement projects. Below is a summary of the effort and associated costs for the tasks required, assuming 6 hours of oversight per day over a period of 30 working days.

Staff	Hours	Hourly Rate	Estimated Total
Senior Public Works Inspector	180	\$125	\$22,500

Manuel Gomez will act as Project Manager for this engagement and I will act as Principal-in-Charge. I am an authorized representative of Interwest Consulting Group, able to sign any amendments that may be issued as a result of this request.

We appreciate the opportunity to continue serving the City of South Gate and your community. Should you have any questions or comments, please do not hesitate to contact me.

Sincerely,


James G. Ross
Public Works Group Leader

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CONTRACT/PO CHANGE ORDER

CHANGE ORDER #: 1
PROJECT TITLE: Sidewalk Improvement Project Phase VI
CONTRACT #: 3364
CONTRACTOR: CJ Concrete Construction, Inc

CITY PROJECT #: 599-ST
PURCHASE ORDER #: 5465
CHANGE REQUESTED BY: City of South Gate
DATE OF REPORT: 4/14/2020

	Cost	Calendar Days
Original contract/PO amount	\$ 421,370.00	30
Previous Change Orders amount	0.00	
This Change Order amount	\$ -	7
Total increase to contract (all change orders) to date	\$ -	7
Revised total contract amount	\$ 421,370.00	37
Percentage of total increase (or decrease) to contract amount to date		

DESCRIPTION OF CHANGE ORDER WORK TO BE PERFORMED, ESTIMATE OF QUANTITIES, AND PRICES TO BE PAID:

Change in Bid Item Quantities									
Item #	Detailed description	Contract Quantity	Previous Change Orders Quantity	THIS Change Orders Quantity	Total Adjusted Contract Quantity	Unit	Unit Cost	Change Order Cost	Time Extension Working Days
1	Remove and Reconstruct Sidewalk Complete Per SPPWC Standards	17900	0	5700	23600	SE	\$8.25	\$47,025.00	3
2	Remove and Reconstruct 6" Curb & Gutter Complete Per SPPWC	280	0	205	485	LE	\$60.00	\$12,300.00	2
7	Removal of Tree Complete	17	0	11	28	EA	\$2,850.00	\$31,350.00	2
9	Furnish and Install Root Barrier Complete	1350	0	-1395	55	LE	\$65.00	-\$90,675.00	0

Total Cost: **\$0.00** 2

THE TOTAL AMOUNT OF THIS CHANGE ORDER IS: \$0.00

Approval Recommended by
John Rico, Project Manager
Approved by
Arturo Cervantes, P.E., Assistant City Manager/Director of Public Works

Date 4/14/20
Date 4/22/2020

Approved by
Jacquelyn Acosta, Director of Administrative Services

Date _____

RECEIVED

FEB 1 9 2020

City of South Gate
CITY COUNCIL

Item No. 8

CITY OF SOUTH GATE
OFFICE OF THE CITY MANAGER

AGENDA BILL

For the Regular Meeting of: February 25, 2020

Originating Department: Public Works

Department Director:

Arturo Cervantes

City Manager:

Michael Flad

SUBJECT: CHANGE ORDER NO. 1 TO CONTRACT NO. 3564 WITH CJ CONCRETE CONSTRUCTION, INC., TO REVISE THE SCOPE OF WORK OF THE CITYWIDE SIDEWALK IMPROVEMENT PROJECT, PHASE VI, CITY PROJECT NO. 599-ST

PURPOSE: The Citywide Sidewalk Improvement Project is now under construction. As a part of the project, root pruning is required at locations where root barrier installations are proposed. The City's arborist has recommended against this treatment at certain locations as it would jeopardize the health of impacted trees. Accordingly, Change Order No. 1 is a proposal to reduce the root barrier installation quantities and utilize the savings to fund additional concrete repairs.

RECOMMENDED ACTIONS:

- a. Approve Change Order No. 1 to Contract No. 3564 with CJ Concrete Construction, Inc., to reduce the quantity for root barrier installations and increase the quantity for concrete repairs, at no additional cost or savings; and
- b. Authorize the Assistant City Manager/Director of Public Works to execute Change Order No. 1.

FISCAL IMPACT: Contract No. 3564 is for an amount of \$421,370 and is funded with SB1 Funds, in Account No. 311-790-39-9470 (Capital Improvements – City Sidewalk Improvements, Phase VI). Change Order No. 1 is for a zero net amount as it removes \$90,675 in root barrier installation costs and adds \$90,675 in additional concrete repairs.

ANALYSIS: The Citywide Sidewalk Improvement Project program repairs and constructs sidewalks, driveway approaches, curb ramps, curbs and gutters. Concrete repairs, root pruning and root barriers are proposed at some locations that are adjacent to large trees. The City's arborist has evaluated this proposal and has determined that certain trees would be compromised if root barriers are installed. The reason is that root barrier installations also require additional root pruning, at a level that would jeopardize the health and stability of the tree. It is possible to complete the needed concrete repairs without installing the root barriers. This can be done by a light pruning of the tree roots with the presence of a certified arborist to oversee the operation. As such, staff is recommending that the scheduled concrete repairs be completed at those 118 sites and that the root barrier installations be eliminated. The cost savings is \$90,675. Staff is also recommending that the savings be utilized to perform additional repairs of sidewalks, curbs and gutters at approximately 60 new locations that are not yet selected, however are planned to be located in an area of the City identified in Exhibit "A."

BACKGROUND: The Citywide Sidewalk Improvement Project is a part of the Capital Improvement Program. It was implemented to repair sidewalks, driveways, curb ramps, curbs and gutters, at locations citywide.

On November 26, 2019, the City Council awarded construction Contract No. 3564 to CJ Concrete Construction, Inc. in the amount of \$421,370. Construction is planned to start on February 24, 2020.

On January 30, 2020, City staff and the contractor held a pre-construction meeting to discuss the scope of work of the project. At said meeting, the contractor expressed concerns with the proposed installation of root barriers in and around large street trees. Consequently, the City's arborist (West Coast Arborist (WCA)) was commissioned to evaluate this issue.

On February 10, 2020, WCA submitted a written report to the City. The report concluded that root barrier installation could jeopardize the health of trees at 118 of the 123 original proposed sites (See Exhibit B). Based on the report, root barriers can only be installed at 5 sites. As such, for the 118 sites, staff is recommending eliminating the installation of the root barriers, root pruning under the guidance of certified arborist, and completing the needed concrete repairs.

The total contract cost of the root barrier installations is \$94,250 (See Exhibit C). The final cost would be reduced to \$3,575, leaving a savings of \$90,675. City staff recommends redirecting the savings to perform \$90,675 in additional concrete repairs at estimated 60 new locations citywide to be determined as the construction progresses.

The impact of Change Order No 1 is summarized below:

Construction Contract Amount	Quantity	\$421,370
Eliminate Root Barrier Installations	1,395 Feet	(\$90,675)
*Additional Sidewalk Repairs	5,700 Square Feet	\$47,025
*Curb and Gutter Repairs	205 Feet	\$12,300
*Tree Removals	11 (each)	\$31,350
Final Construction Contract		\$421,370

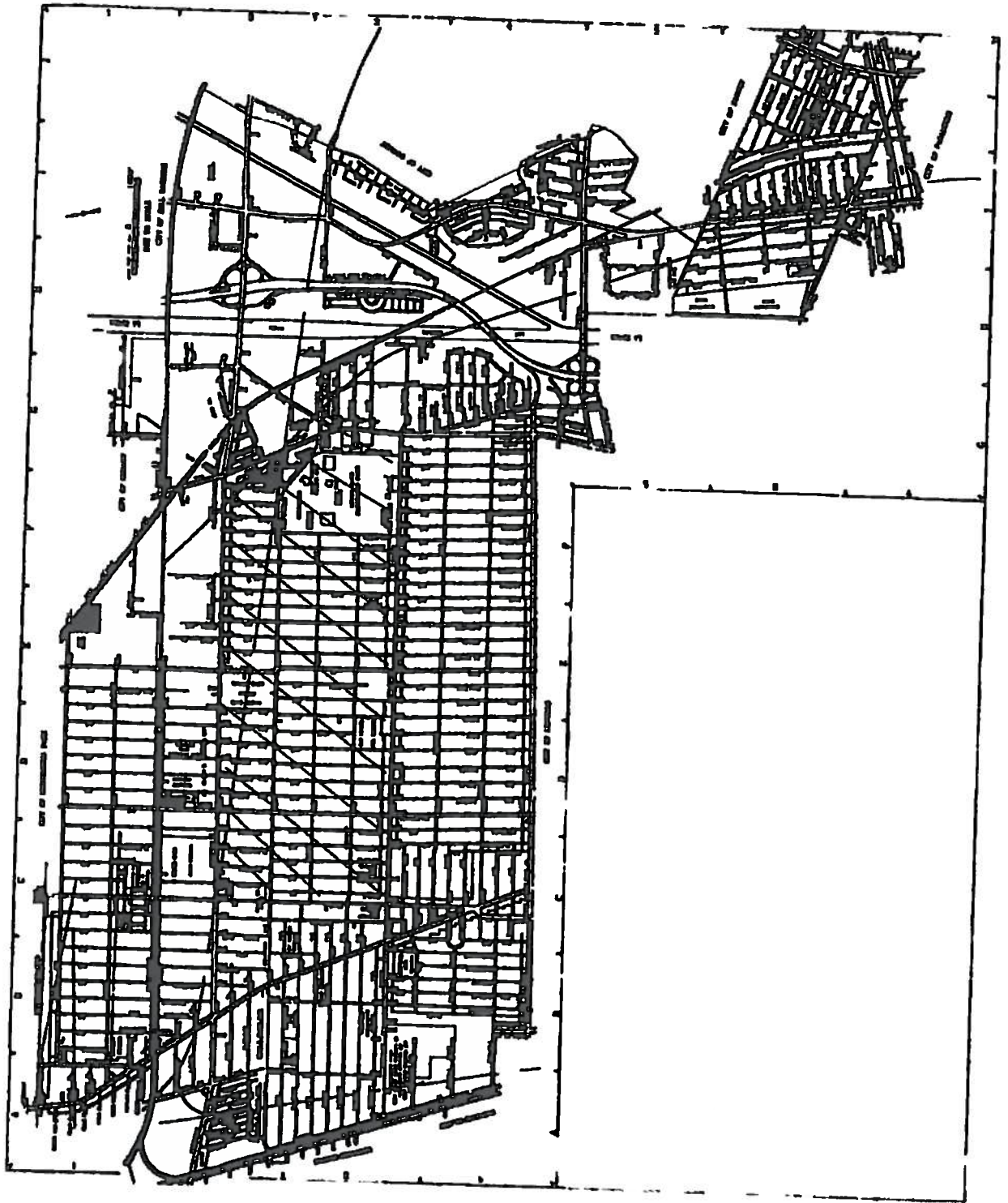
* These are estimated quantities.

The project budget is summarized below.

Construction Services	SB 1
Design & Administration	\$12,580
Construction Contract	\$421,370
Change Order No. 1	\$000
Construction Contingency	\$32,800
Inspection & Labor Compliance	\$22,500
Inspection Contingency	\$2,250
Staff Time (Construction Management)	\$8,500
Total	\$500,000

- ATTACHMENTS:**
- A. Citywide Map
 - B. Root Barrier Report
 - C. Original Bid Amounts

JR:lc





February 7, 2020

City of South Gate
ATTN: John Rico
8650 California Avenue
South Gate, CA 90280

RE: Sidewalk Project

Dear Mr. Rico,

This report has been prepared to present the results from the field observation of 123 proposed construction activity sites. These sites were listed on a pdf prepared by City staff and sent to West Coast Arborists, Inc. on February 4th, 2020. The purpose of the observations was to determine the suitability of installing 18" deep root barrier vertically in the soil along city sidewalks during sidewalk reconstruction. The request by City staff was to note in yes/no fashion whether root barrier could be installed at the locations highlighted on the sent list.

Sites were inspected by Tim Crothers from February 5th to February 7th, 2020. It was determined that only five locations may receive root barrier, should the City decide to install it, to prevent future damage from roots growing beneath sidewalks. There are significant structural roots from mature trees at the other 118 locations. These structural roots are necessary for optimal tree health and stability.

Tree benefits increase as the age and size of trees increase; however, the likelihood of infrastructure conflicts and potential risks also rise. Striking a balance between benefits that individuals and communities derive from trees and the potential conflicts and risks is one of the main goals in assessing and managing an urban forest. If a pedestrian sidewalk adjacent to the subject tree is required, I have the following factors and recommendation options to consider:

Construction Damages/ Risks – If trees are to be preserved during sidewalk reconstruction, it is likely that there will be some level of root pruning. Root pruning is an injurious practice that can have significant negative impacts to a tree's health and stability, it is to be avoided when possible. If root pruning must be performed, it is recommended to have an ISA certified arborist perform selective root pruning with an air spade to minimize impacts. In addition to root pruning, soil compaction and crushing damage to roots by heavy equipment can be significantly impact tree health as well. If keeping heavy equipment off the soil is not possible, it is recommended to install a 4-inch

Page 1

West Coast Arborists, Inc.

2200 E. Via Burton Street, Anaheim, CA 92806 714.991.1900 800.521.3714 Fax 714.956 3745

4



layer of mulch with ¾ inch plyboards on top within the tree's drip line to help mitigate damages.

The options for the 118 sites where root barrier cannot be installed include ramping the new sidewalk up over offending roots, which may mean more sidewalk would need to be removed to achieve ADA compliance. Pruning only certain roots over 1 ½" diameter with a certified arborist present to ensure base material can be installed for the specified sidewalk thickness is another option to minimize damage to the tree and still install per approved plans.

Please refer to the Excel spreadsheet provided in this communication. Column C gives the field determination that the city requested. If you have any question, please feel free to call.

Final Statement – It is with the health and safety of the community in mind for which I present these recommendations.

Respectfully,

Timothy A Crothers

Tim Crothers

ISA Board Certified Master Arborist #WE-7655BUM

ISA Qualified Risk Assessor

CA DPR Qualified Applicator License 145321

West Coast Arborists Inc.

**CITYWIDE SIDEWALK IMPROVEMENT PROJECT, PHASE VI
CITY PROJECT No. 599-ST**

Contractor's Name Concrete Construction, Inc.

Honorable Mayor and City Council
South Gate, California:

November 4th 2019

In accordance with Notice Inviting Bids for

**CITYWIDE SIDEWALK IMPROVEMENT PROJECT, PHASE VI
CITY PROJECT No. 599-ST**

The undersigned declares that he/she has carefully examined Plans and Specification for this project and read notice to bidders, and is familiar with the requirements therein contained, and proposes to furnish all labor, material, and supplies necessary to accomplish the work outlined therein at the following prices:

Section 3-2.2.1 of the Standard Specifications is hereby amended by addition of the following: If a bid item is deleted in its entirety and that bid item has no direct effect on performance of any other bid items, no adjustment in bid prices for any items will be provided.

The Contract will be awarded based on the Total Bid Cost.

CITYWIDE SIDEWALK IMPROVEMENT PROJECT, PHASE VI - ADDENDUM NO. 1					
NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	TOTAL
1	Remove and Reconstruct Sidewalk Complete Per SPPWC Standards	17,900	SF	\$ 8.25	\$ 147,075.00
2	Remove and Reconstruct 6" Curb & Gutter Complete Per SPPWC Standards	210	LF	\$ 60.00	\$ 12,600.00
3	Remove and Reconstruct 8" Curb & Gutter Complete Per SPPWC Standards	750	LF	\$ 65.00	\$ 48,750.00
4	Remove and Reconstruct 6" Curb Only Complete Per SPPWC Standards	200	LF	\$ 40.00	\$ 8,000.00
5	Remove and Reconstruct 8" Curb Only Complete Per SPPWC Standards	210	LF	\$ 45.00	\$ 9,450.00
6	Remove and Reconstruct Concrete Driveway Complete Per SPPWC Standards	600	SF	\$ 10.00	\$ 6,000.00
7	Removal of Tree Complete	17	EA	\$ 27,350	\$ 464,950.00
8	Removal of Tree Stump Complete	2	EA	\$ 500.00	\$ 1,000.00
9	Furnish and Install Root Barrier Complete	1,450	LF	\$ 29.00	\$ 41,950.00

CITYWIDE SIDEWALK IMPROVEMENT PROJECT, PHASE VI ADDENDUM NO. 1					
NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	TOTAL
10	Construct New Concrete Curb Ramp per SPPWC Standard Plans Complete with Truncated Domes	8	EA	\$4,147.50	\$33,180.00
11	Survey Monument Restoration Complete	2	EA	\$1,197.50	\$2,395.00
TOTALS					

TOTAL BID AMOUNT IN NUMBERS:

9421,370.00

TOTAL BID AMOUNT IN WORDS:

four hundred twenty one thousand three hundred

*seven
c/100
c/100
2 1/2
cents*

The City of South Gate reserves the right to reject any and all bids, or delete portions of any and all bids or waive any informality or irregularity in the bid or the bid procedures and shall be the sole judge of the bids received.

The undersigned has carefully checked all of the above figures and understands that the City of South Gate, or any officer thereof, will not be responsible for any errors or omissions on the part of the undersigned in submitting this bid. In case words and figures stated here in do not agree, the words shall govern and the figures shall be disregarded. In case the unit price and the total amount stated for any item are not in agreement, the unit price shall govern and the amount shall be corrected to conform thereto. In case of any discrepancy between Item Total Prices and Total Base Bid, the Item Total Prices shall prevail and the Total Base Bid shall be adjusted to conform to the Item Total Prices. The Contract shall then be awarded to the lowest qualified bidder based on the Total Base Bid.

Contractor: CJ Concrete Construction, Inc.

License No: 720984A

Expiration date: 4/3/20

DIR Public Works Contractor Registration No. 1000002154

Name: John C. Sarnu

Title: President

Signature: [Signature]

**CITY OF SOUTH GATE
PUBLIC WORKS DEPARTMENT
CONTRACT CHANGE ORDER**

Page 1 of 1

CHANGE ORDER	2	CITY PROJECT #:	899-ST
PROJECT TITLE:	Sidewalk Improvement Project Phase VI	PURCHASE ORDER #:	6468
CONTRACT #:	3584	CHANGE REQUESTED BY:	City of South Gate
CONTRACTOR:	CJ Concrete Construction, Inc.	DATE:	4/14/2020
ADDRESS:	10142 Shoemaker Ave	ACCOUNT NO.:	311-790-39-9470
	Santa Fe Springs, CA 90670		

You are directed to make the following changes from the plans and specifications or do the following described work not included in the plans and specifications for this contract.

CHANGE ORDER SUMMARY	Cost	Working Days
Original Contract Amount:	\$ 421,370.00	30
Previous Change Order No. 1 amounts to date:	\$ -	7
Current Change Order No. 2 amounts to date:	\$ 5,704.00	0
Total Increase (or decrease) to contract (all change orders) to date:	\$ 5,704.00	7
Revised Total Contract Amount:	\$ 427,074.00	37
Percentage of Total Increase (or Decrease) to Contract Amount to Date:	1.35%	

DESCRIPTION OF CHANGE ORDER WORK TO BE PERFORMED, ESTIMATE OF QUANTITIES, AND PRICES TO BE PAID:

Change in Bid Item Quantities										
BID ITEMS	DETAILED DESCRIPTION	UNIT	CONTRACT QUANTITY	CHANGE ORDER QUANTITY	PREVIOUS ESTIMATE	ADJUSTED CONTRACT QUANTITY TO DATE	CONTRACT UNIT PRICE	ADJUSTED UNIT PRICE	CONTRACT CHANGE ORDER AMOUNT	Time Extension Working Days
1	Remove and Reconstruct Sidewalk	SF	17,000.00	152.00	0.00	18,052.00	\$4.25	\$4.00	\$ 1,254.00	0
7	Removal of Tree	EA	17.00	1.00	0.00	16.00	\$2,850.00	\$2.00	\$ 2,850.00	0
8	Removal of Tree Stump	EA	2.00	2.00	0.00	4.00	\$400.00	\$4.00	\$ 1,600.00	0
									Total Cost: \$ 5,704.00	0

THE TOTAL AMOUNT OF THIS CONTRACT CHANGE ORDER IS: \$

Approval Recommended by: [Signature]
Paul Kelzer, Project Inspector - Interwest

Date: 6-1-20

Approval Recommended by: [Signature]
John Rice, Project Manager - City of South Gate

Date: 5-29-20

Approval Recommended by: [Signature]
Jose Leora, Interim Assistant City Engineer - City of South Gate

Date: 6-3-2020

Accepted by: [Signature]
Arana Cervantes, P.E., Assistant City Manager/Director of Public Works - City of South Gate

Date: 6-3-2020

We, the undersigned Contractor, have given careful consideration to the change proposed and hereby agree, if this proposal is approved, that we will provide all equipment, furnish all materials, except as may be otherwise noted above, and perform all services necessary for the work above specified, and will accept as full payment therefore the prices shown above. NOTE: If you, the Contractor, do not sign acceptance of this Order, your attention is directed to the requirements of the Specifications as to proceeding with the ordered work and filing a written protest within the time therein specified.

Accepted by: [Signature]
Hector Hernandez, CJ Concrete Construction, Inc.

Date: 5-28-20

Title: Superintendent

COPY OF FEE PROPOSAL

CJ CONCRETE CONSTRUCTION, INC.

10142 Shoemaker Ave. Santa Fe Springs, Ca. 90670

CONTRACTORS LICENSE # 720989 A

562-777-2222 - 562-777-2220

DATE 5/27/2020

City of South Gate
8550 California Ave
South Gate , CA 90280

ATTENTION

John Rico
323 563 9594

City Engineer
irico@sogate.org

PROJECT City Wide Sidewalk Improvements Project Phase V1
City Project No. 599-ST

WEEK 10

Billing # 4

Invoice # 5431

Date Generated 5/27/2020

Work Performed 4/27/20 to 5/3/20

Please find attached supporting worksheets and documents

Total Earned \$ 5,704.00

Retention Witheld (5%) \$ 285.20

Total Due This Billing \$ 5,418.80

Approved By

HECTOR HERNANDEZ
Superintendent for CJ

John Rico
City of South Gate

Date Signed

Date Signed

**AGREEMENT FOR THE CITYWIDE SIDEWALK IMPROVEMENT PROJECT,
PHASE VI, CITY PROJECT No. 599-ST, BETWEEN
THE CITY OF SOUTH GATE AND C J CONCRETE CONSTRUCTION, INC.**

This Agreement for the Citywide Sidewalk Improvement Project, Phase VI, City Project No. 599-ST ("Agreement"), is made and entered into on November 26, 2019, by and between the City of South Gate, a municipal corporation ("City"), and C J Concrete Construction, Inc., a California corporation, License No. 720989A ("Contractor"). City and Contractor are sometimes hereinafter individually referred to as a "Party" and collectively referred to as "Parties."

The City and the Contractor hereto mutually agree as follows:

ARTICLE I

THE PROJECT

For and in consideration of the mutual promises set forth herein, Contractor agrees with City to perform and complete in good and workmanlike manner all work required by the Contract Documents for City Contract No. _____, which involves the Citywide Sidewalk Improvement Project Phase VI, City Project No. 599-ST.

Said work shall be performed in accordance with the Plans, Specifications, and other Contract Documents, all of which are referenced in Article III hereof and incorporated herein as though fully set forth. Contractor shall furnish at its own expense all labor, materials, equipment and services necessary therefore, except such labor, materials, equipment and services as are specified in the Contract Documents to be furnished by City.

ARTICLE II

CONTRACT SUM AND PAYMENT

For performing and completing the work in accordance with the Contract Documents, City shall pay Contractor, in full compensation therefore, the contract sum of Four Hundred Twenty One Thousand Three Hundred Seventy (\$421,370.00) as set forth in the Bid Schedule(s) that are included among the Contract Documents. Said sum shall constitute payment in full for all work performed hereunder, including, without limitation, all labor, materials, equipment, tools and services used or incorporated in the work, supervision, administration, overhead, expenses and any and all other things required, furnished or incurred for completion of the work as specified in the Contract Documents. City shall make payments to Contractor on account of the contract sum at the time, in the manner, and upon the conditions specified in the Contract Documents.

ARTICLE III

CONTRACT DOCUMENTS

The Contract Documents, which constitute the entire Agreement between the City and the Contractor, are enumerated as follows: the Notice Inviting Bids, the Instructions to Bidders, the Accepted Proposal, the Bid Schedule(s), the List of Subcontractors, Contractor's Industrial Safety Record, the Contractors Qualification Statement, the Bid Security Forms for Check or Bond, this Agreement, the Worker's Compensation Insurance Certificate, the Performance Bond, the Payment Bond, the Non-Collusion Affidavit, the Specifications, and Special Provisions and all addenda as prepared prior to the date of bid opening setting forth any modifications or interpretations of any of said documents, and any and all supplemental agreements heretofore or herewith executed amending or extending the work contemplated and which may be required to complete the work in a substantial and acceptable manner, all of which are referred to as the Contract Documents. These form the entire "Contract", and all are as fully a part of the Contract as if attached to this Agreement or repeated herein.

ARTICLE IV

INDEMNIFICATION

The Contractor shall indemnify, hold harmless and defend (with counsel selected by the City), the City of South Gate and its affiliated entities, its officers, employees, consultants and sub-consultants, their respective officers, agents, employees (collectively the "Indemnified Parties"), from any and all claims and losses whatsoever occurring or resulting to any and all persons, firms, or corporations furnishing or supplying work, services, materials, or supplies in connection with the performance of this Agreement, any and all claims, lawsuits or actions arising from the awarding or execution of this Agreement, and from any and all claims and losses occurring or resulting to any person, firm, corporation or property for damage, injury, death arising out of or connected with the Contractor's obligation to indemnify, defend and save harmless the "Indemnified Parties" as stated hereinabove including, but not be limited to, paying all legal fees and costs incurred in connection with any such claims, losses, lawsuits or actions. THIS PROVISION SHALL SURVIVE THE COMPLETION OF WORK AND SERVICES TO BE PROVIDED UNDER THIS AGREEMENT AND THE OTHER CONTRACT DOCUMENTS.

ARTICLE V

COMMENCEMENT, COMPLETION AND LIQUIDATED DAMAGES

Contractor shall commence work on a date to be specified in a written Notice to Proceed from the City's Director of Public Works, and shall complete all work within thirty (30) working days thereafter (subject to "force majeure" delays, if any, to the extent allowed under the Contract Documents). If the work is not completed within that time, Contractor shall owe and pay to the City liquidated damages in the amount or amounts set forth in the Contract Documents.

ARTICLE VI

EFFECTIVE DATE

This Agreement is effective on November 26, 2019.

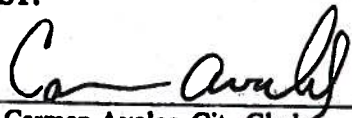
IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed and attested by their respective officers thereunto duly authorized.

CITY OF SOUTH GATE:


By: 
Belén Bernal, Mayor

Dated: November 26, 2019

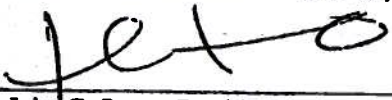
ATTEST:

By: 
Carmen Avalos, City Clerk
(SEAL)

APPROVED AS TO FORM:

By: 
Raul F. Salinas, City Attorney

C J CONCRETE CONSTRUCTION, INC.:

By: 
John C. Sarno, President

Dated: November 20th, 2019


WORKER'S COMPENSATION INSURANCE CERTIFICATE

The Contractor shall execute the following form as required by the California Labor Code, Sections 1860 AND 1861.

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work of this Contract.

DATED: November 20th 2019

CONTRACTOR:
C J CONCRETE CONSTRUCTION, INC.

By: 

John C. Sarno, President

ATTEST:

By: _____
Signature

Title

INDEMNIFICATION AND LIABILITY INSURANCE REQUIREMENTS

The following requirements must be met when submitting insurance certificates to the City of South Gate in connection with Public Works and other projects:

1. The insurance certificate must be issued to the City of South Gate, 8650 California Avenue, South Gate, CA 90280, attention of the City Engineer.
2. The City of South Gate, South Gate Housing Authority, and their officers, employees, elected officials, and agents must be shown as additional insured per ISO CG 20 10 11 85, and separate endorsement signed by an authorized representative of the insurance company is required.
3. The City has the right to request a copy of complete insurance policy including all endorsements and certificates.
4. The Certificate must include cross liability coverage either included in the Commercial General Liability coverage, and so indicate on the face of the Certificate under that heading or by separate endorsement.
5. The Certificate should also indicate that the insurance covers "All Operations" or should specify the particular services to be provided.
6. Contractor shall procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors.

Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Insurance Services Office Commercial General Liability coverage (occurrence from CG 0001).
2. Insurance Services Office form number CA 0001 (Ed. 1/87) covering Automobile Liability, code 1 (any auto).
3. Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.
4. Course of Construction insurance covering for "all risks" of loss. Earthquake and flood insurance is not required to be furnished by the Contractor.

Contractor shall maintain limits no less than:

1. **General Liability:** \$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the project which is the subject of this Agreement and the location where work thereunder is to be performed, or the general aggregate limit shall be twice the required occurrence limit.
2. **Automobile Liability:** \$1,000,000 per accident for bodily injury and property damage.
3. **Employer's Liability:** \$1,000,000 per accident for bodily injury or disease.
4. **Course of Construction:** Completed value of the project that is the subject of this Agreement.

Deductibles and Self-Insured Retention

Any deductibles or self-insured retention must be declared to and approved by the City. At the option of the City, either the insurer shall reduce or eliminate such deductibles or self-insured retention as respects the City, its officers, officials, employees and volunteers; or the Contractor shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration and defense expenses.

Other Insurance Provisions

The general liability and automobile policies are to contain, or be endorsed to contain, the following provisions:

1. The City, its officers, officials, employees, and volunteers are to be covered as insurers with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the Contractor; and with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance or as a separate owner's policy.
2. For any claims related to the project that is the subject of this Agreement, the Contractor's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled, or modified, by either party, except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the City.

Course of construction policies shall contain the following provisions:

1. The City shall be named as loss payee.
2. The insurer shall waive all rights of subrogation against the City.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII.

Verification of Coverage

Contractor shall furnish the City with original certificates and amendatory endorsements effecting coverage required by this clause. The endorsements should be on forms provided by the City or on other than the City's forms, provided those endorsements or policies conform to the requirements. All certificates and endorsements are to be received and approved by the City before work commences. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.

Subcontractors

Contractor shall include all subcontractors as insurers under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverage for subcontractors shall be subject to all of the requirements stated herein.

Indemnification

The Contractor shall indemnify, hold harmless and defend (with counsel selected by the City of South Gate), the City of South Gate, the City of South Gate Housing Authority, their consultants and sub-consultants, and their respective officers, agents, and employees, from any and all claims and losses whatsoever occurring or resulting to any and all persons, firms, corporations or other entities furnishing or supplying work, services, materials, or supplies in connection with the performance of this Agreement, any and all claims, lawsuits or actions arising from the awarding or execution of this Agreement, and from any and all claims and losses occurring or resulting to any person, firm, corporation or other entity, or property for damage, injury, death arising out of or connected with the Contractor's obligation to indemnify, defend and save harmless the City of South Gate, the City of South Gate Housing Authority, their consultants, sub-consultants, and other parties listed above, as stated hereinabove shall include, but not be limited to, paying all legal fees and costs incurred by legal counsel of the City of South Gate's choice in representing the City of South Gate, the City of South Gate Housing Authority, consultants and sub-consultants in connection with any such claims, losses, lawsuits or actions. THIS PROVISION SHALL SURVIVE THE COMPLETION OF WORK AND SERVICES TO BE PROVIDED UNDER THIS AGREEMENT.

**CITYWIDE SIDEWALK IMPROVEMENT PROJECT, PHASE VI
CITY PROJECT NO. 599-ST**

**FAITHFUL PERFORMANCE BOND
100% OF CONTRACT AMOUNT**

KNOW ALL MEN BY THESE PRESENTS:

WHEREAS, the City of South Gate ("City" herein) has awarded to C J Concrete Construction, Inc. ("Contractor" herein) a Contract for:

CITYWIDE SIDEWALK IMPROVEMENT PROJECT, PHASE VI, CITY PROJECT NO. 599-ST; and

WHEREAS, said Contract is incorporated herein by this reference; and

WHEREAS, said Contractor is required under the terms of said Contract to furnish a bond for the faithful performance of said Contract;

NOW, THEREFORE, we, Contractor and _____ as Surety, are held and firmly bound unto the City in the penal sum of **Four Hundred Twenty-One Thousand Three Hundred Seventy (\$421,370.00)** lawful money of the United States, for the payment of which we bind ourselves, our heirs, successors, executors and administrators, jointly and severally, firmly by these presents.

The condition of this obligation is such that the obligation shall become null and void if the above-bounded Contractor, his or its heirs, executors, administrators, successors, or assigns, shall in all things stand to, abide by, well and truly keep and perform the covenants, conditions and provisions in said Contract and any alteration thereof made as therein provided, on his or their part, to be kept and performed at the time and in the manner therein specified, and in all respects according to their true intent and meaning, and shall indemnify and save harmless the City, its officers, agents and employees, as therein stipulated; otherwise, this obligation shall be and remain in full force and effect.

As a part of the obligation secured hereby, and in addition to the face amount specified, costs and reasonable expenses and fees shall be included, including reasonable attorneys' fees, incurred by the City in successfully enforcing the obligation, all to be taxed as costs and included in any judgment rendered.

The Surety hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract, the work to be performed thereunder, or the specifications that accompany the Contract shall in any manner affect its obligations on this bond. The Surety hereby waives notice of any such change, extension of time, alteration or addition to the terms of the Contract, the work, or the specifications.

Contract No. 3564

Note: All signatures must be acknowledged before a notary public. Attach appropriate acknowledgment.

CONTRACTOR:
C J CONCRETE CONSTRUCTION, INC.

By: 
John C. Sarno

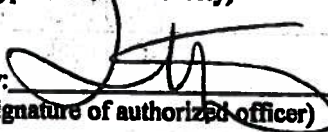
Title: President

10142 Shoemaker Ave, Santa Fe Springs, CA 90670
(Type address of Contractor)

Merchants Bonding Company (Mutual)
(Type name of Surety)

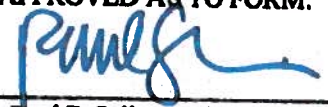
P O Box 14498

Des Moines, IA 50306
(Type address of Surety)

By: 
(Signature of authorized officer)

Jennifer Castillo , Attorney-in-fact
(Title of officer)

APPROVED AS TO FORM:


Raul F. Salinas, City Attorney

Contract No. 3564

Note: All signatures must be acknowledged before a notary public. Attach appropriate acknowledgment.

CONTRACTOR:
C J CONCRETE CONSTRUCTION, INC.

By: 
John C. Sarno

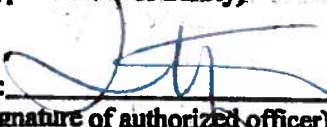
Title: President

10142 Shoemaker Ave, Santa Fe Springs, CA 90670
(Type address of Contractor)

Merchants Bonding Company (Mutual)
(Type name of Surety)

P O Box 14498

Des Moines, IA 50306
(Type address of Surety)

By: 
(Signature of authorized officer)

Jennifer Castillo , Attorney-in-fact
(Title of officer)

APPROVED AS TO FORM:

Raul F. Salinas, City Attorney

State of Arizona

County of Maricopa

On this 26th day of November, 2019, before me

personally appeared Jennifer Castillo

personally known to me or proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the foregoing instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity on behalf of which the person(s) acted, executed the instrument.

By: Melanie Ankeney
Notary Public
Melanie Ankeney

My Commission Expires:
July 12, 2023



CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

CIVIL CODE § 1189

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

State of California)
County of Los Angeles)
On 11-20-19 before me, Rachel Andrea Jimenez, Notary Public
Date Here Insert Name and Title of the Officer
personally appeared John C. Sarno
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature Rachel Andrea Jimenez
Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document
Title or Type of Document: faithful performance bond
Document Date: November 20th, 2019 Number of Pages: 2
Signer(s) Other Than Named Above: None

Capacity(ies) Claimed by Signer(s)

Signer's Name: John C. Sarno
Corporate Officer - Title(s): president
Partner - Limited General
Individual Attorney in Fact
Trustee Guardian or Conservator
Other:

Signer's Name: N/A
Corporate Officer - Title(s):
Partner - Limited General
Individual Attorney in Fact
Trustee Guardian or Conservator
Other:

Signer Is Representing: CJ concrete construction, inc.

Signer Is Representing:

**CITYWIDE SIDEWALK IMPROVEMENT PROJECT, PHASE VI
CITY PROJECT NO. 599-ST**

100% PAYMENT BOND

WHEREAS, the City of South Gate, South Gate, California ("City" herein), has awarded to C J Concrete Construction, Inc., ("Contractor" herein) a Contract for the work described as follows:

**CITYWIDE SIDEWALK IMPROVEMENT PROJECT, PHASE VI
CITY PROJECT NO. 599-ST**

WHEREAS, said Contractor is required to furnish a bond in connection with said Contract, to secure the payment of claims of laborers, mechanics, material suppliers and other persons, as provided by law;

NOW, THEREFORE, we, the undersigned Contractor and Surety, are held firmly bound unto the City in the sum of Four Hundred Twenty-One Thousand Three Hundred Seventy (\$421,370.00) for which payment well and truly to be made we bind ourselves, our heirs, executors and administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if said Contractor, its heirs, executors, administrators, successors, assigns, or subcontractors shall fail to pay any of the persons named in Civil Code Section 9100(a), or amounts due under the Unemployment Insurance Code with respect to work or labor performed under the Contract, or any amounts required to be deducted, withheld, and paid over to the Employment Development Department from the wages of employees of the Contractor and its subcontractors pursuant to Section 13020 of the Unemployment Insurance Code, with respect to such work and labor, then the Surety herein will pay for the same in an amount not exceeding the sum specified in this bond, otherwise the above obligation shall be void. If suit is brought upon this bond, the said Surety will pay a reasonable attorney's fee to the plaintiff(s) and the City in an amount to be fixed by the court.

This bond shall inure to the benefit of any of the persons named in Civil Code Section 9100(a) as to give a right of action to such persons or their assigns in any suit brought upon this bond.

Said Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or modification of the Contract Documents or the work to be performed thereunder shall in any way affect its obligations on this bond, and it does hereby waive notice of such change, extension of time, alteration or modification of the Contract Documents or of work to be performed thereunder.

Contract No. 3564

IN WITNESS WHEREOF, this instrument has been duly executed by the above-named Contractor and Surety on November 26, 2019.

Note: All signatures must be acknowledged before a notary public. Attach appropriate acknowledgment.

CONTRACTOR:
C J CONCRETE CONSTRUCTION, INC.

By: 
John C. Sarno, President

10142 Shoemaker Ave, Santa Fe Springs, CA 90670
(Type address of Contractor)

Merchants Bonding Company (Mutual)
(Type name of Surety)


P O Box 14498

Des Moines, IA 50306
(Type address of Surety)

By: 
(Signature of authorized officer)

Jennifer Castillo, Attorney-in-fact
(Title of officer)

APPROVED AS TO FORM:


Raul F. Salinas, City Attorney

IN WITNESS WHEREOF, this instrument has been duly executed by the above-named Contractor and Surety on November 26, 2019.

Note: All signatures must be acknowledged before a notary public Attach appropriate acknowledgment.

CONTRACTOR:
C J CONCRETE CONSTRUCTION, INC.

By: 
John C. Sarno, President

10142 Shoemaker Ave, Santa Fe Springs, CA 90670
(Type address of Contractor)

Merchants Bonding Company (Mutual)
(Type name of Surety)

P O Box 14498

Des Moines, IA 50306
(Type address of Surety)

By: 
(Signature of authorized officer)

Jennifer Castillo, Attorney-in-fact
(Title of officer)

APPROVED AS TO FORM:

Raul F. Salinas, City Attorney

State of Arizona

County of Maricopa

On this 26th day of November, 2019, before me

personally appeared Jennifer Castillo

personally known to me or proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the foregoing instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity on behalf of which the person(s) acted, executed the instrument.

By: Melanie Ankney
Notary Public
Melanie Ankney

My Commission Expires:
July 12, 2023



MERCHANTS BONDING COMPANY POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa (herein collectively called the "Companies") do hereby make, constitute and appoint, individually, Chrystal Hedges, David J McKee; Jennifer Castillo, Joseph A Clarken III, Melanie Ankeney; Patrick R Hedges; Ted H Rarrick

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 18, 2015.

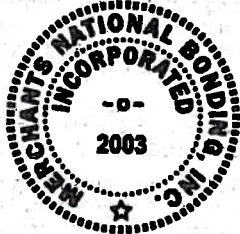
"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 8th day of July, 2019.

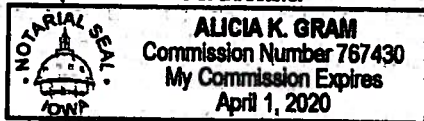


MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.

By *Larry Taylor*
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this this 8th day of July 2019, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seats of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



Alicia K. Gram
Notary Public

(Expiration of notary's commission does not invalidate this instrument)

I, William Warner, Jr. Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 26th day of November, 2019.



William Warner Jr.
Secretary

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

CIVIL CODE § 1189

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

State of California)
County of Los Angeles)
On 11/20/19 before me, Rachel Andrea Jimenez, Notary Public
Date Here Insert Name and Title of the Officer
personally appeared John C. Sarno
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies); and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature Rachel Andrea Jimenez
Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: Payment Bond
Document Date: November 20th, 2019 Number of Pages: 2
Signer(s) Other Than Named Above: None

Capacity(ies) Claimed by Signer(s)

Signer's Name: John C. Sarno
Corporate Officer - Title(s): president
Partner - Limited General
Individual Attorney In Fact
Trustee Guardian or Conservator
Other:

Signer's Name: N/A
Corporate Officer - Title(s):
Partner - Limited General
Individual Attorney In Fact
Trustee Guardian or Conservator
Other:

Signer Is Representing: CJ Concrete Construction, Inc.

Signer Is Representing:

NON-COLLUSION AFFIDAVIT TO BE EXECUTED BY EACH AWARDEE OF A PRINCIPAL CONTRACT

STATE OF CALIFORNIA)
) SS.
COUNTY OF)

John C. Sarno being first duly sworn, deposes and says that he is
president of CJ Concrete Construction, Inc. (sole owner, a partner, president, etc.) the party making the foregoing bid, that such bid is not made in the interest of or behalf of any undisclosed person, partnership, company, association, organization or corporation, that such bid is genuine and not collusive or sham, that said bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding, that said bidder has not in any manner, directly or indirectly, sought by agreements, communication or conference with anyone to fix the bid price of said bidder or of any other bidder, or to fix the overhead, profit or cost element of such bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the Contract or anyone interested in the proposed Contract; that all statements contained in such bid are true and, further, that said bidder has not, directly or indirectly, submitted his bid price, or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid and will not pay any fee in connection therewith to any corporation, partnership, company, association, organization, bid depository or to any member or agent thereof, or to any other individual, except to such person or persons as have a partnership or other financial interest with said bidder in their general business.

Signed [Signature]
president
Title

Subscribed and sworn to before me this 26th day of November, 2019.
[Signature]
Notary Public

(Attach Notary Certificate)

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

CIVIL CODE § 1189

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

State of California)
County of Los Angeles)

On November 26th, 2019 before me, Rachel Andrea Jimenez, Notary Public
Date Here Insert Name and Title of the Officer

personally appeared John C. Sarno
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature Rachel Andrea Jimenez
Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: Non-Collusion Affidavit
Document Date: November 26th, 2019 Number of Pages: 1
Signer(s) Other Than Named Above: NONE

Capacity(ies) Claimed by Signer(s)

Signer's Name: John C. Sarno
 Corporate Officer -- Title(s): president
 Partner -- Limited General
 Individual Attorney in Fact
 Trustee Guardian or Conservator
 Other: _____

Signer's Name: NONE
 Corporate Officer -- Title(s): _____
 Partner -- Limited General
 Individual Attorney in Fact
 Trustee Guardian or Conservator
 Other: _____

Signer Is Representing: CJ concrete construction, inc.

Signer Is Representing: _____

RECEIVED

City of South Gate

Item No. 7

JUN 8 2020

CITY COUNCIL

CITY OF SOUTH GATE
OFFICE OF THE CITY MANAGER

12:25pm

AGENDA BILL

For the Regular Meeting of: **June 9, 2020**
Originating Department: Administrative Services

Department Director:


Jackie Acosta

City Manager:


Michael Flad

SUBJECT: EXCESS WORKERS' COMPENSATION INSURANCE POLICY WITH SAFETY NATIONAL CASUALTY CORPORATION

PURPOSE: To renew the City's excess workers' compensation insurance policy with Safety National Corporation through Alliant Insurance Services, Inc.

RECOMMENDED ACTIONS:

- a. Approve an excess workers' compensation insurance policy with Safety National Corporation, through Alliant Insurance Services, Inc., for a one-year term of July 1, 2020 through July 1, 2021, with the option to renew for a second, one-year term at the same rate;
- b. Authorize payment, in the amount of \$164,641, to Alliant Insurance Services, Inc., for the policy issued by Safety National Casualty Corporation; and
- c. Authorize the Mayor to execute the "Request to Bind Coverage" in a form acceptable to the City Attorney.

FISCAL IMPACT: Funds, in the amount of \$164,641, will be included in the Fiscal Year 2020/21 budget for this item in Account Number 511-220-12-6353 (Risk Management Fund – Insurance Premiums).

ANALYSIS: None.

BACKGROUND: Each year, the City's insurance broker, Alliant Insurance Services, Inc., sends out a request for quotes on our excess workers' compensation insurance policy, reviews the proposals and assists the City with finding the best and most cost effective coverage to meet our needs. This year, staff is recommending that the City Council renew the excess workers' compensation insurance policy with Safety National Casualty Corporation, through Alliant Insurance Services, Inc., for one-year effective July 1, 2020, at the rate of \$164,641. The City has the option to renew for Fiscal Year 2021/22, at the same rate of \$.5626 per \$100 of payroll, if we so choose, or to not renew if the City finds a better rate from another insurer. Consistent with prior policies, the self-insured retention (SIR) level for Police is \$1,000,000 and \$750,000 for all other employees.

ATTACHMENT: Excess Workers' Compensation Insurance Proposal 2020/21



Excess Workers' Compensation Insurance Proposal 2020 – 2021

June 3, 2020

Lilian Vanvieldt
Senior Vice President

Maria Gregoris, CSRM
Vice President

Alliant Insurance Services, Inc.
1301 Dove Street, Suite 200
Newport Beach, CA 92660
O 949 756 0271
F 949 756 2713
CA License No. 0C36861
www.alliant.com

A photograph of a modern building with a glass facade, reflecting the sky and surrounding environment. The text "City of South Gate" is overlaid on the image in a white, sans-serif font.

City of South Gate

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Company Profile

With a history dating back to 1925, Alliant Insurance Services is one of the nation's leading distributors of diversified insurance products and services. Operating through a national network of offices, Alliant offers a comprehensive portfolio of services to clients, including:

- Risk Solutions
- Employee Benefits
 - Strategy
 - Employee Engagement
 - Procurement
 - Analytics
 - Wellness
 - Compliance
 - Benefits Administration
 - Global Workforce
- Industry Solutions
 - Construction
 - Energy and Marine
 - Healthcare
 - Law Firms
 - Public Entity
 - Real Estate
 - Tribal Nations
 - And many other industries
- Co-Brokered Solutions
 - Automotive Specialty
 - Energy Alliance Program
 - Hospital All Risk Property Program
 - Law Firms
 - Parking/Valet
 - Public Entity Property Insurance Program
 - Restaurants/Lodging
 - Tribal Nations
 - Waste Haulers/Recycling
 - Business Services
 - Risk Control Consulting
 - Human Resources Consulting
 - Property Valuation

The knowledge that Alliant has gained in its more than eight decades of working with many of the top insurance companies in the world allows us to provide our clients with the guidance and high-quality performance they deserve. Our solution-focused commitment to meeting the unique needs of our clients assures the delivery of the most innovative insurance products, services, and thinking in the industry.

Alliant ranks among the 15 largest insurance brokerage firms in the United States

Alliant Advantage

	Alliant	Competition
1. Satisfying the insurance needs of business for nearly 90 years.	✓	
2. Privately owned and operated.	✓	
3. A full-service insurance agency for all your business, life and health, and personal insurance.	✓	
4. Representing over 40 insurance companies to provide the best and most affordable coverage.	✓	
5. State-licensed support staff.	✓	
6. Dedicated Certificate of Insurance personnel.	✓	
7. Risk management services to help identify hazards and present options.	✓	
8. Workers' compensation insurance claims management at no additional charge.	✓	



Your Service Team

Lilian Vanvielt
Senior Vice President
lvanvielt@alliant.com

Phone: 949 660 8116

Maria Gregoris, CSRM
Vice President
mgregoris@alliant.com

Phone: 949 660 5903

Afi Alameddine
Account Manager
Afi.Alameddine@alliant.com

Phone: 949 660 5927

Named Insured / Additional Named Insureds

Named Insured(s)
City of South Gate

NAMED INSURED DISCLOSURE

- The first named insured is granted certain rights and responsibilities that do not apply to other policy named insureds and is designated to act on behalf of all insureds for making policy changes, receiving correspondence, distributing claim proceeds, and making premium payments.
- **Are ALL entities listed as named insureds?** Coverage is not automatically afforded to all entities unless specifically named. Confirm with your producer and service team that all entities to be protected are on the correct policy. Not all entities may be listed on all policies based on coverage line.
- Additional named insured is (1) A person or organization, other than the first named insured, identified as an insured in the policy declarations or an addendum to the policy declarations. (2) A person or organization added to a policy after the policy is written with the status of named insured. This entity would have the same rights and responsibilities as an entity named as an insured in the policy declarations (other than those rights and responsibilities reserved to the first named insured).
- Applies to Professional Liability, Pollution Liability, Directors & Officers Liability, Employment Practices Liability, Fiduciary Liability policies (this list not all inclusive). Check your Policy language for applicability. These policies provide protection to the Named Insured for claims made against it alleging a covered wrongful act. Coverage is not afforded to any other entities (unless specifically added by endorsement or if qualified as a "Subsidiary" pursuant to the policy wording) affiliated by common individual insured ownership or to which indemnification is otherwise contractually owed. If coverage is desired for affiliated entities or for contractual indemnities owed, please contact your Alliant Service Team with a full list of entities for which coverage is requested. With each request, include complete financials and ownership information for submission to the carrier. It should be noted, that the underwriter's acceptance of any proposed amendments to the policy, including expansion of the scope of "insureds" under the policy could result in a potential diminution of the applicable limits of liability and/or an additional premium charge.

Line of Coverage

Excess Workers' Compensation Coverage

INSURANCE COMPANY	PRESENT 2019-2020 Safety National Casualty Corporation	PROPOSED #1 Safety National Casualty Corporation	PROPOSED #2 CSAC (indication)
A.M. BEST GUIDE RATING:	A+ (Superior); XV (\$2 Billion or greater)	A+ (Superior); XV (\$2 Billion or greater)	Not Rated-Refer to Sch. of Insurers on page 14
STANDARD & POOR'S RATING:	A+ (Strong)	A+ (Strong)	Not Rated-Refer to Sch. of Insurers on page 14
CALIFORNIA STATUS:	Admitted	Admitted	Admitted
COVERAGE TERM:	July 1, 2019 – July 1, 2020	July 1, 2020 – July 1, 2021	July 1, 2020 – July 1, 2021
LIMITS:			
Workers' Compensation Employer's Liability	Statutory \$1,000,000	Statutory \$1,000,000	Statutory \$5,000,000
ESTIMATED ANNUAL PAYROLL:	\$27,487,713	\$29,264,313	\$29,264,313
RATE PER \$100 OF PAYROLL:	0.5462	0.5626	0.3759
SELF INSURED RETENTION (SIR):			
Police:	\$1,000,000 Per Occurrence	\$1,000,000 Per Occurrence	\$1,000,000 Per Occurrence
All Others:	\$750,000 Per Occurrence	\$750,000 Per Occurrence	\$1,000,000 Per Occurrence
ESTIMATED ANNUAL PREMIUM:	\$150,138.00	\$164,641.00	\$110,000.00

INSURANCE COMPANY	PRESENT 2019-2020 Safety National Casualty Corporation	PROPOSED #1 Safety National Casualty Corporation	PROPOSED #2 CSAC (indication)
MINIMUM PREMIUM: COVERAGE/ENDORSEMENTS & EXCLUSIONS: <i>(Including but not limited to)</i>	\$135,124.00 <ul style="list-style-type: none"> • Employers' Liability Per Occurrence & Aggregate Maximum Limits Of Liability • Employers' Liability Maximum Limit And Aggregate Maximum Limit Of Indemnity • Policyholder Disclosure Notice Of Terrorism Insurance • California Short Rate Cancellation Provision – Specific Excess • California Cancellation Provision • Self-Insured Retention Per Occurrence - Police Officer, Firefighter and Corrections Officer 	90% <ul style="list-style-type: none"> • Employers' Liability Per Occurrence & Aggregate Maximum Limits Of Liability • Employers' Liability Maximum Limit And Aggregate Maximum Limit Of Indemnity • Policyholder Disclosure Notice Of Terrorism Insurance • California Short Rate Cancellation Provision – Specific Excess • California Mandatory Endorsement, if applicable • Employers' Liability Per Occurrence & Aggregate Maximum Limits Of Liability – California • Self-Insured Retention Per Occurrence - Police Officer, Firefighter and Corrections Officer 	90% <ul style="list-style-type: none"> • Punitive or exemplary damages, fines or penalties • Any payments in excess of the benefits regularly provided by the Workers' Compensation law • Labor Code 4850 benefits (optional buy-back) • Labor Code 4856 benefits • Education Section Codes 44984 and 45192
TERRORISM OPTION:	Terrorism is included in the premium above and in the options below.	Terrorism is included in the premium above and in the options below.	Terrorism is included in the premium above and in the options below.
POLICY AUDITABLE:	Yes	Yes	Yes
QUOTE VALID UNTIL:	No Longer Applicable	July 1, 2020	July 1, 2020
OPTIONAL COVERAGE:	No Longer Applicable	\$1,000,000 SIR-Option 1 Rate: 0.4807 WC Limit: Statutory EL Limit: \$1,000,000 per Occurrence/\$1,000,000 Aggregate Premium: \$140,674	\$750,000 SIR – Option 1 Rate: 0.442 \$750,000 Per Occurrence \$750,000 Per Occurrence Premium: \$130,000.00



INSURANCE COMPANY	PRESENT 2019-2020 Safety National Casualty Corporation	PROPOSED #1 Safety National Casualty Corporation	PROPOSED #2 CSAC (indication)
OPTIONAL COVERAGE - CONTINUED:	<p><u>\$1,250,000 SIR-Option 2</u> Rate: 0.4533 WC Limit: Statutory EL Limit: \$1,000,000 per Occurrence/\$1,000,000 Aggregate Premium: \$132,655</p> <p><u>\$1,500,000 SIR-Option 3</u> Rate: 0.4306 WC Limit: Statutory EL Limit: \$1,000,000 per occurrence/\$1,000,000 aggregate Premium: \$126,012</p> <p><u>Option for two years Rate Commitment is available for all options</u> July 1, 2020 - July 1, 2022</p> <p>The two years Rate Commitment option is subject to the following Contingencies: RATE COMMITMENT & CONDITIONS For purposes of this Rate Commitment: 2020 Policy Period refers to the policy period of: 07/01/2020 - 07/01/2021 2021 Policy Period refers to the policy period of: 07/01/2021 - 07/01/2022</p> <p>If the below conditions are all met, Safety National agrees that there will be no change in the premium rate per</p>	<p><u>\$500,000 SIR – Option 2</u> Rate: 0.5809 \$500,000 Per Occurrence \$500,000 Per Occurrence Premium: \$170,000.00</p> <p><u>\$2,000,000 SIR – Option 3</u> Rate: 0.2563 \$2,000,000 Per Occurrence \$2,000,000 Per Occurrence Premium: \$75,000</p>	

INSURANCE COMPANY	PRESENT 2019-2020 Safety National Casualty Corporation	PROPOSED #1 Safety National Casualty Corporation	PROPOSED #2 CSAC (indication)
OPTIONAL COVERAGE - CONTINUED:		<p>exposure for the 2021 Policy Period over the rates that had been applied to the 2020 Policy Period. The SIR and Limits will remain as per the 2020 Policy Period bound with Safety National.</p> <p>1.) No certified "act of terrorism", as defined and set forth under the Terrorism Risk Insurance Act of 2002 as amended and extended and/or re-authorized (the Act), occurs during the 2020 Policy Period.</p> <p>2.) No significant change in exposure as applicable to the type of policy with "significant" being understood to mean a 15% change in exposure for any of the Policies over that for the 2020 Policy Period bound with Safety National.</p> <p>3.) No significant change in underwriting exposure through development of, or acquisition of, non-core business, with "significant" being understood to be a change that is in excess of 5% for any Policy over that in place for 2020 Policy Period bound with Safety National.</p> <p>Safety National does consider any change in aircraft to be considered significant.</p>	

INSURANCE COMPANY	PRESENT 2019-2020 Safety National Casualty Corporation	PROPOSED #1 Safety National Casualty Corporation	PROPOSED #2 CSAC (indication)
OPTIONAL COVERAGE - CONTINUED:		<p>4.) a. No new, individual incurred loss during the 2020 Policy to exceed 50% of that Policy's applicable SIR/Retention amount with such losses to be valued as of 04/01/2021 or within 90 days prior to 07/01/2021.</p> <p>b. No development of existing claims (DOI prior to 07/01/2020) to exceed 50% of the Policy's applicable SIR/Retention amount with such losses to be valued as of 04/01/2021 or within 90 days prior to 07/01/2021.</p> <p><i>If all the above stated conditions are not met as applicable to the particular policy period renewal, the Premium Rate per payroll/exposure for the 2021 Policy Period shall not be subject to any limitation nor guarantee with respect to rate increases.</i></p> <p>The second year payroll period we will require only the following underwriting information:</p> <ul style="list-style-type: none"> --updated payroll by class code --updated loss information as outlined above --update Aircraft Information --insured's agreement to work with Safety National to complete the premium audit (whether voluntary or physical) in a timely manner. --SNCC does a premium audit at the end of each 12-month policy period. 	

INSURANCE COMPANY	PRESENT 2019-2020 Safety National Casualty Corporation	PROPOSED #1 Safety National Casualty Corporation	PROPOSED #2 CSAC (Indication)
<p>CONDITIONS:</p>	No Longer Applicable	Not Applicable	<ul style="list-style-type: none"> • Premium is subject to change <ul style="list-style-type: none"> ◦ Premium does include a \$1,000 annual Risk Management subsidy ◦ Premium does include cost for claim audit requirement ◦ Premium includes a \$2,000 Actuarial Subsidy. • Claims audit to be conducted within the first year • Actuarial Study to be conducted in the first year
<p>ADDITIONAL SERVICES:</p>	No longer applicable	MAP Client Services	<ul style="list-style-type: none"> • DMV Employer Pull Notices • EIA-TV • Risk Management Legal Advice • Target Solutions Online Employee Training • Streaming Library • Claims Index Reporting • Subsidy Funds
<p>BINDING CONDITIONS:</p>	No longer applicable	Written Request to Bind	<ul style="list-style-type: none"> • Written Request to Bind • Receipt of the executed Joint Powers Agreement (JPA) • Receipt of the executed Excess Workers' Compensation Memorandum of Understanding • Receipt of executed Board Resolution to join CSAC EIA and Designated Representative • Receipt of completed and signed Authorization to Obtain Loss Data form



It is imperative that Alliant and/or the carrier be notified IMMEDIATELY when a policyholder hires employees and/or begins operations in any state not listed in PART 3. A on the INFORMATION PAGE of the policy. Failure to obtain a workers' compensation policy in some states may result in substantial fines levied on the policyholder dating back to the original date of hire. Coverage for other states under PART 3. C. (OTHER STATES INSURANCE) of the workers' compensation policy may not fulfill the coverage verification requirement imposed by some states.

See Disclaimer Page for Important Notices and Acknowledgment

1. RATE COMMITMENT & CONDITIONS

For purposes of this Rate Commitment:

2020 Policy Period refers to the policy period of: 07/01/2020 - 07/01/2021

2021 Policy Period refers to the policy period of: 07/01/2021 - 07/01/2022

If the below conditions are all met, Safety National agrees that there will be no change in the premium rate per exposure for the 2021 Policy Period over the rates that had been applied to the 2020 Policy Period.

- 1) The SIR and Limits will remain as expiring per the 2020 Policy Period bound with Safety National.
- 2) No certified "act of terrorism", as defined and set forth under the Terrorism Risk Insurance Act of 2002 as amended and extended by the Terrorism Risk Insurance Program Reauthorization Act of 2015 (collectively, "the Act), occurs during the 2020 Policy Period.
- 3) No significant change in exposure as applicable to the type of policy with "significant" being understood to mean a 15% change in exposure for any of the Policies over that for the 2020 Policy Period bound with Safety National.
- 4) Safety National does consider any change in aircraft to be considered significant.
 - a. No new, individual incurred loss during the 2020 Policy to exceed 50% of that Policy's applicable SIR/Retention amount with such losses to be valued as of 04/01/2021 or within 90 days prior to 07/01/2021.
 - b. No development of existing claims (DOI prior to 07/01/2020) to exceed 50% of the Policy's applicable SIR/Retention amount with such losses to be valued as of 04/01/2021 or within 90 days prior to 07/01/2021.

The parties understand and agree that, if all the above stated conditions are not met as applicable to a particular policy period renewal, the Premium Rate per payroll/exposure for the 2021 Policy Period shall not be subject to any limitation nor guarantee with respect to rate increases.

The second year payroll period we will require only the following underwriting information:

- updated payroll by class code
- updated loss information as outlined above
- updated aircraft information (we must have each year for reinsurance purposes)
- updated Employee Concentration (EC) information
- insured's agreement to work with Safety National to complete the premium audit (whether voluntary or physical) in a timely manner. We do a premium audit at the end of each 12 month policy period.

CSAC Schedule of Insurers

Companies Affording Coverage	California Status	A.M. Best's Guide Rating	S&P Guide Rating
CSAC Excess Insurance Authority	Not Applicable	Not Applicable	Not Applicable
With reinsurance provided by Great American Insurance Company	Not Applicable (reinsurance)	A+ (Superior) Financial Size Category XV (\$2,000,000,000 or greater)	A+ (Stable)
CSAC Excess Insurance Authority	Not Applicable	Not Applicable	Not Applicable
With reinsurance provided by ACE American Insurance Company	Not Applicable (reinsurance)	A++ (Superior) Financial Size Category XV (\$2,000,000,000 or greater)	AA (Stable)
Liberty Insurance Corporation An excess insurance policy	Admitted	A (Excellent); Financial Size Category XV (\$2,000,000,000 or greater)	A (Stable)

Premium Summary

Coverage	Carrier	Agency / Direct	Premium*	Payment Plan
<u>Proposed - Per Expiring Option</u>	Safety National	Agency	\$164,641.00	Annual
<u>\$1,000,000 SIR – Police</u>				
<u>\$750,000 SIR – All Others</u>				
<u>Proposed - \$1,000,000 SIR Option</u>	Safety National	Agency	\$140,674.00	Annual
<u>(Police & All Others)</u>				
<u>Proposed - \$1,250,000 SIR Option</u>	Safety National	Agency	\$132,655.00	Annual
<u>Proposed - \$1,500,000 SIR Option</u>	Safety National	Agency	\$126,012.00	Annual
<u>Proposed - Option 2</u>	Safety National	Agency	\$164,641.00	1 st year
<u>Two years Rate Commitment</u>	Safety National	Agency	TBD (rate:0.5626)	2 nd year
<u>Proposed #2 CSAC</u>			<u>Annual Premium</u>	
Excess Workers' Compensation	<u>SIR</u>		\$170,000.00	
CSAC- EIA	\$500,000 SIR		\$130,000.00	
CSAC- EIA	\$750,000 SIR		\$110,000.00	
CSAC- EIA	\$1,000,000 SIR		\$ 75,000.00	
CSAC- EIA	\$2,000,000 SIR			

Payment Terms

- Premium is due within 30 days of policy inception

Disclosures

This proposal of insurance is provided as a matter of convenience and information only. All information included in this proposal, including but not limited to personal and real property values, locations, operations, products, data, automobile schedules, financial data, and loss experience, is based on facts and representations supplied to Alliant Insurance Services, Inc. by you. This proposal does not reflect any independent study or investigation by Alliant Insurance Services, Inc. or its agents and employees.

Please be advised that this proposal is also expressly conditioned on there being no material change in the risk between the date of this proposal and the inception date of the proposed policy (including the occurrence of any claim or notice of circumstances that may give rise to a claim under any policy which the policy being proposed is a renewal or replacement). In the event of such change of risk, the insurer may, at its sole discretion, modify, or withdraw this proposal, whether or not this offer has already been accepted.

This proposal is not confirmation of insurance and does not add to, extend, amend, change, or alter any coverage in any actual policy of insurance you may have. All existing policy terms, conditions, exclusions, and limitations apply. For specific information regarding your insurance coverage, please refer to the policy itself. Alliant Insurance Services, Inc. will not be liable for any claims arising from or related to information included in or omitted from this proposal of insurance.

Alliant embraces a policy of transparency with respect to its compensation from insurance transactions. Details on our compensation policy, including the types of income that Alliant may earn on a placement, are available on our website at www.alliant.com. For a copy of our policy or for any inquiries regarding compensation issues pertaining to your account you may also contact us at: Alliant Insurance Services, Inc., Attention: General Counsel, 701 B Street, 6th Floor, San Diego, CA 92101.

Analyzing insurers' over-all performance and financial strength is a task that requires specialized skills and in-depth technical understanding of all aspects of insurance company finances and operations. Insurance brokerages such as Alliant Insurance typically rely upon rating agencies for this type of market analysis. Both A.M. Best and Standard and Poor's have been industry leaders in this area for many decades, utilizing a combination of quantitative and qualitative analysis of the information available in formulating their ratings.

A.M. Best has an extensive database of nearly 6,000 Life/Health, Property Casualty and International companies. You can visit them at www.ambest.com. For additional information regarding insurer financial strength ratings visit Standard and Poor's website at www.standardandpoors.com.

Our goal is to procure insurance for you with underwriters possessing the financial strength to perform. Alliant does not, however, guarantee the solvency of any underwriters with which insurance or reinsurance is placed and maintains no responsibility for any loss or damage arising from the financial failure or insolvency of any insurer. We encourage you to review the publicly available information collected to enable you to make an informed decision to accept or reject a particular underwriter. To learn more about companies doing business in your state, visit the Department of Insurance website for that state.

NY Regulation 194

Alliant Insurance Services, Inc. is an insurance producer licensed by the State of New York. Insurance producers are authorized by their license to confer with insurance purchasers about the benefits, terms and conditions of insurance contracts; to offer advice concerning the substantive benefits of particular insurance contracts; to sell insurance; and to obtain insurance for purchasers. The role of the producer in any particular transaction typically involves one or more of these activities.

Compensation will be paid to the producer, based on the insurance contract the producer sells. Depending on the insurer(s) and insurance contract(s) the purchaser selects, compensation will be paid by the insurer(s) selling the insurance contract or by another third party. Such compensation may vary depending on a number of factors, including the insurance contract(s) and the insurer(s) the purchaser selects. In some cases, other factors such as the volume of business a producer provides to an insurer or the profitability of insurance contracts a producer provides to an insurer also may affect compensation.

The insurance purchaser may obtain information about compensation expected to be received by the producer based in whole or in part on the sale of insurance to the purchaser, and (if applicable) compensation expected to be received based in whole or in part on any alternative quotes presented to the purchaser by the producer, by requesting such information from the producer.

Other Disclosures / Disclaimers

FATCA:

The Foreign Account Tax Compliance Act (FATCA) requires the notification of certain financial accounts to the United States Internal Revenue Service. Alliant does not provide tax advice so please contact your tax consultant for your obligation regarding FATCA.

Claims Reporting:

Your policy will come with specific claim reporting requirements. Please make sure you understand these obligations. Contact your Alliant Service Team with any questions.

Other Disclosures / Disclaimers - Continued

Changes and Developments

It is important that we be advised of any changes in your operations, which may have a bearing on the validity and/or adequacy of your insurance. The types of changes that concern us include, but are not limited to, those listed below:

- Changes in any operations such as expansion to another state, new products, or new applications of existing products.
- Travel to any state not previously disclosed.
- Mergers and/or acquisition of new companies and any change in business ownership, including percentages.
- Any newly assumed contractual liability, granting of indemnities or hold harmless agreements.
- Any changes in existing premises including vacancy, whether temporary or permanent, alterations, demolition, etc. Also, any new premises either purchased, constructed or occupied
- Circumstances which may require an increased liability insurance limit.
- Any changes in fire or theft protection such as the installation of or disconnection of sprinkler systems, burglar alarms, etc. This includes any alterations to the system.
- Immediate notification of any changes to a scheduled of equipment, property, vehicles, electronic data processing, etc.
- Property of yours that is in transit, unless previously discussed and/or currently insured.

Certificates / Evidence of Insurance

A certificate is issued as a matter of information only and confers no rights upon the certificate holder. The certificate does not affirmatively or negatively amend, extend or alter the coverage afforded by a policy. Nor does it constitute a contract between the issuing insurer(s), authorized representative, producer or certificate holder.

You may have signed contracts, leases or other agreements requiring you to provide this evidence. In those agreements, you may assume obligations and/or liability for others (Indemnification, Hold Harmless) and some of the obligations that are not covered by insurance. We recommend that you and your legal counsel review these documents.

In addition to providing a certificate of insurance, you may be required to name your client or customer on your policy as an additional insured. This is only possible with permission of the insurance company, added by endorsement and, in some cases, an additional premium.

By naming the certificate holder as additional insured, there are consequences to your risks and insurance policy including:

- Your policy limits are now shared with other entities; their claims involvement may reduce or exhaust your aggregate limit.
- Your policy may provide higher limits than required by contract; your full limits can be exposed to the additional insured.
- There may be conflicts in defense when your insurer has to defend both you and the additional insured.

See Request to Bind Coverage page for acknowledgement of all disclaimers and disclosures.

Flood Offering

Flooding is a serious threat to both personal and commercial clients. Flooding can happen anywhere, not just zone referred to as high-risk areas (Special Flood Hazard Area). Your Alliant team is ready to explain how it works and the associated costs.

■ Basic Facts

Congress created the NFIP in 1968 in response to the rising cost of taxpayer-funded disaster relief for flood victims and the increasing amount of damage caused by floods. The NFIP makes federally backed flood insurance available in communities that agree to adopt and enforce floodplain management ordinances to reduce future flood damage. The NFIP is self-supporting for the average historical loss year. This means that unless there is a widespread disaster, operating expenses and flood insurance claims are financed through premiums collected.

Commercial buildings or residential dwellings owned by commercial entities are considered commercial property. All others are residential dwellings

The [FEMA Summary for Commercial Property](#) and [FEMA Standard Summary of Coverage](#) provides information on the following:

- Types of Flood Insurance Coverage
- What is a Flood- "a General and temporary condition of partial or complete inundation of two or more acres of normally dry land area" ...
- Deductibles – various options to meet your financial needs
- What is Covered and What is Not
- The valuation of the Property – Actual Cash Value or Replacement Cost
- **Additional Information**
 - Flood Zones
 - <https://www.fema.gov/flood-zones>
 - Excess Flood Insurance (contact your Producer for additional information)
 - Increased limits over the maximum flood limit provided by NFIP

■ FEMA Glossary of Flood Terms

<https://www.fema.gov/national-flood-insurance-program/definitions>

If you do NOT wish to purchase flood insurance your signature is required below:

Signature: _____

Date: _____

Name Printed / Typed: _____

Company Name: _____

Optional Coverages

The following represents a list of insurance coverages that are not included in this proposal, but are optional and may be available with further underwriting information.

Note some of these coverages may be included with limitations or insured elsewhere. This is a partial listing as you may have additional risks not contemplated here or are unique to your organization.

- Crime / Fidelity Insurance
- Directors & Officers Liability
- Earthquake Insurance
- Employed Lawyers
- Employment Practices Liability
- Event Cancellation
- Fiduciary Liability
- Fireworks Liability
- Flood Insurance
- Foreign Insurance
- Garage Keepers Liability
- Kidnap & Ransom
- Law Enforcement Liability
- Media and Publishers Liability
- Medical Malpractice Liability
- Network Security / Privacy Liability and Internet Media Liability
- Pollution Liability
- Owned/Non-Owned Aircraft
- Owned Watercraft
- Special Events Liability
- Student Accident
- Volunteer Accidental Death & Dismemberment (AD&D)
- Workplace Violence

Glossary of Insurance Terms

Below are a couple of links to assist you in understanding the insurance terms you may find within your insurance coverages:

<http://insurancecommunityuniversity.com/UniversityResources/InsuranceGlossaryFREE.aspx>

<http://www.ambest.com/resource/glossary.html>

<http://www.irmi.com/online/insurance-glossary/default.aspx>

Binding Requirements Recap

Below is a recap by Line of Coverage. ALL coverage(s) require the following:

- Signed attached written request to bind coverage
- Updated Loss Runs Valued Within 90 Days Of Effective Date Prior To Binding.
- Completed Safety National Application - Special Exposures Section With Any "Yes" Responses Addressed.

In order to complete the underwriting process, we require that you send us any additional information requested above. We are not required to bind coverage prior to our receipt and underwriting acceptance of the above information. However, if we do bind coverage prior to such acceptance, the terms and conditions as indicated above may be amended until such receipt and acceptance. Any agreement to bind coverage in connection with this proposal must be in writing from an authorized employee of the Insurer.



2020-2021 Request to Bind Coverage – City of South Gate

We have reviewed the proposal and agree to the terms and conditions of the coverages presented. We are requesting coverage to be bound as outlined by coverage line below:

Coverage Line	Bind Coverage for:
<u>Proposed #1 – Safety National</u> <u>Proposed Per Expiring Terms</u> Excess Workers' Compensation – Safety National \$1,000,000 Police - SIR \$750,000 All Others - SIR	<input type="checkbox"/>
<u>Proposed - Option 2</u> Excess Workers' Compensation – Safety National 2 years Rate Commitment option (7/1/2020 – 7/1/2022) 1st year rate: 0.5626 2nd year rate: 0.5626 \$1,000,000 Police - SIR \$750,000 All Others - SIR	<input checked="" type="checkbox"/>
<u>Proposed - \$1,000,000 SIR (Police & All Others)</u> Excess Workers' Compensation – Safety National	<input type="checkbox"/>
<u>Proposed - \$1,250,000 SIR Option (Police & All Others)</u> Excess Workers' Compensation – Safety National	<input type="checkbox"/>
<u>Proposed - \$1,500,000 SIR Option (Police & All Others)</u> Excess Workers' Compensation – Safety National	<input type="checkbox"/>
\$164,641.00	<input type="checkbox"/>
2020-2021 Premium \$164,641.00 2021-2022 Premium To Be Determined (2nd year rate: 0.5626)	<input checked="" type="checkbox"/>
\$140,674.00	<input type="checkbox"/>
\$132,655.00	<input type="checkbox"/>
\$126,012.00	<input type="checkbox"/>



Proposed #2 – CSAC

\$500,000 SIR
\$750,000 SIR
\$1,000,000 SIR
\$2,000,000 SIR

\$170,000.00
\$130,000.00
\$110,000.00
\$ 75,000.00

-
-
-
-

This Authorization to Bind Coverage also acknowledges receipt and review of all disclaimers and disclosures, including exposures used to develop insurance terms, contained within this proposal.

Signature of Authorized Insurance Representative

Date

Title

Printed / Typed Name

This proposal does not constitute a binder of insurance. Binding is subject to the final carrier approval. The actual terms and conditions of the policy will prevail.

RECEIVED

Item No. 8

JUN 2 2020

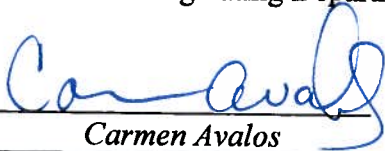
City of South Gate
CITY COUNCIL

CITY OF SOUTH GATE
OFFICE OF THE CITY MANAGER

1:10pm

AGENDA BILL

For the Regular Meeting of: June 9, 2020
Originating Department: Office of the City Clerk

City Clerk: 
Carmen Avalos

City Manager: 
Michael Flad

SUBJECT: APPROVAL OF CITY COUNCIL MEETING MINUTES.

PURPOSE: To historically preserve the events of the City Council Meetings.

RECOMMENDED ACTION:

- A. Approve the Regular and Special Meeting minutes of May 12, 2020
- B. Approve the Regular and Special Meeting minuets of May 26, 2020

FISCAL IMPACT: None.

ANALYSIS: The minutes are provided to the City Council on the Wednesday prior to their regular business meeting. Amendments should be provided to the City Clerk's Office within 24 hours of a City Council Meeting so that verification of the record and corrections are made accordingly. A revised document will be provided to the City Council prior to the Meeting.

BACKGROUND: The minutes typically describe the events of the meeting and may include a list of attendees, a statement of the issues considered by the participants, and related responses or decisions for the issues.

ATTACHMENTS: City Council Minutes

**CITY OF SOUTH GATE
REGULAR CITY COUNCIL MEETING
MINUTES
TUESDAY, MAY 12, 2020**

CALL TO ORDER Maria Davila, Mayor called a Regular City Council meeting to order at 6:51 p.m.

INVOCATION Reverend Sean Pica, Redeemer Lutheran Church

PLEDGE OF ALLEGIANCE Maria Davila, Mayor

ROLL CALL Carmen Avalos, City Clerk

PRESENT Mayor Maria Davila, Vice Mayor Al Rios, Council Member Maria del Pilar Avalos, Council Member Denise Diaz and Council Member Gil Hurtado; City Treasurer Gregory Martinez, City Manager Mike Flad, City Attorney Raul F. Salinas

1
PROCLAMATIONS The City Council issued a Proclamation declaring the month of May as Older Americans Month and will recognize Sylvia Masushige as this year's honoree.

2
PROCLAMATIONS The City Council issued a Proclamation declaring the week of May 17 through 23, 2020 as "National Public Works Week."

3
APPOINTMENTS The City Council unanimously approved the following appointments to City Commissions, Committees and Boards; the appointments were ratified by a majority vote of the City Council and as requested by the City Attorney are subject to confirmation of compliance with the City's ordinance applicable to each commission by motion of Council Member Avalos and seconded by Council Member Hurtado.

ROLL CALL: Mayor Davila, yes; Vice Mayor Rios, yes; Council Member Avalos, yes; Council Member Diaz, yes; Council Member Hurtado, yes.

Council Member Avalos

Planning Commission - Jenny Perez

Parks & Recreation Commission - Melissa Alvarado

Civil Service Commission - Cristina Montalvo

Citizens Advisory Committee - Denise Martinez, Brigida Salina, Lizette Ruiz, Janet Cazares

Tweedy Mile Advisory Board - Maribel Chaidez

REGULAR CITY COUNCIL MEETING MINUTES OF MAY 12, 2020

3

APPOINTMENTS

CONT'D

Council Member Diaz

Planning Commission - Diego Sepulveda

Parks & Recreation - Robert Montalvo

Civil Service Commission - Irene Jenson

Citizens Advisory Committee - Darlene Lopez, Jacquelyn Salcedo, Yodit Glaze, 1 Vacancy

Vice Mayor Rios

No changes at this time.

Council Member Hurtado

Planning Commission - Jose De La Paz

Parks & Recreation - Alan D. Flores

Civil Service Commission - Robbie C. Hicklin

Citizens Advisory Committee - Candice Esquivel, Norma Mendoza,

Jovanna Laborin, Jimmy Torres

Tweedy Mile Advisory Board - Sylvia Masushige

Mayor Davila

Planning Commission - Jose Delgado

Parks & Recreation - Jennifer Cypert

Civil Service - Vacant

Citizens Advisory Committee - Marie De Lourdes Castillo, Virginia

Johnson, Cyndi Esquivel, Anthony Zepeda

Tweedy Mile Advisory Board - Minerva Rodriguez

4

APPOINTMENTS

The City Council unanimously approved the following appointments to outside boards and agencies, the appointments were ratified by a majority vote of the City Council by motion of Mayor Davila and seconded by Council Member Hurtado.

ROLL CALL: Mayor Davila, yes; Vice Mayor Rios, yes; Council Member Avalos, yes; Council Member Diaz, yes; Council Member Hurtado, yes.

City Council Auditor

Representative: Council Member Avalos

County Sanitation District

Representative: Mayor Davila

Alternate: Council Member Hurtado

Gateway Cities Council of Governments

Representative: Mayor Davila

Alternate: Council Member Avalos

REGULAR CITY COUNCIL MEETING MINUTES OF MAY 12, 2020

4

APPOINTMENTS

CONT'D

Greater Los Angeles County Vector Control District
Trustee: Council Member Diaz

HUB Cities Consortium
Representative: Vice Mayor Rios
Alternate: Council Member Diaz

Independent Cities Association
Representative: Council Member Dias
Alternate: Council Member Hurtado

Independent Cities Finance Authority
Representative: Vice Mayor Rios
Alternate: Council Member Diaz

Independent Cities Risk Management Authority
Representative: Mayor Davila
Alternate: Council Member Hurtado

League of California Cities
Representative: Council Member Avalos
Alternate: Council Member Diaz

Southeast Water Coalition Joint Powers Authority
Representative: Council Member Avalos
Alternate: Council Member Diaz

Southeast Water Coalition Joint Powers Authority
Representative: Council Member Avalos
Alternate: Council Member Diaz

Southern California Association of Governments – Energy and Environment Committee Community, Economic & Human Development Committee
Representative: Council Member Diaz
Alternate: Vice Mayor Rios

Eco-Rapid Transit Authority
Representative: Mayor Davila
Alternate: Council Member Avalos

Los Angeles County City Selection Committee
Representative: Mayor Davila
Alternate: Council Member Diaz

REGULAR CITY COUNCIL MEETING MINUTES OF MAY 12, 2020

4

APPOINTMENTS

CONT'D

California Contract Cities Association

Representative: Vice Mayor Rios

Alternate: Council Member Diaz

School Safety Collaborative

Representative: Mayor Davila

Alternate: Council Member Avalos

Atlantic Ave/Blvd Corridor Cities Committee

Representative: Mayor Davila

Alternate: Council Member Avalos

Southeast Community Development Corporation

Representative: Council Member Diaz

Alternate: Vice Mayor Rios

5

BUILDING CODE

The City Council conducted a Public Hearing and unanimously waived the reading in full and introduced Ordinance No. 2020-02-CC entitled - An Ordinance of the City Council of City of South Gate amending Title 9 (Buildings), of the South Gate Municipal Code, in its entirety by adopting by reference the 2019 Edition of the California Codes of Regulations, Title 24 and the 2018 Edition of the Uniform Solar Energy and Hyrdonics Codes, and 2018 Edition of Swimming Pool, Spa and Hot Tub Codes published by the International Association of Plumbing and Mechanical Officials, effective July 1, 2020 unanimously approved by Council Member Avalos and seconded by Council Member Hurtado.

ROLL CALL: Mayor Davila, yes; Vice Mayor Rios, yes; Council Member Avalos, yes; Council Member Diaz, yes; Council Member Hurtado, yes.

Mike Flad, City Manager and Joe Perez, Director of Community Development provided a brief overview of this item.

Vice Mayor Rios questioned the meaning of Title 9.

Mr. Perez explained that Title 9 can have different titles from City to Federal Governments.

Mayor Davila opened the public hearing and asked if anyone in the audience wishes to speak on this item. Seeing no one come forward, Mayor Davila closed the public hearing.

Council Member Hurtado asked if any existing work be grandfathered in or will the work need to meet these new standards.

REGULAR CITY COUNCIL MEETING MINUTES OF MAY 12, 2020

**5
BUILDING CODE
CONT'D**

Mr. Perez stated that current construction will have to meet these new standards but previous work would have been grandfathered in and does not apply to this.

Council Member Avalos thanked staff for a very clear report that covered all her questions.

**COMMENTS FROM
THE AUDIENCE**

Josh Barron, spoke on Food Drive held at South Gate Park and thanked all the Council Members and POA for their efforts. He stated that he was reappointed as a commissioner and looks forward to working with everyone to better the community. He also reported that there has been an increase in homeless at Santa Fe Avenue and Firestone Boulevard and requested that the police patrol the area more often.

Richard Ludt, commented that he is having difficulty getting conditions of approval for a parking lot project.

Virginia Johnson, commented on the appointments to the outside boards and agencies and the South Gate Scanner Facebook page. She questioned the City Attorney on the policy of Council Members discussing agenzized items before the City Council Meeting. She reported that the property at 13050 Paramount Boulevard has overgrown weeds.

Bobbie Thompson, 8848 Firestone Plaza, spoke that she has never seen South Gate so bad. She thanked the City Manager and the Police Department for her drive by Birthday celebration.

Sofi Ryan spoke on the Food Drive held at South Gate Park.

Thomas Buckley spoke on the political climate and corruption in the City of South Gate.

Nick Godoy, 8611 San Gabriel Avenue, spoke on parking enforcement during the COVID-19 pandemic and believes that we should extend the process of not issuing citations as many residents are not working or staying at home.

Juliano Jarquin, spoke on the health care options available in Los Angeles County.

A resident thanked everyone that worked on the Food Drive, the possibility of a park near the 710 freeway and the homeless situation.

REGULAR CITY COUNCIL MEETING MINUTES OF MAY 12, 2020

COMMENTS FROM THE AUDIENCE CONT'D

Susy Darias, 10108 San Gabriel Avenue, commented on the posts that she has read on social media.

Candice Esquivel, 9520 Hildreth Avenue, thanked everyone that worked on the Food Drive held at South Gate Park.

Adolfo Varas, 10313 Jackson Avenue, thanked everyone that worked on the Food Drive held at South Gate Park and shared his concerns with corruption in the City.

John Montalvo, 9815 Virginia Avenue, congratulated Mr. De La Paz for his appointment to the Planning Commission. He thanked everyone that worked on the Food Drive held at South Gate Park and shared his concerns with corruption in the City.

Jovanna Laborin, 3372 Seminole Avenue, thanked everyone that worked on the Food Drive held at South Gate Park and shared her concerns about remarks being made on social media.

Cynthia Esquivel, thanked everyone that worked on the Food Drive held at South Gate Park and felt that it was a nice touch to hand out roses to the ladies that attended the event.

REPORTS AND COMMENTS FROM CITY OFFICIALS

Joe Perez, Director of Community Development, informed the community that the Census Mobile will be out on May 13th promoting the 2020 Census.

Raul F. Salinas, City Attorney, explained to the public that the Brown Act applies whenever there is a meeting and meeting is defined to when there is a majority of members of that specific body. A meeting in the terms of South Gate would be three people. If two members of council got together and talked about a specific matter of business that would not be considered a Brown Act meeting but if those two members engage in serial meetings with one other person and they would be considered a meeting under the Brown Act. The Brown Act states that all business done by the City Council Member must be done in public during a regularly scheduled meeting. There are exceptions to this, ceremonial exceptions, community meetings, but the basic idea is that the business of the City needs to be in front of the public unless it is allowed to be done in Closed Session.

REGULAR CITY COUNCIL MEETING MINUTES OF MAY 12, 2020

REPORTS AND COMMENTS FROM CITY OFFICIALS

CONT'D

Greg Martinez, City Treasurer, thanked the Mayor and Council for organizing the Mother's Day Food Drive and explained that he was unable to attend because he is now working with Homeless Health Care Provider under operation Room Key. This program provides shelter for the homeless individuals that are over 65 or have chronic health conditions. They do not have the COVID-19 virus. It works towards getting people off the streets, providing shelter, and getting them into programs safely.

Carmen Avalos, City Clerk, informed the public that the upcoming November election will be conducted as an all-mail ballot election. There will be opportunities for people to vote at a vote center but these opportunities will be limited.

Council Member Diaz, spoke on the effect of large gatherings for the community, bill payments and food drives as a result of COVID-19.

Council Member Hurtado, spoke on street sweeping and parking enforcement as a result of COVID-19. He reported that in Area 5 there is an on-going problem with signs posted illegally on the street and asked staff to look into this. He thanked everyone for working on the Food Drive and that the City is at a 56% rate for the Census Count. He received a response on how many people have recovered from COVID-19 and it appears that the County is not keeping records of that.

Vice Mayor Rios, addressed some of the rumors that are currently on social media.

Mayor Davila, thanked everyone that worked on the Mother's Day food drive and addressed some of the rumors that are currently on social media.

The Mayor requested that the following statement be included in the minutes.

I started my public service career when I was first elected as a City Council Woman in 2003. At the time, the City was in the midst of public scandal with both state and federal prosecutors serving subpoena and raiding City Hall for records. The City was near bankruptcy but as a Council we worked together in those years to regain the Public's trust by turning the City around and implementing procedures that permitted public input beyond what is required by state law and those procedures remain in place today. In recent weeks following a contested municipal election there has been social media posts allocating that I have engaged in corrupt activities. These posts are from individuals who appear to

REGULAR CITY COUNCIL MEETING MINUTES OF MAY 12, 2020

REPORTS AND COMMENTS FROM CITY OFFICIALS CONT'D

write under false names and/or who have never come to City Hall to voice their concerns. I respect the right of the public to voice their opinion even those with viewpoints that I believe are ill-informed erroneous in nature. I wish to bring this to the attention of the public, not to elevate the status of the posts, rather to protect the integrity of the institution that we call City Hall and the City of South Gate. I will not evade what my motives such as social media posts as respect to the right of free speech but which to be on record that I denied such accusations. As a City we are very transparent in our delaying with the public as a member of the City Council I believe our deliverance and decisions are open and our based on reports that we received from a team of highly talented department heads who work hard and in the best interest of the City. I have always acted in the best interest of the City. If anyone believes that I or any member of the City Council has violated our official duties I encourage them to file their claims with the appropriate state of local agencies that oversee our ethical conduct. I wish to state that I support our police department and particularly wish to single the men and women of the department as heroes because of their status as first responders and the tremendous work that they have done. I also wish to thank our entire City employee's workforce and all the other departments for working so hard to continue providing essential service to the residents of the City during the period of crisis caused by the corona virus. We owe all of you a deep since of gratitude acknowledgment for your daily contribution to the betterment of our community.

CONSENT CALENDAR

Agenda Items 6, 8, 9, 10, 11, 12 and 13 were unanimously approved by motion of Mayor Davila and seconded by Vice Mayor Rios. Item 7 was pulled for separate discussion.

ROLL CALL: Mayor Davila, yes; Vice Mayor Rios, yes; Council Member Avalos, yes; Council Member Diaz, yes; Council Member Hurtado, yes.

6

PERSONNEL

The City Council unanimously adopted Resolution No. 2020-18-CC entitled - A Resolution of the City Council of City of South Gate amending Resolution No. 6454 (Salary Resolution and Position Classification Plan) to update the job specification of the Senior Accountant position in the Administrative Services Department during Consent Calendar.

REGULAR CITY COUNCIL MEETING MINUTES OF MAY 12, 2020

7

ANNEXATION

The City Council unanimously approved A, B, C and D by motion of Council Member Avalos and seconded by Vice Mayor Rios.

ROLL CALL: Mayor Davila, yes; Vice Mayor Rios, yes; Council Member Avalos, yes; Council Member Diaz, yes; Council Member Hurtado, yes.

- a. Approved an Agreement (Contract No. 2020-28-CC) with Kosmont & Associates, Inc., doing business as Kosmont Companies, for real estate advisory services for property annexation assistance for the property located at Assessor Parcel Number 6234-012-900 for the development of the Southeast Los Angeles Cultural Center, in an amount not to exceed \$20,000;
- b. Appropriated \$27,000 from the unassigned General Fund balance to account number 100-603-41-6101 (General Fund - Planning - Professional Services) to fund this Agreement and the property surveys needed to complete annexation;
- c. Appropriated \$10,000 from the unassigned General Fund balance to account number 100-603-41-6309 (General Fund - Planning - Fees & Charges) to fund the LAFCO application fees; and
- d. Authorized the Mayor to execute Agreement in a form acceptable to the City Attorney.

8

PERSONNEL

The City Council unanimously approved A and B during consent calendar.

- a. Approved an Employment Agreement (Contract No. 2020-29-CC) with Steve Costley for the position of Interim Director of Parks & Recreation, retroactively effective January 1, 2020; and
- b. Authorized the Mayor to execute the Agreement in a form acceptable to the City Attorney.

9

**CHAKEMCO ST
IMPROVEMENTS**

The City Council unanimously approved A, B and C during Consent Calendar.

- a. Approved an Agreement (Contract No. 2020-30-CC) with Hardy and Harper, Inc., to construct the Chakemco Street Improvement Project, City Project No. 593-ST (Project), in an amount not-to-exceed \$447,000;

REGULAR CITY COUNCIL MEETING MINUTES OF MAY 12, 2020

9

CHAKEMCO ST

IMPROVEMENTS CONT'D

- b. Authorized the Mayor to execute the Agreement in a form acceptable to the City Attorney; and
- c. Approved the Notice of Exemption for the construction of the Project and direct the City Clerk to file it with the Los Angeles County Registrar Recorder's Office.

10

EQUIPMENT

PURCHASE

The City Council unanimously approved A and B during Consent Calendar.

- a. Authorized the purchase of two 2020 Ford Super Duty F-550 Dump Trucks from National Auto Fleet Group through Sourcewell for the Public Works Street and Sewer Division, in the amount \$140,514; and
- b. Authorized the Mayor to execute the documents necessary to purchase the two 2020 Ford Super Duty F-550 Dump Trucks in forms acceptable to the City Attorney.

11

FIRESTONE

CAPACITY

The City Council unanimously approved A, B, C, D, E, F, G, H and I during Consent Calendar.

- a. Approved Contract Change Order No. 5 to Contract No. 3389 to fund improvements that were necessary to address unforeseen field conditions, to modify the project scope by adding and removing improvements, and to fund overhead costs incurred by an extended construction schedule, in the amount of \$312,185;
- b. Approved Contract Change Order No. 6 to Contract No. 3389 to remove from the contract improvements that were not cost-effective to construct, resulting in a cost reduction of \$843,410;
- c. Approved Contract Change Order No. 7 to Contract No. 3389 to increase the amount of the contract as the actual sum of some of the construction quantities required to complete construction was higher than the amount specified in the contract, thus resulting in a cost increase of \$672,820;
- d. Approved Contract Change Order No. 8 to Contract No. 3389 to reduce the amount of the contract as the actual sum of some of the construction quantities required to complete construction was less than the amount specified in the contract, thus resulting in a cost reduction of \$1,025,403;

REGULAR CITY COUNCIL MEETING MINUTES OF MAY 12, 2020

11
FIRESTONE
CAPACITY CONT'D

- e. Authorized the Assistant City Manager/Director of Public Works to execute Contract Change Order Nos. 5, 6, 7 and 8 for a net reduction of the contract amount of \$883,808;
- f. Appropriated \$317,307 in funds received and credited to revenue Account No. 311-4699 to Account No. 311-790-31-9447 for The Boulevard Project, City Project No. 476-TRF, to allocate the funds paid to the City by the Los Angeles Community College District for their share of the costs associated with the construction of a traffic signal at the intersection of Firestone Boulevard and Calden Avenue, constructed under The Boulevard Project;
- g. Appropriated \$11,671 in funds to be received and credited to revenue Account No. 311- 4699 to Account No. 311-790-31-9447 for The Boulevard Project to allocate the funds to be fully paid to the City by the Sky Investment Group for their share of the costs associated with the repair of road median and landscaping improvements completed under The Boulevard Project;
- h. Accepted completion of construction, effective October 28, 2019, of The Boulevard Project, City Project No. 476-TRF, Metro Call-For-Projects ID No. F3124; and
- i. Directed the City Clerk to file a Notice of Completion with Los Angeles County Registrar Recorder's Office.

12
SURPLUS PROPERTY

The City Council unanimously approved A, B, C, and D during Consent Calendar.

- a. Declared the designated 113 obsolete firearms as surplus properly;
- b. Approved a Purchase Order with ProForce Law Enforcement to exchange these firearms for credit to purchase new firearms through the Buy-Back Program;
- c. Authorized the City's Purchasing Division to issue a Purchase Order for this purchase in accordance with the City's purchasing ordinance and policies; and
- d. Authorized the Police Chief to execute any additional documents as may be required to properly implement and manage this purchase.

REGULAR CITY COUNCIL MEETING MINUTES OF MAY 12, 2020

D
MINUTES

The City Council unanimously approved the Regular and Special Meeting minutes of April 21, 2020 during Consent Calendar.

14
EMERGENCY PLAN

The City Council unanimously adopted Resolution No. 2020-19-CC finding there is a need to continue the Local Emergency within the City as a result of the ongoing Coronavirus Disease 2019 pandemic by motion of Mayor Davila and seconded by Vice Mayor Rios.

ROLL CALL: Mayor Davila, yes; Vice Mayor Rios, yes; Council Member Avalos, yes; Council Member Diaz, yes; Council Member Hurtado, yes.

15
BUDGET

The City Council unanimously approved A, B, C, D and E by motion of Council Member Hurtado and seconded by Mayor Davila.

- a. Received and filed the financial status update of the Fiscal Year 2019/20 Municipal Budget;
- b. Appropriated \$30,000 from the Prop A Maintenance and Servicing account to account no. 221-480-33-6101 for the remaining payment to Amigos de Los Rios for the Hollydale Regional Park project;
- c. Appropriated \$375,000 from the unassigned General Fund Balance to account no. 100-604-29-XXXX (various accounts) for the costs of the Code Enforcement program that were previously funded with CDBG funds;
- d. Appropriated \$53,600 from the unassigned South Coast Air Quality Management District (SCAQMD) Fund Balance to account no. 223-610-49-9100 for four Diesel Particulate Regeneration Stations; and
- e. Appropriated \$185,500 from the unassigned Street Lighting & Landscaping Fund Balance to account number 251-714-25-9500 for the purchase and installation of four traffic signal standards.

ROLL CALL: Mayor Davila, yes; Vice Mayor Rios, yes; Council Member Avalos, yes; Council Member Diaz, yes; Council Member Hurtado, yes.

REGULAR CITY COUNCIL MEETING MINUTES OF MAY 12, 2020

16

WARRANTS

The City Council unanimously approved the Warrants and Cancellations for May 12, 2020 by motion of Council Auditor Avalos and seconded by Vice Mayor Rios.

ROLL CALL: Mayor Davila, yes; Vice Mayor Rios, yes; Council Member Avalos, yes; Council Member Diaz, yes; Council Member Hurtado, yes.

Total of Checks:	\$1,321,127.11
Voids:	\$ (4,465.20)
Total Payroll Deductions:	<u>(\$ 299,115.56)</u>
Grand Total:	\$1,017,546.35

Cancellations: 87365, 87704, 87826

ADJOURNMENT

Mayor Davila unanimously adjourned the meeting at 10:45 p.m. and seconded by Vice Mayor Rios.

PASSED and APPROVED this 6th day of June 2020.

ATTEST:

Maria Davila, Mayor

Carmen Avalos, City Clerk

**CITY OF SOUTH GATE
SPECIAL CITY COUNCIL MEETING
MINUTES
TUESDAY, MAY 12, 2020**

CALL TO ORDER Maria Davila, Mayor called a Special City Council meeting to order at 5:07 p.m.

ROLL CALL Carmen Avalos, City Clerk

PRESENT Mayor Maria Davila, Vice Mayor Al Rios, Council Member Maria del Pilar Avalos, Council Member Denise Diaz and Council Member Gil Hurtado; City Manager Mike Flad, City Attorney Raul F. Salinas

ABSENT City Treasurer Gregory Martinez

CLOSED SESSION The Council Members recessed into Closed Session at 5:08 p.m. and reconvened at 6:42 p.m. with all Members of Council present. City Attorney Salinas reported the following:

1. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION

Pursuant to Government Code Section 54956.9(a), 54954.9(b)(3)(C)

- a. Senorina Rendon v. City of South Gate, et al.
- b. Silvia Gonzalez v. City of South Gate, et al.
- c. Gerardo Arguello v. City of South Gate et al.
- d. Ignacio Patiño v. City of South Gate (WCAB)

For Item 1a there was a presentation made by the City Attorney. Upon completion of that report a motion by Council Member Avalos and seconded by Mayor Davila was made to authorize the City Attorney to defend that action. The vote was 5 to 0.

For Item 1b there was a presentation made by the City Attorney. Upon completion of that presentation there was a motion made by Mayor Davila and seconded by Council Member Hurtado approved defense of this action by the City Attorney's Office. The vote was 5 to 0.

For Item 1c there was a presentation made by the City Attorney. Upon completion of that presentation there was a motion made by Council Member Avalos and seconded Council Member Hurtado to authorize the City Attorney's Office to defend this case. The vote was 5 to 0.

SPECIAL CITY COUNCIL MEETING MINUTES OF MAY 12, 2020

For Item 1d there was a report given by the outside Attorney. Upon completion of the presentation there was a recommendation to enter into settlement negotiations to resolve the case by a motion made by Council Member Hurtado and seconded by Vice Mayor Rios. The amount of the settlement is not being disclosed at this time because an agreement has not yet been reached. The vote was 5 to 0.

2. CONSIDER THE EVALUATION OF PERFORMANCE OF A PUBLIC EMPLOYEE

Pursuant to Government Code Section 54957 and 54957.6

a. City Manager

For Item 2 the City Council received a report from the City Manager regarding the scope of his responsibilities. Upon completion of that report there was no reportable action.

3. CONFERENCE WITH LEGAL COUNSEL – REAL PROPERTY NEGOTIATIONS

Pursuant to Government Code Section 54956.8

Property APN: 6323-004-907
Property: 5821 Firestone Boulevard, South Gate, California 90280
City Negotiator: Michael Flad, City Manager
Negotiating with: Jerry Dicker
Under Negotiation: Terms of Sale

For Item 3 the City Council received a presentation by the City Manager and Joe Perez, Director of Community Development concerning property located at 5821 Firestone Boulevard. The City Council provided guidance to staff to move forward. There is no other reportable action.

ADJOURNMENT

Mayor Davila unanimously adjourned the meeting at 6:48 p.m. and seconded by Vice Mayor Rios.

PASSED and APPROVED this 6th day of June 2020.

ATTEST:

Maria Davila, Mayor

Carmen Avalos, City Clerk

**CITY OF SOUTH GATE
SPECIAL CITY COUNCIL MEETING
MINUTES
TUESDAY, MAY 26, 2020**

CALL TO ORDER Maria Davila, Mayor called a Special City Council meeting to order at 5:34 p.m.

ROLL CALL Carmen Avalos, City Clerk

PRESENT Mayor Maria Davila, Vice Mayor Al Rios, Council Member Maria del Pilar Avalos, Council Member Denise Diaz and Council Member Gil Hurtado; City Manager Mike Flad, City Attorney Raul F. Salinas

ABSENT City Treasurer Gregory Martinez

CLOSED SESSION The Council Members recessed into Closed Session at 5:36 p.m. and reconvened at 6:32 p.m. with all Members of Council present. City Attorney Salinas reported the following:

1. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION

Pursuant to Government Code Section 54956.9(a), 54954.9(b)(3)(C)

- a. David Dwayne Benefield v. City of South Gate
- b. Layton Douglas Kling v. City of South Gate
- c. Alfred Muñoz v. City of South Gate (WCAB)

For Item 1a the City Council received a presentation from City staff and the City Attorney. Upon completion of that presentation the City Council voted to deny the claim by motion of Mayor Davila and seconded by Council Member Avalos. The vote was 5 to 0.

For Item 1b the City Council received a presentation from City staff and the City Attorney. Upon completion of that presentation the City Council voted to deny the claim by motion of Mayor Davila and seconded by Council Member Hurtado. The vote was 5 to 0.

For Item 1c the City Council heard a worker's compensation matter and received a presentation from an outside lawyer representing the City. Upon completion of this presentation the City Council approved a tentative settlement by motion of Council Member Hurtado and seconded by Mayor Davila. The vote was 5 to 0.

SPECIAL CITY COUNCIL MEETING MINUTES OF MAY 26, 2020

ADJOURNMENT Mayor Davila unanimously adjourned the meeting at 6:34 p.m. and seconded by Vice Mayor Rios.

PASSED and **APPROVED** this 9th day of June 2020.

ATTEST:

Maria Davila, Mayor

Carmen Avalos, City Clerk

**CITY OF SOUTH GATE
REGULAR CITY COUNCIL MEETING
MINUTES
TUESDAY, MAY 26, 2020**

- CALL TO ORDER** Maria Davila, Mayor called a Regular City Council meeting to order at 6:35 p.m.
- INVOCATION** Joe Perez, Director of Community Development
- PLEDGE OF ALLEGIANCE** Nick Godoy, Commander of the Veterans of Foreign Wars #1732
- ROLL CALL** Carmen Avalos, City Clerk
- PRESENT** Mayor Maria Davila, Vice Mayor Al Rios, Council Member Maria del Pilar Avalos, Council Member Denise Diaz and Council Member Gil Hurtado; City Treasurer Gregory Martinez, City Manager Mike Flad, City Attorney Raul F. Salinas
- 1**
PROCLAMATIONS The City Council issued a Proclamation declaring the month of May as National Mental Health Awareness Month.
- 2**
PROCLAMATIONS The City Council issued a Proclamation declaring May 25, 2020, as Memorial Day in tribute and honor to those who lost their lives in the name of freedom.
- 3**
APPOINTMENTS The City Council approved the following appointments to City Commissions, Committees and Boards; the appointments were ratified by a majority vote of the City Council by motion of Vice Mayor Rios and seconded by Mayor Davila.
- Roll Call:** Mayor Davila, yes; Vice Mayor Rios, yes; Council Member Avalos, yes; Council Member Diaz, abstain; Council Member Hurtado, yes.
- Vice Mayor Rios:**
Tweedy Mile Association – Victor Zamudio

REGULAR CITY COUNCIL MEETING MINUTES OF MAY 26, 2020

4

ASSESSMENT DISTRICT

The City Council conducted a public hearing and unanimously adopted Resolution No. 2020-20-CC entitled - A Resolution of the City Council of the City of South Gate ordering the levy of the Fiscal Year 2020/21 Annual Assessment for the Street Lighting and Landscaping Maintenance District No. 1 by Vice Mayor Rios and seconded by motion of Mayor Davila.

Roll Call: Mayor Davila, yes; Vice Mayor Rios, yes; Council Member Avalos, yes; Council Member Diaz, yes; Council Member Hurtado, yes.

Mike Flad, City Manager and Art Cervantes, Director of Public Works gave a brief presentation of this item.

Council Member Avalos stated that the City will be running in a deficit. As the City will be running in a deficit this will add an additional \$832,089.00 to the deficit.

Mayor Davila opened the public hearing and asked if anyone in the audience wishes to speak on this item. Seeing no one come forward, Mayor Davila closed the public hearing.

Greg Martinez, City Treasurer stated that corner properties get charged more because they have a larger square footage.

5

PUBLIC WORKS

The City Council conducted a Public Hearing and unanimously approved A and B by motion of Council Member Hurtado and seconded by Mayor Davila.

- a. Received and filed a presentation on the Americans with Disabilities Act Self-Evaluation and Transition Plan (ADA Transition Plan); and
- b. Adopted the ADA Transition Plan.

Roll Call: Mayor Davila, yes; Vice Mayor Rios, yes; Council Member Avalos, yes; Council Member Diaz, yes; Council Member Hurtado, yes.

Mike Flad, City Manager and Art Cervantes, Director of Public Works gave a brief presentation of this item.

Mariam Athanasius, Owens Group gave a presentation on their recommendations on the ADA Transition Plan.

Council Member Avalos requested to see the reports that were prepared by the Owens group.

REGULAR CITY COUNCIL MEETING MINUTES OF MAY 26, 2020

5

PUBLIC WORKS CONT'D Mr. Flad said that he will provide copies for the entire Council.

Council Member Hurtado asked who would set up the priorities as to what projects get done first.

Ms. Athanasius replied that the Department of Justice and the Department of Transportation sent an explanation of the order in which things need to get done. They give priority one order to major streets.

Mr. Cervantes added that this document would serve as a Master Plan and as funding options become available, we would take the higher priority projects and start working from there. Also, the plan would help formulate new projects.

Council Member Diaz asked for clarification on the survey and lack of responses.

Mr. Cervantes said that he will report back to Council on the survey and how it was sent out to the residents.

Council Member Avalos asked how much funding is in the SB1 fund.

Mr. Cervantes responded that he believed that the allocation is based on how much revenue comes in through the state. This year he thinks it was close to 1.8 million dollars. There is also funding from grant projects, Prop C, and Measures R and M.

Mr. Flad added that ADA projects are also eligible for CDBG Funds.

Council Member Avalos requested that the survey be placed on the City's Website.

Mr. Cervantes responded that it is currently on the website.

Mayor Davila opened the public hearing and asked if anyone in the audience wishes to speak on this item.

Adolfo Varas, mentioned that as part of the attachment to the Staff Report it mentions that the information was published in the Los Angeles Wave Publication. He would like to help get more information and feedback from the residents.

Virginia Johnson, 5751 McKinley Avenue, stated that she didn't even know that survey was out there but was happy it is still available.

Seeing no one come forward, Mayor Davila closed the public hearing.

REGULAR CITY COUNCIL MEETING MINUTES OF MAY 26, 2020

5

PUBLIC WORKS CONT'D Council Member Avalos asked is the current work that has been done on the corners was taken into consideration when this plan was being formulated.

Ms. Athanasius explained that it depends on the date of the work as this plan began two years ago.

Mr. Cervantes also explained that the City would get credit for existing work even if it was not included in this plan.

Lizzette Ruiz commented that they need more input from the community with disabilities.

COMMENTS FROM THE AUDIENCE

John Montalvo sent an email to read during Public Comments to share his opinion on the current behavior of the City Council and recent appointment to the Parks and Recreation Commission.

Virginia Johnson, 5751 McKinley Avenue, shared her opinion on the current activities of the City Council and the recent postings on social media. She spoke in support of Mayor Davila, Vice Mayor Rios and Council Member Hurtado.

Mr. Godoy, reported that at 8628 San Gabriel Avenue there are teenagers leaving marijuana and trash. He also said that the WAVE hasn't been distributing their paper for over a month.

Thomas Buckley, said that he feels that he is being attacked by members of the Mayors campaign team. He feels that his concerns about the Mayor's behavior have not been addressed.

Rudy thanked the people that organized the protest that occurred in front of the Mayor's house. He feels it is important for the community to have free speech and need to hold elected officials accountable for their actions.

A member of the public agreed with Ms. Johnson's comments.

Liz Ruiz, wanted to express her concerns with the issues being brought up and feels these issues are just separating the City.

Alice Cueto, 2911 Willow Place, stated that she agrees with the comments made by Ms. Johnson.

Claudia Rivera, has concerns about the recent postings on social media.

REGULAR CITY COUNCIL MEETING MINUTES OF MAY 26, 2020

COMMENTS FROM THE AUDIENCE CONT'D

Alfredo Banuelos, spoke on the attacks being made and would like to know what the facts are instead of just stating opinions. He supports the protests going on throughout the City and feels the First Amendment must be protected.

Consuelo Godoy, spoke on the staff members working the Call Center and how polite they are.

A member of public agreed with Ms. Johnson's comments.

Jovanna Laborin, also agreed with Ms. Johnson's comments and was against the protests that occurred in front of the Mayor's house.

Bobbie Thompson, 8848 Firestone Plaza, is unhappy with the current state of the City.

Candice Esquivel is against the protests at the Mayor's house. She believes that the police should investigate this matter before someone is hurt.

Aaron, spoke on recent social media posts and how he would appreciate Council Member Hurtado answer his email instead of avoiding him.

Georgina spoke on the current state of the City and is disgusted with the immature behavior of the Council.

Mayra believes in freedom of speech but the behavior of the people protesting in front of the Mayor's house was unacceptable.

Lindsay Cox, 10125 Pinehurst Avenue, has decided to take a step back from volunteering in the community because of the despicable behavior of the community. She also spoke on the recent postings on social media. She believes the community needs to move on.

David Montano, spoke on the recent posting on social media and the political activities in the City. He supports Council Member Diaz and thanked her for delivering food to his mother.

David Gomez, is a small business owner and supports Council Member Diaz. He feels she takes the time to answer his questions and thanked her for her work within the community. He believes the Council Members need to work together and would like to see some new leadership.

Brigette Ramirez, spoke about her concerns with comments made on social media.

Luz Ruiz, spoke about her concerns with comments made on social media.

REGULAR CITY COUNCIL MEETING MINUTES OF MAY 26, 2020

COMMENTS FROM

THE AUDIENCE CONT'D

Luz, spoke about her concerns with comments made on social media.

Cindy Esquivel, 4718 Tweedy Boulevard, commented on illegal fireworks and wanted to know if the Police Department was planning on having extra patrols.

Josh Barron, spoke about his concerns with comments made on social media about the JAA.

Adolfo Varas, stated that he feels that the City Council is divided and feels that Council Member Diaz has the control to help mend this situation.

Drew, spoke in support of Mayor Davila, Vice Mayor Rios and Council Member Hurtado. He feels that the whole City Council needs to come together and work as a team.

Jim Torres, Oklahoma Avenue, asked what the process is to reopening the dog park in Hollydale.

REPORTS AND COMMENTS

FROM CITY OFFICIALS

Joe Perez, Director of Community Development, stated that the City Council recently authorized \$200,000 to support small businesses with \$10,000 grants. Currently, applications are now being accepted. 113 applications were received on the first day.

Steve Costley, Acting Director of Parks and Recreation stated that the Golf Course has reopened and starting on June 1st the tennis courts will open as well as the dog park and parking lots. On Saturday, the Los Angeles County Food Bank in conjunction with the City, Assembly Member Rendon's Office, and several others will be hosting a food distribution center at South Gate Park.

Art Cervantes, Assistant City Manager/Director of Public Works stated that the Public Works Department will be accepting bids and proposal for the construction project at Garfield/Imperial and Firestone/Otis.

Randy Davis, Chief of Police stated that the Police Department has noticed an increase in firework activity. The Police Department will be having a special task force to address this firework violations. The task force will educate the public and also enforce the illegal fireworks laws.

Greg Martinez, City Treasurer stated that there is a time and a place for protests. As elected officials we signed up to take the good criticisms as well as the bad but our neighbors do not. Mr. Martinez does not agree with the protests held in front of the Mayor's house. Mr. Martinez has

REGULAR CITY COUNCIL MEETING MINUTES OF MAY 26, 2020

REPORTS AND COMMENTS FROM CITY OFFICIALS

CONT'D

seen posts on social media stating that he was part of the protests. He stated that he had nothing to do with this and was working at the homeless shelter at time.

Council Member Avalos, commented that the City Council is working together and each member brings their own knowledge to the group. It saddens her that there are community members that are still stuck in the election. She feels that the members of council do not control people and wants to move forward as a Council. She suggested some sort of community event to bring everyone together. She invited all City Commissioners to help this weekend as a show of unity for the community.

Council Member Hurtado, stated that he is very hopeful that the Council can work well together. Every day he gets calls about the attacks on social media and encourages the community to come together.

Council Member Diaz, stated that South Gate had a tremendous spike reaching 517 testing posting and we have lost 15 members of our community. She urged the community to keep following all the guidelines as we start opening the economy again. She thanked the Youth Commission for offering scholarship and graduations. She is constantly informing residents of programs and opportunities on her social media platforms and says that she is not attacking people as some are claiming. She agrees that we need to unite for the benefit of the community and move the City forward.

Vice Mayor Rios, stated that he is concerned with the situation at Farmer John's plant in Vernon and encouraged everyone to be careful. He thanked staff for their work on the census and South Gate is leading the way on filling out the census forms. Vice Mayor Rios wants to start meeting with businesses to discuss safely opening to the community. He is a member of the SELA Collaborative and they just voted to move ahead with "California Forward." The board would like to hold an economic summit in the South East Area before the end of the year. He met with the Mayor and the City Manager about getting the Budget Subcommittee meetings started again.

Mayor Davila reminded everyone of the upcoming food drive. She thanked staff that worked the call center for our senior's citizens and has made a few videos for the high school virtual graduation ceremonies. The Mayor said that the community is welcome to come and talk at the Council Meetings, but a lot of the comments today were about social media pages that the City doesn't have any control over. The Council continues to conduct City business and we make sure our residents are

REGULAR CITY COUNCIL MEETING MINUTES OF MAY 26, 2020

REPORTS AND COMMENTS FROM CITY OFFICIALS

CONT'D

taken care of. She will not respond to questions on social media pages and does not respond to negative comments. At the last meeting she read a statement that addressed the concerns of some of the residents and stated that there are organizations that people can report their concerns if they question her ethics. She believes that the people have the right to protest but said that people should be mindful of their behavior and their language as their chose to protest in area with families and children. We should work together especially during these times of need.

CONSENT CALENDAR

Agenda Items 6, 8, 9, and 10 were unanimously approved by motion of Council Member Hurtado and seconded by Mayor Davila. Item 7 was pulled for separate discussion.

Roll Call: Mayor Davila, yes; Vice Mayor Rios, yes; Council Member Avalos, yes; Council Member Diaz, yes; Council Member Hurtado, yes.

6

BUILDING CODES

The City Council unanimously adopted Ordinance No. 2020-02-CC entitled - An Ordinance of the City Council of City of South Gate amending Title 9 (Buildings), of the South Gate Municipal Code, in its entirety by adopting by reference the 2019 Edition of the California Code of Regulations, Title 24 and the 2018 Edition of the Uniform Solar Energy and Hydronics Codes, and the 2018 Edition of Swimming Pool, Spa, Hot Tub Codes published by the International Association of Plumbing and Mechanical Officials, effective July 1, 2020 during Consent Calendar.

7

PERSONNEL

The City Council adopted Resolution No. 2020-21-CC entitled - A Resolution of the City Council of the City of South Gate amending Resolution No. 6454 (Salary Resolution and Position Classification Plan) to update the job specification of the Director of Parks & Recreation position in the Parks & Recreation Department by motion of Council Member Hurtado and seconded by Council Member Davila.

Roll Call: Mayor Davila, yes; Vice Mayor Rios, yes; Council Member Avalos, no; Council Member Diaz, yes; Council Member Hurtado, yes.

8

CIS

The City Council unanimously approved A, B, and C during Consent Calendar.

- a. Approved Amendment No. 1 to Contract No. 2020-22-AC with ClientFirst Technology Consulting for continued project management related to the initial implementation of the Technology Master Plan, in an amount not-to-exceed \$62,390.00;

REGULAR CITY COUNCIL MEETING MINUTES OF MAY 26, 2020

8

CIS CONT'D

- b. Approved Professional Services Agreement (Contract No. 2020-32-CC) with ClientFirst Technology Consulting for Implementation of an E-mail Archive Solution, in an amount not-to exceed \$7,350.00; and
- c. Approved Professional Services Agreement (Contract No. 2020-33-CC) with ClientFirst Technology Consulting for the Office 365 Migration Project, in amount not-to-exceed \$26,600.00.

9

PW

The City Council unanimously approved A, B, C, D, E, F, G and H during consent calendar.

- a. Amending the Capital Improvement Program to add the following projects:
(1) Citywide Residential Resurfacing Project, Phase I, City Project No. 637-ST (2) Police Department Parking Lot Expansion, City Project No. 594-GEN, (3) Police Department Fueling Station and Air Compressor Replacement, City Project No. 663-GEN, and (4) Warehouse Office Construction at Public Works Yard, City Project No. 664-GEN;
- b. Appropriating \$1,600,000 in Senate Bill 1 Funds to Account No. 311-790-31-9582, (Capital Projects Fund - Citywide Residential Resurfacing Project - Phase I, City Project No. 637-ST) to fund this project;
- c. Transferring \$240,000 from Account No. 311-790-49-9905 (Capital Projects Fund - Courthouse Adaptive Reuse Project, City Project No. 501-ARC) to Account No. 311-790-39- 9113, (Capital Projects Fund - Police Department Parking Lot Expansion, City Project No. 594 GEN) to fund this project;
- d. Appropriating \$800,000 from the unrestricted balance of the Water Fund to Account No. 411-731-71-9557 (Water Fund - Water System Facilities Chlorination Upgrades, City Project No. 586-WTR) to fully fund the project;
- e. Appropriating \$200,000 from the unrestricted balance of the Water Fund to Account No. 411-731-71-9578 (Water Fund - Long Beach Boulevard Water Service Lateral Replacement, City Project No. 638-WTR) to fully fund the project;
- f. Appropriating \$600,000 from the unrestricted balance of the Water Fund to Account No. 411-731-71-9581 (Water Fund - AMI/AMR Meter Replacement - Phase III, City Project No. 649-WTR) to fully fund the project;

REGULAR CITY COUNCIL MEETING MINUTES OF MAY 26, 2020

9

PW CONT'D

- g. Appropriating \$175,000 from the unassigned balance of the Building & Infrastructure Maintenance Fund to Account No. 311-790-39-9114 (Capital Projects Fund - Police Department Fueling Station and Air Compressor Replacement, City Project No. 663-GEN) to fund this project; and
- h. Appropriating \$30,000 from the unassigned balance of the Building & Infrastructure Maintenance Fund to Account No. 311-790-49-9911 (Capital Projects Fund - Warehouse Office Construction at Public Works Yard, City Project No. 664-GEN) to fund this project.

10

MINUTES

The City Council unanimously approved the Regular and Special Meeting minutes of April 28, 2020 during Consent Calendar.

11

POLITICAL SUPPORT

The City Council unanimously adopted Resolution No. 2020-22-CC extending the restriction on evictions of commercial and residential tenants to June 30, 2020, due to the ongoing Coronavirus Disease 2019 pandemic by motion of Council Member Hurtado and seconded by Council Member Davila.

Roll Call: Mayor Davila, yes; Vice Mayor Rios, yes; Council Member Avalos, yes; Council Member Diaz, yes; Council Member Hurtado, yes.

12

POLICE

The City Council unanimously approved A, B, C, D, E, and F by Mayor Davila and seconded by motion of Council Member Hurtado.

- a. Approved a Lease Financing Agreement (Contract No. 2020-34-CC) with Motorola for the purchase of hardware and software which includes consoles, radios and services, in the amount of \$1,253,889.84, for a three-year term;
- b. Approved an Agreement (Contract No. 2020-35-CC) with the City of Montebello for Interoperable Radio System Subscriber Service, in the total amount of \$58,500.00 annually;
- c. Approved an Agreement (Contract No. 2020-36-CC) with the City of Montebello for Land Lease Agreement, in the total of \$1.00 annually;
- d. Approved an Agreement (Contract No. 2020-37-CC) with Spectrum Cable for internet service, in the total amount of \$9,000.00 annually;

REGULAR CITY COUNCIL MEETING MINUTES OF MAY 26, 2020

12

POLICE CONT'D

- e. Approved an Agreement (Contract No. 2020-38-CC) with Wireless Infrastructure Services for microwave dish, in the amount of \$62,083.29 (one-time cost); and
- f. Authorized the Mayor to execute the Agreements in a form acceptable to the City Attorney.

Roll Call: Mayor Davila, yes; Vice Mayor Rios, yes; Council Member Avalos, yes; Council Member Diaz, yes; Council Member Hurtado, yes.

Council Member Hurtado stated that this is the continuation of the first phase of a project that was approved in 2018. This item continues with Phase 2 and 3.

Chief Davis explained that if the Police Department did not move forward with Phase 2 and 3 the early equipment would only be utilizing a fraction of their capabilities.

Council Member Hurtado also believes that this project would improve officer safety.

Council Member Avalos has concerns with funding options and questioned if there were other funding sources available to complete this project. She suggested using asset forfeiture funds for half of the purchase and general fund for the other half.

Chief Davis stated that the asset forfeiture funds are used for as many capital purchases possible from police cars, uniforms and equipment. These funds also used for the EOC and Training Facility remodel. He suggested that rather than changing the financial impact he will look at more infrastructure and technology improvements items that are included right now in the Technology Master Plan that the department had planned on using general fund and look at changing those to asset forfeiture. This can be done with the next fiscal year budget.

Council Member Diaz is also concerned with the impact this will have on the General Fund.

Chief Davis did explain that this is a time sensitive item and if we postpone approving these contracts the City could lose the discount that is included. He also stated that payment is not due until May of 2021.

REGULAR CITY COUNCIL MEETING MINUTES OF MAY 26, 2020

13

WARRANTS

The City Council unanimously approved the Warrants and Cancellations for May 26, 2020 by motion of Council Auditor Avalos and seconded by Council Member Hurtado.

Total of Checks:	\$2,176,206.64
Voids:	\$ (17,315.00)
Total of Payroll Deductions:	<u>\$ (387,559.52)</u>
Grand Total:	\$1,771,332.12

Cancellations: 87516, 87880, 87993

Roll Call: Mayor Davila, yes; Vice Mayor Rios, yes; Council Member Avalos, yes; Council Member Diaz, yes; Council Member Hurtado, yes.

ADJOURNMENT

Mayor Davila unanimously adjourned the meeting at 11:28 p.m. and seconded by Vice Mayor Rios.

PASSED and APPROVED this 9th day of June 2020.

ATTEST:

Maria Davila, Mayor

Carmen Avalos, City Clerk

RECEIVED

Item No. 9

JUN 4 2020

City of South Gate

CITY COUNCIL

CITY OF SOUTH GATE
OFFICE OF THE CITY MANAGER

10:35am

AGENDA BILL

For the Regular Meeting of: June 9, 2020
Originating Department: Administrative Services

Department Director:


Jackie Acosta

City Manager:


Michael Flad

SUBJECT: CONSIDERATION OF THE RETAIL FIREWORKS SALES PROGRAM

PURPOSE: To consider whether this year the retail sale of Safe and Sane fireworks should be allowed in the City over a 7 day period from June 28th through July 4th, in light of COVID-19.

RECOMMENDED ACTION: The City Council will discuss whether the retail of Safe and Sane fireworks will be allowed in the City this year and will select one of the following options:

a. Take no action, thereby allowing the retail sale of Safe and Sane fireworks in the City of by local non-profit organizations;

OR

b. Adopt a Resolution temporarily suspending the issuance of permits for the retail sale of Safe and Sane fireworks in the City.

FISCAL IMPACT: There will be a minimal fiscal impact on the City from the loss of sales taxes generated by the fireworks sales. The lost sales tax revenue is estimated to be approximately \$1,300. The bigger impact will be on the local non-profit organizations that count on the monies raised through the annual sales of fireworks.

ANALYSIS: Each year, the City allows local non-profit organizations to raise funds by selling Safe and Sane fireworks in the City. Funds raised through the retail sales of Safe and Sane fireworks are required to be used for service projects and programs that benefit the South Gate community. This year, with the ongoing COVID-19 pandemic, staff believes that the City Council should consider whether to suspend the retail sale of Safe and Sane fireworks this year.

BACKGROUND: The sale of Safe and Sane fireworks in the City is an annual event permitted in relation to the July 4 holiday celebration. Traditionally, the City has permitted local non-profit organizations to sell fireworks from designated booths and to use sale proceeds to raise funds for their organizations. However, the Council is being asked to weigh the benefits of supporting local non-profit groups with efforts to slow the spread of the Coronavirus Disease through well-publicized social distancing requirements and Safer at Home directives which still have not been fully lifted. The potential risks include greater opportunities for the spread of COVID-19 as a result of people gathering at the fireworks stands while shopping for fireworks, more neighborhood gatherings on the 4th of July to discharge the fireworks, and possibly even the impression that the City is encouraging social activities and gatherings by allowing the sale of Safe and Sane fireworks.

The majority of cities in Los Angeles County do not allow the sale or use of Safe and Sane fireworks within their cities. For those cities that do, most are allowing the retail sale of Safe and Sane fireworks this year. The City of Compton is the only city known to staff that is suspending the sale of Safe and Sane fireworks this year.

There is guidance to be found from the Los Angeles County Department of Public Health (“Department”). On May 29, 2020, the Department issued a superseding order (“May 29 Order”) allowing for the opening of non-essential businesses such as retailers. While the May 29 Order permits retailer to open provided that they post and follow certain social distancing requirements (See Attachment “C”), it makes clear that its intent is “to continue to ensure that County residents remain in their residences as much as practicable, to limit close contact with others outside their household in both indoor and outdoor spaces.” The May 29 Order does not expressly prohibit the opening of firework booths, though it continues to prohibit the reopening of businesses such as movie theaters, community centers, indoor and outdoor playgrounds, and all events and gatherings unless specifically allowed by the May 29 Order. So if the City decides to allow the sale of fireworks, it should also communicate to its residents that they should follow the County’s directive to “limit close contact with others outside their household in ...outdoor spaces” where the fireworks may be sold and set off. The City will also communicate to the fireworks stand operators that they will be required to follow all current state and county guidelines for retail businesses.

- ATTACHMENTS:**
- A. Proposed Resolution
 - B. South Gate Municipal Code Sections 2.10.560 thru 2.10.585
 - C. LA County Department of Public Health, May 29 Order
 - D. 2019 Fireworks Financial Results/2020 Locations

RESOLUTION NO. _____

**CITY OF SOUTH GATE
LOS ANGELES COUNTY, CALIFORNIA**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH GATE, CALIFORNIA, TEMPORARILY SUSPENDING SUBSECTIONS B.4 (DEADLINE FOR PERMIT APPLICATION), AND D (ISSUANCE OF PERMIT), OF SECTION 2.10.560 (FIREWORKS SALES (RETAIL)), OF CHAPTER 2.10 (BUSINESS REGULATION), OF TITLE 2 (LICENSES - BUSINESS REGULATIONS), OF THE SOUTH GATE MUNICIPAL CODE TO SUSPEND THE ISSUANCE OF PERMITS FOR THE RETAIL SALE OF SAFE AND SANE FIREWORKS FOR THE 2020 FIREWORKS SEASON

WHEREAS, each year, the City of South Gate (“City”) allows local non-profit organizations to raise funds by selling Safe and Sane fireworks in the City provided they are authorized by a duly issued City permit;

WHEREAS, those funds raised by the non-profit organizations through the retail sales of Safe and Sane fireworks are required to be used for service projects and programs that benefit the South Gate community;

WHEREAS, the City Council may consider taking action affecting the timetable for the issuance of permits pursuant to Subsections 2.10.560 B.4 and 2.10.560 D of the South Gate Municipal Code; including the implicit authority to not issue permits;

WHEREAS, no permits have been issued to date by the City for this year’s July 4th celebration;

WHEREAS, since the discovery of the novel Coronavirus Disease 2019 (“COVID-19”), a respiratory illness which began in Wuhan City, Hubei Province, China, has spread to more than 140 countries, including the United States, the World Health Organization (“WHO”) has confirmed over 6 million cases of COVID-19, resulting in over 379,000 deaths;

WHEREAS, as of June 3, 2020, there have been 709 confirmed cases of COVID-19 in the City, resulting in 17 deaths;

WHEREAS, the City and the South Gate community have put forth great effort to slow the spread of the COVID-19 disease, through well-publicized social distancing requirements and complying with Safer at Home orders issued by State and Los Angeles County agencies, including emergency orders by the City Manager, which still have not been fully lifted;

WHEREAS, the City Council has determined that while social distancing may mitigate certain risks, there remain opportunities for the spread of COVID-19 because of people gathering at the fireworks stands while shopping for fireworks and/or increased neighborhood gatherings that come together to watch the discharge of fireworks during the days leading up to and including the 4th of July; and

WHEREAS, the City Council has weighed the benefits of supporting local non-profit groups, including the ability to mitigate the spread of COVID-19 through social distancing and other related preventative measures, with the potential risks described above.

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

SECTION 1. The City Council hereby temporarily suspends Subsections B.4 (Deadline for Permit Application) and D (Issuance of Permit), of Section 2.10.560 (Fireworks Sales (Retail)), of Chapter 2.10 (Business Regulation), of Title 2 (Licenses – Business Regulations), of the South Gate Municipal Code, thereby suspending the issuance of permits for the retail sale of Safe and Sane fireworks in the City for the 2020 fireworks season.

SECTION 2. The City Clerk shall certify to the adoption of this Resolution which shall be effective upon its adoption.

PASSED, APPROVED and ADOPTED this 9th day of June 2020.

CITY OF SOUTH GATE:

By: _____
Maria Davila, Mayor

ATTEST:

By: _____
Carmen Avalos, City Clerk

(SEAL)

APPROVED AS TO FORM:

By: Raul F. Salinas / RFS
Raul F. Salinas, City Attorney

2.10.560 Fireworks sales (retail). 

A. Definitions. For the purposes of this section, the following terms shall have the following meanings:

1. "Eligible organization" means an organization described in Section [2.08.250\(A\)\(3\)](#), which has been established as such in the city for a minimum of one year immediately preceding the filing of any application hereunder, and has a bona fide membership of at least twenty persons, the majority of whom are residents of the city.
2. "Permit period" means the period commencing at twelve noon on June 28th and ending at twelve midnight to ten p.m. on July 4th of each year.
3. "Safe and sane fireworks" shall have the same meaning as defined in Section [12529](#) of the Health and Safety Code of the state of California.

B. General Requirements.

1. Permit Required. No person shall offer for sale or sell at retail any fireworks of any kind in the city without first having applied for and received a permit therefor.
2. Eligible Organizations. Only an eligible organization may apply for a permit to sell fireworks in the city, and only safe and sane fireworks shall be authorized to be sold.
3. Number of Permits Citywide and to Any Eligible Organization. The total number of permits issued for use in any permit period shall be twenty. Preference and priority will be given, first, to any organization which was issued a permit for nine of the ten years from 1994 to 2003; second, to any eligible organization which was issued a permit for seven consecutive years from 1997 to 2003; and, third, to any other eligible organization chosen at random in a witness drawing conducted by the city of South Gate. In the event that the number of eligible organizations in the first priority class exceeds twenty then each eligible organization in that class shall be subject to a witness drawing. Likewise, in the event that the number of eligible organizations in the second priority class exceeds the total number of remaining permits, then each eligible organization in that class shall be subject to a witness drawing. Any eligible organization which is awarded a permit by the city shall be entitled to only one location. In the event that an otherwise eligible organization is found to have control over, or be under the control of, another otherwise eligible organization, and neither eligible organization agrees to withdraw their application for a permit, then the city shall conduct a witness drawing as between or among those eligible organizations for purposes of determining which organization shall be deemed to be an eligible organization.

4. **Deadline for Permit Application.** Unless otherwise authorized by action of the city council, an application for a permit to sell fireworks at retail shall be filed not earlier than March 1st and not later than May 1st of the year in which the permit is sought.

C. **Application Information.** In addition to the information required by Section [2.10.140](#), the application for a permit to sell fireworks at retail shall contain the following information and documentation, as applicable:

1. Evidence of the applicant's current status as an eligible organization, as defined herein;
2. The date of organization of the applicant and the duration of its existence;
3. The purpose for which the applicant was organized;
4. The applicant's intended use of any funds realized from the retail sale of fireworks;
5. The proposed location of any fireworks stand or other retail outlet applied for, together with two copies of a plot plan showing its location in relation to existing structures and the public right-of-way;
6. The name and address of the owner of the proposed location, and a written statement from the property owner, lessor or sublessor as to whether the applicant has permission to place a fireworks stand at such a location;
7. A statement that the person signing the application has read and is familiar with the terms of this section regarding the nature of the permit granted, the location of the fireworks stands or other retail outlets, and the permitted times of storage and sale of fireworks at such location;
8. The city may also require an organization to provide additional information in such forms as may be developed by the city. The disclosure of a membership list, operating budget, disclosure of affiliation with any other known eligible organization and any other information that may be necessary to allow the city to enforce strict compliance with the permit requirements;
9. A copy of the seller's permit issued by the State Board of Equalization.

D. **Issuance of Permit.** Applicants for a permit shall be notified by the tax collector of the acceptance or rejection of their application for a permit on or before May 15th.

1. Upon approval of such application, the applicant shall complete the following prior to the issuance of a permit:

- a. Post a cash deposit with the tax collector in an amount specified by resolution of the city council to guarantee that all litter shall be cleared from the premises of any temporary fireworks stand by the date set forth in this section;
 - b. File with the tax collector a certificate of public liability and property damage insurance in a minimum amount of \$100,000/\$200,000/\$25,000 which shall cover the operation and premises of any temporary fireworks stand; in addition, the city shall be named as an additional insured on such insurance coverage.
 2. A copy of the application and plot plan shall be forwarded to the State Fire Marshal who shall review the location of any proposed fireworks stand for compliance with existing fire regulations. The State Fire Marshal shall report his findings to the tax collector on or before May 30th.
 3. A copy of the application and plot plan shall also be forwarded to the chief of police for permit investigation. A report of such investigation shall be made to the tax collector on or before May 30th.
 4. Upon final inspection by appropriate city departments and compliance with these regulations, a permit shall be issued by the tax collector.
- E. Operating and Reporting Requirements.
1. The permittee shall use the net proceeds derived from its retail sales operations under the permit only for such nonprofit, charitable, religious or other tax-exempt service projects as shall be of benefit to the city, and for no other purpose.
 2. On or before March 1st of the following year, permittee shall file a report with the tax collector describing each such service project, and setting forth an accounting of the funds derived from the retail sale of fireworks for the previous year.
 3. No eligible organization shall receive a permit for the retail sale of fireworks if such organization received a permit within the previous two years and failed to file the reports required in subsections (C)(8) and (E)(2) of this section or otherwise violate any provisions of this code relating to the prior two year period or to the eligible organization's operations thereunder.
 4. No person under the age of eighteen shall be allowed to purchase fireworks.
 5. All permits shall expire at twelve midnight on July 4th.

6. All permits shall be posted in a conspicuous place at the authorized location.
7. Permittee shall strictly comply with all applicable provisions of the State Fireworks Law (Sections [12500](#) et seq. of the California Health and Safety Code).
8. All fireworks sales permittees shall employ a person on the premises to act as manager at all times during which the fireworks sales are conducted. Such manager shall be permitted pursuant to Section [2.10.050](#).

F. Regulations for Temporary Fireworks Stands. All temporary stands for the sale of fireworks shall be located, maintained and operated subject to the following provisions:

1. Temporary fireworks stands shall be capable of resisting wind loads without collapsing, sliding or overturning. Such temporary stands shall be installed in conformance with the recommendations of a licensed civil engineer, structural engineer, or architect. The plan showing the recommended installation requirements shall be subject to the review and approval of the director of building and safety. The plan shall be approved prior to the installation of the stand. All necessary hold downs shall be installed when the stand is initially erected. Fireworks stands, as temporary structures, need not comply with other provisions of the building code of the city; provided, however, that all stands shall be erected to the satisfaction of the director of building and safety, or his designee, who shall require that stands be constructed in such a manner as to reasonably ensure the safety of all attendants and patrons. All utilities shall be installed and maintained in accordance with all applicable governmental statutes, ordinances, codes and regulations.
2. Upon approval of the stand and any utilities installed therein, a certificate of occupancy shall be issued by the department of building and safety and the fire department. The certificate of occupancy, or a copy thereof, shall be posted in a conspicuous location within the stand. It is unlawful to sell any fireworks from a stand that does not have a valid certificate of occupancy. Utilities shall not be connected, added or modified in an approved stand after the issuance of a certificate of occupancy without the prior approval of the director of building and safety.
3. No person shall install any electrical wiring within a fireworks stand until an appropriate electrical permit has been obtained from the department of building and safety.
4. No temporary fireworks stand shall be erected within one hundred feet of any gasoline station or commercial garage, nor within twenty-five feet of any other structure. Minimum setback from the street curbing shall be ten feet.

5. No temporary stand shall be located within a residential zone except in those circumstances where the tax collector finds and determines that the presence of a temporary fireworks stand will not be detrimental to the surrounding residential neighborhood.

6. No temporary fireworks stand shall be installed prior to twelve noon on June 21st, and each stand shall be removed from any temporary location by twelve noon on July 12th.

All accompanying litter, debris, building materials, utility connections and other facilities, equipment or materials, shall be cleared from said location by said time and date to the satisfaction of the director of public works. If the premises have not been cleared by said date, the department of public works shall clear or cause to be cleared said premises, and shall charge the cost thereof to the cash deposit, and the unexpended balance, if any, shall be returned to the permittee.

7. All weeds and combustible material, not including structures, shall be cleared from the location of the temporary fireworks stand, and for a distance of at least fifty feet surrounding the stand.

8. All trash shall be removed from the location and the fireworks stand each evening at the close of business.

9. There shall be maintained at each location or within each stand at which fireworks are sold or offered for sale, two fire extinguishers of a type approved by the Los Angeles County fire department.

10. No person shall light, or cause or permit to be lighted, any fireworks or any other article or material within any such stand, or within fifty feet thereof.

11. No smoking shall be allowed in any structure used for the retail sale and display of fireworks, nor within fifty feet of said structure. "No Smoking" signs shall be prominently displayed both inside and outside the temporary fireworks stand.

12. There shall be at least one adult in attendance during the authorized retail sale hours of the fireworks stand. No person under eighteen years of age shall be permitted in a stand.

13. The permittee shall provide an adult night watchman to act during the hours of fireworks storage. Under no circumstances shall the night watchman sleep within the fireworks stand.

14. No alcoholic beverages shall be allowed at the authorized location. No person who is under the influence of alcoholic beverages shall enter, or be allowed in, the fireworks sales booth.

15. Fireworks stands shall have exits at least thirty inches in width at both ends of the structure, and one thirty-inch exit every twenty feet on the rear wall of the structure. No supplies or other materials shall be stored in front of exit doors. All exit doors shall remain unlocked and unlatched whenever the stand is occupied.

16. Fireworks on the retail sale site shall be stored and kept only in the permittee's sales booth. It is unlawful to store any fireworks in any other place within the city, except as provided in Section [2.10.580](#).

17. All unsold stock shall be removed from the authorized location by twelve noon on July 7th.

18. Any violation of the provisions of this subsection shall constitute grounds for suspension of the permit by the tax collector on twenty-four hours notice to the permittee; provided, however, if any such violation is committed in the presence of any police officer, the fire chief, or any other city officer authorized to enforce the provisions of this code, the tax collector shall be authorized and empowered, upon receiving a duly executed written report of a violation from any such officer, to forthwith close any temporary fireworks stand operated in violation of these regulations.

(Ord. 2153 § 2, 12-9-03; Ord. 1948 § 1 (part), 5-25-93)

2.10.570 Fireworks sales (wholesale). SHARE

A. General Requirements.

1. The tax collector may, in the exercise of discretion, and from time to time, issue one or more wholesale permits for the possession and wholesale distribution of "safe and sane fireworks" within the city to any person licensed by the State Fire Marshal as a manufacturer, importer, exporter or wholesaler of fireworks.

2. Such wholesale permits may, unless revoked by the city council, be renewed annually; provided, however, that the permittee shall, on or before March 1st of each year, file an application for renewal thereof in the same form as an application for the original permit, and shall pay the permit renewal fee in the amount specified by resolution of the city council.

3. Every wholesale permit issued hereunder shall expire on December 31st of the year in which such permit is issued.

B. Application Information. In addition to the information required by Section [2.10.140](#), the application for a wholesale permit to engage in the possession and wholesale distribution of safe and sane fireworks in the city shall contain the following information, as applicable:

1. A statement that, upon issuance of the permit, the applicant will deliver to the city a products liability, public liability and property damage insurance policy in the principal amount of not less than three hundred thousand dollars. Such policy shall be issued by an admitted surety insurer, and shall be in such form as shall be approved by the city attorney. Said policy shall name the city, its officers, agents and employees, as an additional insured;

2. The applicant's state fireworks license number or numbers, the names and addresses of its principal partners, owners or officers, and the name, residence address and capacity of the person signing the application;

3. A statement that fireworks will not be furnished, sold, distributed or placed in the possession of any person or organization in the city, or for sale, use or distribution in the city, unless such person or organization holds a valid and unrevoked permit from the city to so possess, sell, use or distribute said fireworks;


4. The applicant shall provide plans and specifications for temporary fireworks stands for the retail sale of fireworks to be distributed, and no sale, distribution or storage of fireworks shall be made except to, from or at a temporary fireworks stand. Such temporary stands shall be subject to the provisions of Section [2.10.560\(F\)](#).

C. Operating Requirements.

1. No fireworks shall be distributed within the city by the permittee to any retail permittee or other person prior to June 27th of the calendar year for which the permit is issued.

2. Every shipment or load of fireworks distributed by the permittee to any retail permittee shall be accurately inventoried, and a copy of the inventory furnished to the retail permittee at the time of such distribution. It is a misdemeanor for any person to furnish to any retail permittee any materially false or inaccurate inventory. A copy of each such inventory shall be filed with the tax collector by the permittee.

(Ord. 1948 § 1 (part), 5-25-93)

2.10.580 Fireworks (storage). 

A. General Prohibitions on Storage of Fireworks.

1. It is unlawful to store any fireworks destined or intended to be sold at retail in any residence, dwelling unit, garage or automobile within the city.

2. It is unlawful to store any fireworks destined or intended to be sold at retail in any building or other place within the city without a permit therefor issued by the city.
- B. Application Information. The application for a permit to store fireworks destined or intended to be sold at retail in the city shall contain the information required by Section [2.10.140](#).
- C. Review of Application. Upon filing of the permit application required hereunder, the tax collector shall cause an investigation to be made of the location where the applicant proposes to store the fireworks. No permit shall be issued by the tax collector except upon a determination by the department of building and safety that the proposed storage location is in compliance with all applicable statutes, ordinances, codes, rules and regulations.
- D. Operating Requirements.
1. Prior to initiating the storage of fireworks at any authorized location, the permittee shall procure liability and property damage insurance covering its operation in and about said premises in a minimum amount of \$100,000/\$200,000/\$25,000; in addition, the city shall be named as an additional insured on such policy of insurance. The permittee shall file a certificate of such insurance with the tax collector within seven days after issuance of the permit authorizing such storage operation.
 2. No fireworks shall be stored within one hundred feet of any gasoline service station or within twenty-five feet of any automobile garage. Any facility for the storage of fireworks shall maintain a minimum setback from the street curbing of ten feet.
 3. There shall be maintained at each location where fireworks are stored, at least two fire extinguishers of a type approved by the Los Angeles County fire department; provided, however, that if more than one room at any location is used for fireworks storage, there shall be at least one approved fire extinguisher per room.
 4. No person shall light, or cause or permit to be lighted, any fireworks, or any other article or material, within any structure approved for fireworks storage, or within fifty feet thereof.
 5. No smoking shall be allowed in any structure used for the storage of fireworks nor within fifty feet of said structure. "No Smoking" signs shall be prominently displayed.
 6. No person, age eighteen or younger, shall be permitted in the fireworks storage structure.

7. No alcoholic beverages shall be allowed on the permitted premises. No person who is under the influence of alcoholic beverages shall enter, or be allowed in the building or structure authorized and used for fireworks storage.
8. The permittee shall provide an adult night watchman to serve during all hours other than normal business hours. Under no circumstances shall the night watchman sleep within the building in which the fireworks are stored.
9. All permits shall be posted in a conspicuous place at the storage site.
10. The permittee shall strictly comply with all the provisions of the State Fireworks Law (Sections [12500](#) et seq., of the California Health and Safety Code).
11. Any violation of the provisions of this subsection shall constitute grounds for suspension of the permit by the tax collector on twenty-four hours notice to the permittee; provided, however, if such violation is committed in the presence of any police officer, the fire chief or any other city officer authorized to enforce the provisions of this code, the tax collector shall be authorized and empowered, upon receiving a duly executed written report of a violation from any such officer, to forthwith close any location for the storage of fireworks operated in violation of these regulations.

(Ord. 1948 § 1 (part), 5-25-93)

2.10.585 Fines related to dangerous fireworks. 

A. This section authorizes the imposition of administrative fines on any person who violates any provision of this section in order to encourage and obtain compliance with the provisions of this chapter for the benefit and protection of the entire community. This section governs the imposition, enforcement, collection and administrative review of all administrative fines, related to: (1) the possession, use, storage, sale and/or display of those fireworks classified as “dangerous fireworks” in Section [12500](#) et seq. of the California Health and Safety Code, with the exception of a pyrotechnic licensee when operating pursuant to that license; and/or (2) the use of safe and sane fireworks on or at dates, times and/or locations other than those permitted by this section. Said administrative fines are imposed under authority of Section [53069.4](#) of the California Government Code, Section [12557](#) of the California Health and Safety Code, and the police power of the city.

B. “Dangerous fireworks,” as more particularly defined in Section [12505](#) of the California Health and Safety Code, include but are not limited to firecrackers, roman candles, and skyrockets, but exclude “safe and sane fireworks” as defined by Section [12529](#) of the California Health and Safety Code.

C. Except as otherwise provided in this section, a violation of this section shall be an administrative violation subject to an administrative citation as established in Chapter [1.59](#). The range of monetary sanctions for a violation of this section is set below in subsection (K) of this section.

D. "Person" means an individual or a legal entity that is an owner, tenant, lessee and/or other person with any right to possession or control of property where a violation of this code occurred.

E. "Responsible person" means a person who causes a code violation to occur or allows a violation to exist or continue, by his or her action or failure to act. Every parent, guardian, or other person having the legal care, custody or control of any person under the age of eighteen years, who knows or reasonably should know that a minor is in violation of this section, may be issued a violation in accordance with the provisions of this section and Chapter [1.59](#).

F. Because of the serious threat of fire or injury posed by the use of "dangerous fireworks" that can result from persistent or repeated failures to comply with the provisions of this section and the effect of such conditions or activities on the safety and the use and enjoyment of surrounding properties and to the public health, safety and welfare, this section imposes strict civil liability upon the owners of real property for all violations of this section existing on their real property. Each contiguous use, display and/or possession shall constitute a separate violation and shall be subject to a separate administrative fine.

G. The chief of police or his/her designee shall enforce the provisions of this section. The issuance of citations imposing administrative fines shall be performed at the discretion of law enforcement personnel of the city.

H. The city shall provide cost reimbursement to the State Fire Marshal pursuant to regulations adopted by the State Fire Marshal addressing the State Fire Marshal's cost for the transportation and disposal of dangerous fireworks seized by the city, which costs will be a part of any administrative fine imposed, pursuant to Section [12557](#) of the California Health and Safety Code.

I. The imposition of fines related to dangerous fireworks under this section shall be limited to persons who possess, sell, use and/or display, or the seizure of, twenty-five pounds or less (gross weight) of such dangerous fireworks, pursuant to Section [12557](#) of the California Health and Safety Code.

J. Fines collected pursuant to this chapter related to dangerous fireworks shall not be subject to Section [12706](#) of the California Health and Safety Code, which section provides that certain fines collected by a court of this state be deposited with, and disbursed by, the county treasurer, pursuant to Section [12557](#) of the California Health and Safety Code.

K. Penalties for Violations.

1. Each person who violates any provision of this chapter as it relates to the possession, use, storage, sale and/or display of dangerous fireworks shall be subject to the imposition and payment of an administrative fine or fines as provided below:

Number of Offenses in One-Year Period	Amount of Administrative Penalty	Late Charge	Total Amount of Penalty plus Late Charge
First	\$1,000.00	\$250.00	\$1,250.00
Second	\$1,500.00	\$500.00	\$2,000.00
Third	\$2,000.00	\$1,000.00	\$3,000.00

2. Each person who uses safe and sane fireworks on or at dates, times and/or locations other than those permitted by this chapter shall be subject to the imposition and payment of an administrative fine or fines as provided below:

Number of Offenses in One-Year Period	Amount of Administrative Penalty	Late Charge	Total Amount of Penalty Plus Late Charge
First	\$250.00	\$125.00	\$375.00
Second	\$500.00	\$250.00	\$750.00
Third	\$1,000.00	\$500.00	\$1,500.00

3. Payment of an administrative fine shall not excuse or discharge a responsible person from the duty to immediately abate and correct a violation of this chapter, nor from any other responsibility or legal consequences for a continuation or a repeated occurrence(s) of a violation of this chapter.

(Ord. 2327 § 1, 5-24-16)



**REOPENING SAFER AT WORK AND IN THE COMMUNITY
FOR CONTROL OF COVID-19
MOVING THE COUNTY OF LOS ANGELES THROUGH
STAGE 2 OF CALIFORNIA'S PANDEMIC
RESILIENCE ROADMAP
Revised Order Issued: May 29, 2020**

Please read this Order carefully. Violation of or failure to comply with this Order is a crime punishable by fine, imprisonment, or both. (California Health and Safety Code §120295; Los Angeles County Code § 11.02.080.)

SUMMARY OF THE ORDER: This Revised County of Los Angeles Health Officer Order (Order) supersedes all prior Safer At Home orders (Prior Orders) issued by the County of Los Angeles Health Officer (Health Officer). This Order is issued to comply with State Executive Orders N-33-20 and N-60-20 issued by Governor Gavin Newsom, and the accompanying orders of the State Public Health Officer issued on March 19 and May 7, 2020. The State Public Health Officer has articulated a 4 Stage framework – California Pandemic Resilience Roadmap to inform the State's actions that reintroduce activities and sectors in a phased manner and with necessary modifications to protect health and safety, and to lower the risk of Novel Coronavirus Disease (COVID-19) transmission and outbreaks in a community.

This Order is issued to align the County of Los Angeles (County) with State Executive Orders and State Health Officer Orders that support the phased reopening of the California Pandemic Resilience Roadmap. This Order will be revised in the future to reflect the State Executive Orders and State Public Health Officer Orders that progressively designate sectors, businesses, establishments, or activities that may reopen with certain modifications, based on health and safety needs and at a pace designed to protect health and safety. Changes from the previous Order are highlighted. Should local COVID-19 conditions warrant, the Health Officer may, after consultation with the Board of Supervisors, issue Orders that are more restrictive than those of the State Public Health Officer.

This Order allows persons to engage in all permitted activities, as defined by the Order, but requires that persons practice Social (Physical) Distancing, at all times while out in public and wear a cloth face covering when in contact with others, to lower the risks of person-to-person contact for themselves and others.

This Order is effective within the County of Los Angeles Public Health Jurisdiction, defined as all cities and unincorporated areas within the County of Los Angeles with the exception of the cities of Long Beach and Pasadena. This Order is effective immediately and will continue until further notice.



**UNDER THE AUTHORITY OF CALIFORNIA HEALTH AND
SAFETY CODE SECTIONS 101040, 101085, AND 120175,
THE COUNTY OF LOS ANGELES HEALTH OFFICER ORDERS:**

1. This Order supersedes the Health Officer's Prior Orders. In light of the progress achieved in slowing the spread of COVID-19 in the County, this Order aligns the County with the State Public Health Officer's phased reopening approach guided by the California Pandemic Resilience Roadmap. The Order allows the conditional reopening of activities and business sectors with modifications to lower the risk of person-to-person transmission of COVID-19, ensuring continued Social (Physical) Distancing and adherence to other infection control protocols as provided below. The Health Officer will assess the phased reopening allowed by the State Public Health Officer and this Order on an ongoing basis and determine, after consultation with the Board of Supervisors, whether this Order needs to be modified if the public health risk associated with COVID-19 increases in the future.
2. This Order's intent is to continue to ensure that County residents remain in their residences as much as practicable, to limit close contact with others outside their household in both indoor and outdoor spaces. All persons who can telework or work from home should continue to do so as much as possible during this pandemic. Sustained Social (Physical) Distancing and infection control measures will continue slowing the spread of COVID-19 and diminishing its impact on the delivery of critical healthcare services. All provisions of this Order must be interpreted to effectuate that intent. Failure to comply with any of the Order's provisions constitutes an imminent threat and menace to public health, and a public nuisance, and is punishable by fine, imprisonment or both.
3. All persons living within the County of Los Angeles Public Health Jurisdiction should remain in their residences whenever practicable.
 - a) Nothing in this Order prohibits members of a single household or living unit from engaging in permitted activities together. But gatherings of people who are *not* part of a single household or living unit are prohibited within the County of Los Angeles Public Health Jurisdiction, except for the limited purposes expressly permitted by this Order.
 - b) People leaving their residences must strictly comply with the Social (Physical) Distancing requirements stated in this Order and specified in guidance or protocols established by the County Department of Public Health; this includes wearing a cloth face covering whenever there is or can be contact with others who are non-household members in both public and private places, which reduces the risk of transmission to others from people who do not have symptoms and do not know they are infected. The use of face coverings is commonly referred to as "source control."
 - c) Persons and businesses within the County of Los Angeles Public Health Jurisdiction are required to follow the COVID-19 infection control protocols and guidance provided by the County Department of Public Health. In instances where the County has not provided a specific guidance or protocol, specific guidance or protocols established by the State Public Health Officer shall control.



- d) Pursuant to the State of California's action¹ and the United States District Court Central District of California's order,² jurisdictions within the County of Los Angeles Public Health Jurisdiction are expected to comply with the provision of hotel and motel rooms for vulnerable people experiencing homelessness through Project Roomkey, which slows the spread of COVID-19 and retains capacity of the healthcare system.
4. All people residing within the County of Los Angeles Public Health Jurisdiction who are age 65 or older and all people of any age who have active or unstable pre-existing health conditions, should remain in their residences as much as possible during the pandemic. People in these categories should leave their residences only when necessary to seek medical care, exercise or obtain food or other necessities. The Health Officer strongly recommends that all employers offer telework or other accommodations to persons who are age 65 or older and all people of any age who have an active or unstable pre-existing health conditions.
5. All government agencies working in the course and scope of their public service employment are Essential Government Functions.
- a) All government employees are essential, including but not limited to, health care providers and emergency responders including employees who serve in the following areas: law enforcement; emergency services and management; first responders; fire; search and rescue; juvenile detention; corrections; healthcare services and operations; public health; laboratory or medical testing; mental health; community health; public works; executive management employees serving in these fields; all employees assigned to serve in or support the foregoing fields; and all employees whose services are otherwise needed to assist in a declared emergency.
- b) While all government employees are essential, the employees identified here, and others called to serve in their Disaster Service Worker capacity, must be available to serve the public or assist in response or continuity of operations efforts during this health crisis to the maximum extent allowed under the law.
- c) This Order does not, in any way, restrict (a) first responder access to the site(s) named in this Order during an emergency or (b) local, state or federal officers, investigators, or medical or law enforcement personnel from carrying out their lawful duties at the site(s) named in this Order.
- d) All persons who perform Essential Governmental Functions are categorically exempt from this Order while performing such governmental functions or services. Each governmental entity shall identify and designate appropriate employees or contractors to continue providing and carrying out any Essential Governmental

¹ Office of Governor Gavin Newsom, Action re: Project Roomkey, 4/3/2020, <https://www.gov.ca.gov/2020/04/03/at-newly-converted-motel-governor-newsom-launches-project-roomkey-a-first-in-the-nation-initiative-to-secure-hotel-motel-rooms-to-protect-homeless-individuals-from-covid-19/>; 2020-21 May Revision to the Governor's Budget, Project Roomkey, pg. 78-79

² Order re: Preliminary Injunction (Case No. LA CV 20-02291-DOC-KES), LA Alliance for Human Rights et al v. City of Los Angeles et al, States District Court Central District of California, 5/15/2020.

Functions. All Essential Governmental Functions should be performed in compliance with Social (Physical) Distancing, to the extent possible.

6. This Order does not supersede any stricter limitation imposed by a local public entity within the County of Los Angeles Public Health Jurisdiction.
7. The Health Officer orders the continued closure, as specified in the State Health Officer Orders, of the following types of higher-risk businesses, recreational sites, commercial properties, and activities, where more frequent and prolonged person-to-person contacts are likely to occur:
 - a) Bars and nightclubs;
 - b) Gyms and fitness centers;
 - c) Movie theaters, live performance theaters, concert halls and venues, stadiums, arenas, gaming facilities, theme parks, and festivals;
 - d) Bowling alleys and arcades;
 - e) Public piers;
 - f) Personal care establishments, currently required by the State to remain closed, including nail salons, massage and body art establishments;
 - g) Indoor and outdoor playgrounds for children, except those located within a childcare center;
 - h) Community centers, including public pools, but specifically excluding pools, hot tubs, and saunas that are in a multi-unit residence or part of a Homeowners' Association;
 - i) Indoor museums, indoor children museums, gallery spaces, and zoos;
 - j) All events and gatherings, unless specifically allowed by this Order.
8. All Essential Businesses may remain open to the public and conduct normal business operations, provided that they implement and maintain the Social (Physical) Distancing Protocol defined in Paragraph 20 and attached to this Order as **Appendix A**. An Essential Business' owner, manager, or operator must prepare and post a Social (Physical) Distancing Protocol for each facility or office located within the County of Los Angeles Public Health Jurisdiction and must ensure that the Essential Business meets all other requirements of the Social (Physical) Distancing Protocol.
9. Lower-Risk Businesses are businesses that are not specified in Paragraph 7 of this Order, and not defined as an Essential Business in Paragraph 18 of this Order. There are five categories of Lower-Risk Businesses that may reopen under this Order: (1) retailers ("Lower-Risk Retail Businesses"), (2) manufacturing and logistics sector businesses that supply Lower-Risk Retail Businesses, (3) Non-Essential office-based businesses (although telework is strongly encouraged), (4) Indoor Malls and Shopping Centers, and (5) hair salons and barbershops. These five categories of Lower-Risk Businesses may reopen subject to the following conditions:



- a) For any Lower-Risk Retail Business that sells goods and services, the owner, manager, or operator must, for each facility located within the County of Los Angeles Public Health Jurisdiction, prior to reopening, prepare, implement and post the Reopening Protocols for Retail Establishments: Opening for In Person Shopping, attached to this Order as **Appendix B**.
- b) For any non-retail Lower-Risk Business, that is a manufacturing and logistics sector business that supplies Lower-Risk Retail Businesses, the owner, manager, or operator must, prior to reopening, prepare, implement and post the required Los Angeles County Department of Public Health Reopening Protocol, applicable to the business type or location, attached to this Order as **Appendix C**.
- c) For any Non-Essential office-based business, which includes faith-based office facilities for those employed by the organization and where the facility is their regular place of work, the owner, manager, or operator, must, prior to reopening, prepare implement and post the required Los Angeles County Department of Public Health Reopening Protocol Office-Based Worksites, attached to this Order as **Appendix D**.
- d) For Indoor Malls and Shopping Centers, defined as: A building with (7) or more sales or retail establishments with adjoining indoor space, the owner or operator may reopen the Indoor Mall or Shopping Center up to 50% of overall shopping center capacity. Higher-risk businesses (e.g. movie theaters, bars, spas, nail salons, or other personal care establishments) located within an indoor mall or shopping center must continue to comply with Paragraph 7 of this Order, and remain closed until each of those types of establishments are allowed to resume modified or full operation. Indoor Mall or Shopping Center food courts, dining areas, or dine-in restaurant tenant operations must follow the current requirements for restaurants. The owner or operator of the Indoor Mall or Shopping Center must, prior to reopening, prepare implement and post the required Los Angeles County Department of Public Health Protocols for Shopping Center Operators, attached to this Order as **Appendix E**.
- e) For hair salons and barbershops, the owner, manager, or operator must, prior to reopening, prepare, implement and post the Reopening Protocols for Hair Salons and Barbershops, attached to this Order as **Appendix H**.

REASONS FOR THE ORDER

10. This Order is based upon the following determinations: evidence of continued community transmission of COVID-19 within the County; continued uncertainty regarding the degree of undetected asymptomatic transmission; scientific evidence and best practices regarding the most effective approaches to slow the transmission of communicable diseases generally and COVID-19 specifically; evidence that a significant portion of the County population is at risk for serious health complications, including hospitalizations and death from COVID-19, due to age or pre-existing health conditions; and further evidence that other County residents, including younger and otherwise healthy people, are also at risk for serious negative health outcomes and for

transmitting the virus to others. The Order's intent is to protect the public from the avoidable risk of serious illness and death resulting from the spread of COVID-19.

11. Existing community transmission of COVID-19 in Los Angeles County continues to present a substantial and significant risk of harm to residents' health. There is still no vaccine available yet to protect against COVID-19, and no treatment for it. As of May 29, 2020, there have been at least 51,562 cases of COVID-19 and 2,290 deaths reported in Los Angeles County. There remains a strong likelihood of a significant and increasing number of cases of community transmission. Making the community transmission problem worse, some individuals who contract the virus causing COVID-19 have no symptoms or have only mild symptoms, and so are unaware that they carry the virus and are transmitting it to others. Further, evidence shows that the virus can, at times, survive for several hours on surfaces and can be indirectly transmitted between individuals. Because even people without symptoms can transmit the virus, and because evidence shows the infection is easily spread, preventing, limiting, and placing conditions on various types of gatherings and other direct and indirect interpersonal interactions have been proven to reduce the risk of transmitting the virus.
12. Evidence suggests that the restrictions and requirements imposed by Prior Orders slowed the rate of increase in community transmission and hospitalizations by limiting interactions among people, consistent with the efficacy of similar measures in other parts of the country and world. Although the hospitals within the County are still seeing COVID-19 patients, including patients with severe illness, the hospitals have not become overwhelmed or exceeded capacity. However, because there is not yet a vaccine or proven therapeutic drug, the public health emergency and attendant risks to the public's health by COVID-19 still predominate.
13. In line with the State Public Health Officer, the Health Officer is monitoring several key indicators (COVID-19 Indicators) within the County. Progress on some of these COVID-19 Indicators – specifically related to hospital utilization and capacity – makes it appropriate, at this time, to ease certain restrictions imposed by the Prior Orders. But the prevalence of the virus that causes COVID-19 requires other restrictions and modifications to continue. Activities and business operations that are permitted must be conducted in accordance with the required Social (Physical) Distancing, reopening protocols, and other infection control protocols ordered by the Health Officer.
14. The Health Officer will continue monitoring COVID-19 Indicators to assess the impact of easing restrictions and re-opening sectors. Those Indicators include, but are not limited to:
 - a) The number of new hospitalizations and deaths.
 - b) The capacity of hospitals and the healthcare system in the County, including acute care beds, Intensive Care Unit beds, and ventilators to provide care for existing COVID-19 patients and other patients, and capacity to surge with an increase of COVID-19 cases.



- c) The supply of personal protective equipment (PPE) available for hospital staff, nursing home staff and other healthcare providers and personnel who need PPE to safely respond to and treat COVID-19 patients and other patients.
- d) The ability and capacity to quickly and accurately test persons to determine whether individuals are COVID-19 positive, especially those in vulnerable populations or high-risk settings or occupations, and to identify and assess outbreaks.
- e) The ability to conduct case investigation and contact tracing for the volume of future cases and associated contacts, isolating confirmed cases and quarantining persons who have had contact with confirmed cases.

DEFINITIONS AND EXEMPTIONS

15. The following activities are permitted under this Order:

- a) Engaging in activities or performing tasks important to the health and safety of family or household members (including pets), such as, visiting a health or veterinary care professional or obtaining medical supplies or medication;
- b) Obtaining necessary services and supplies for family or household members, or delivering the same, such as, obtaining grocery items or necessary supplies from Essential Businesses for one's household or for delivery to others;
- c) Performing work for or accessing businesses that are open, or to carry out Minimum Basic Operations for businesses that are closed or operating remotely.
- d) Obtaining or accessing services from Essential Governmental Functions, such as, accessing court, social and administrative services, or complying with an order of law enforcement or court;
- e) Caring for minors, the elderly, dependents, persons with disabilities, or other vulnerable persons;
- f) Obtaining in-person behavioral health or substance use disorder support in therapeutic small group meetings, such as Alcoholics Anonymous or Narcotics Anonymous, provided that the gathering is limited to 10 people or fewer and Social (Physical) Distancing is practiced.
- g) Obtaining in-person faith-based counselling services where the service cannot reasonably be practiced remotely, provided that the gathering is limited to 10 people or fewer and Social (Physical) Distancing is practiced.
- h) Attending in-person faith-based services, provided that the gathering of congregants is limited to the lower of 25% of the total maximum occupancy (or occupant load) assigned for that building on its Certificate of Occupancy or as determined by Section 1004 of the 2019 California Building Code, or a maximum of 100 people. Faith-based organizations holding in-person services must follow the Department of Public Health Places of Worship Protocols, attached to this Order as **Appendix F**.
- i) Engaging in outdoor recreation activity, in compliance with Social (Physical) Distancing requirements and subject to the following limitations:



- i. Outdoor recreation activity at parks, trails, and beaches, and other open spaces must comply with any access or use restrictions established by the Health Officer, government, or other entity that manages the area to reduce crowding and the risk of COVID-19 transmission.
 - ii. Use of shared outdoor facilities for recreational activities, including but not limited to golf courses, tennis and pickleball courts, shooting and archery ranges, equestrian centers, model airplane areas, community gardens, and bike parks, must comply with any access or use restrictions established by the Health Officer, government, or other entity that manages the area to reduce crowding and the risk of COVID-19 transmission.
 - iii. Local public entities may elect to temporarily close certain streets or areas to automobile traffic, to allow for increased space for persons to engage in recreational activity permitted by and in compliance with Social (Physical) Distancing requirements specified in this Order.
 - j) Participating in a Vehicle-Based Parade. The host of the Vehicle-Based Parade must comply with all local ordinances, traffic control requirements, and state and local laws. Further, the host of Vehicle-Based Parades must comply with the Los Angeles County Department of Public Health Vehicle-Based Parade Protocol, attached to this Order as **Appendix G**.
 - k) Participating in an in-person protests as long as (1) attendance is limited to 25% of the relevant area's maximum occupancy, as defined by the relevant local permitting authority or other relevant authority, or a maximum of 100 attendees, whichever is lower, and (2) physical distancing of six feet between persons or groups of persons from different households is maintained at all times.
16. Individuals may work for, train for, volunteer at, or obtain services at Healthcare Operations: hospitals, clinics, laboratories, dentists, optometrists, pharmacies, physical therapists, rehabilitation and physical wellness programs, chiropractors, pharmaceutical and biotechnology companies, other licensed healthcare facilities, healthcare suppliers, home healthcare service providers, mental or behavioral health providers, alcohol and drug treatment providers, cannabis dispensaries with a medicinal cannabis license and all other required state and local licenses, medical or scientific research companies, or any related and/or ancillary healthcare services, manufacturers, distributors and servicers of medical devices, diagnostics, and equipment, veterinary care, and other animal healthcare. This exemption shall be construed to avoid any impact to the delivery of healthcare, broadly defined.
17. Individuals may provide any service, train for, or perform any work necessary to the operation and maintenance of Essential Infrastructure, which is defined as, public health operations, public works construction, airport operations, port operations, food supply, water, sewer, gas, electrical, oil extraction and refining, roads and highways, public transportation, solid waste collection, removal and processing, flood control and watershed protection, cemeteries, mortuaries, crematoriums, and internet and telecommunications systems (including the provision of essential global, national, local infrastructure for computing services, business infrastructure, communications, and web-based services), and manufacturing and distribution companies deemed



essential as part of the Essential Infrastructure supply chain, provided that they carry out those services or that work. In providing these services, training for, or performing this work, individuals must comply with Social (Physical) Distancing requirements to the extent practicable.

18. For purposes of this Order, Essential Businesses are:

- a) Grocery stores, certified farmers' markets, farm and produce stands, supermarkets, food banks, convenience stores, warehouse stores, and other establishments engaged in the retail sale of canned food, dry goods, fresh fruit and vegetables, pet supply, water, fresh meats, fish, and poultry, and any other household consumer products (such as cleaning or personal care products). This includes stores that sell groceries and other non-grocery products, such as products necessary to maintaining the safety, sanitation, and essential operation of residences. This does not include businesses that sell only prepackaged non-potentially hazardous food which is incidental to the primary retail business;
- b) Food processors, confectioners, food packagers, food testing labs that are not open to the public, and food cultivation, including farming, livestock, and fishing;
- c) Organizations and businesses that provide food, shelter, social services, and other necessities of life for economically disadvantaged or otherwise needy individuals (including gang prevention and intervention, domestic violence, and homeless service agencies);
- d) Newspapers, television news, radio, magazine, podcast and journalism activities, including taped, digitally recorded or online-streamed content of any sort that is produced by one or more members of a single household, within the household's residence and without the physical presence of any non-member of the household. Entertainment industry studios and other related production establishments may resume upon authorization of the State Public Health Officer, and then, only in adherence to State and County issued protocols.
- e) Gas stations, auto-supply, mobile auto repair operations, auto repair shops (including, without limitation, auto repair shops adjacent to or otherwise in connection with a retail or used auto dealership), and bicycle repair shops and related facilities;
- f) Banks, credit unions, financial institutions and insurance companies;
- g) Hardware stores, nurseries; building supply stores;
- h) Plumbers, electricians, exterminators, custodial/janitorial workers, handyman services, funeral homes and morticians, moving services, HVAC installers, carpenters, vegetation services, tree maintenance, landscapers, gardeners, property managers, private security personnel and other service providers who provide services to maintain the safety, sanitation, and essential operation to properties and other Essential Businesses;
- i) Businesses providing mailing and shipping services, including post office boxes;



- j) Educational institutions (including public and private K-12 schools, colleges, and universities) for purposes of facilitating distance learning, providing meals for pick-up, or performing Minimum Basic Operations, provided that Social (Physical) Distancing is practiced;
- k) Laundromats, dry cleaners, and laundry service providers;
 - l) Restaurants and other food facilities that prepare and serve food. Restaurants and other food facilities that provide in-person dining must follow the Department of Public Health Restaurant Opening for On-Site Dining Protocols, attached to this Order as **Appendix I**. Cafeterias, commissaries, and restaurants located within hospitals, nursing homes, or other licensed health care facilities may provide dine-in service, as long as Social (Physical) Distancing is practiced;
- m) Businesses that supply office or computer products needed by people who work from home;
- n) Businesses that supply other Essential Businesses with the support or supplies necessary to operate;
- o) Non-manufacturing, transportation or distribution businesses that ship, truck, transport, or provide logistical support to deliver groceries, food, goods or services directly to residences, Essential Businesses, Healthcare Operations, and Essential Infrastructure. This exemption shall not be used as a basis for engaging in sales to the general public from retail storefronts;
- p) Airlines, taxis, ride sharing services and other private transportation providers providing transportation services necessary for activities of daily living and other purposes expressly authorized in this Order;
- q) Businesses that manufacture parts and provide necessary service for Essential Infrastructure;
- r) Home-based care for seniors, adults, disabled persons, or children;
- s) Residential facilities and shelters for homeless residents, disabled persons, seniors, adults, children and animals;
- t) Professional services, such as legal, payroll or accounting services, when necessary to assist in compliance with legally mandated activities, and the permitting, inspection, construction, transfer and recording of ownership of housing, including residential and commercial real estate and anything incidental thereto, provided that appointments and other residential viewings must only occur virtually or, if a virtual viewing is not feasible, by appointment with no more than two visitors at a time residing within the same household or living unit and one individual showing the unit (except that in-person visits are not allowed when the occupant is still residing in the residence);
- u) Childcare facilities. To the extent possible, childcare facilities must operate under the following conditions: (1) Childcare must be carried out in stable groups of 10 or fewer ("stable" means the same ten (10) or fewer children are in the same group each day); (2) Children shall not change from one group to another; (3) If more than one group of children is cared for at one facility, each group shall be in



- a separate room. Groups shall not mix with each other; (4) Childcare providers shall remain solely with one group of children;
- v) Hotels, motels, shared rental units and similar facilities;
- w) Construction, which includes the operation, inspection, and maintenance of construction sites and construction projects for construction of commercial, office and institutional buildings, residential and housing construction; and
- x) Manufacturers and retailers of fabric or cloth that is made into personal protective equipment, such as, face coverings.

19. For purposes of this Order, "Social (Physical) Distancing" means: (1) Maintaining at least six (6)-feet of physical distance from individuals who are not members of the same household; (2) Frequently washing hands with soap and water for at least 20 seconds, or using hand sanitizer that contains at least 60% alcohol; (3) Wearing a cloth face covering when in contact with others who do not live in the same household or living unit, which reduces the risk of transmission to others from people who do not have symptoms and do not know they are infected; and (4) Avoiding all physical interaction outside the household when sick with a fever or cough, except for necessary medical care.

20. For purposes of this Order, the "Social (Physical) Distancing Protocol" that must be implemented and posted must demonstrate how the following infection control measures are being implemented and achieved, as applicable:

- a) Limiting the number of people who may enter into the facility at any one time to ensure that people in the facility can easily maintain a minimum six (6) foot physical distance from others, at all times, except as required to complete a business activity or transaction. Members of a single household or living unit may stand or move together but must be separated from others by a physical distance of at least six (6) feet.
- b) Where lines may form at a facility, marking six (6) foot increments at a minimum, establishing where individuals should stand to maintain adequate Social (Physical) Distancing, whether inside or outside the facility.
- c) Providing hand sanitizer, soap and water, or effective disinfectant at or near the entrance of the facility and in other appropriate areas for use by the public and employees, and in locations where there is high-frequency employee interaction with members of the public (e.g., cashiers). Restrooms normally open to the public shall remain open to the public.
- d) Posting a sign in a conspicuous place at all public entries that instructs the public not to enter if they are experiencing symptoms of respiratory illness, including fever or cough, to wear face coverings, and to maintain Social (Physical) Distancing from one another.
- e) Providing for the regular disinfection of high-touch surfaces, and disinfection of all payment portals, pens, and styluses after each use. All businesses are encouraged to also offer touchless payment mechanisms, if feasible.



- f) Providing cloth-face coverings to employees and contracted workers whose duties require close contact with other employees and/or the public.
 - g) Requiring that members of the public who enter the facility wear a face-covering, which reduces the risk of "asymptomatic" or "pre-symptomatic" transmission to workers and others, during their time in the facility.
 - h) Adhering to communicable disease control protocols provided by the Los Angeles County Department of Public Health, including requirements for cleaning and disinfecting the site. See protocols posted at www.publichealth.lacounty.gov/media/Coronavirus/
21. Operators of businesses that are required to cease in-person operations may conduct Minimum Basic Operations, which means:
- a) The minimum necessary activities to maintain and protect the value of the business's inventory and facilities; ensure security, safety, and sanitation; and process payroll and employee benefits;
 - b) The minimum necessary activities to facilitate the business's owners, employees, and contractors being able to continue to work remotely from their residences, and to ensure that the business can deliver its services remotely.

ADDITIONAL TERMS

22. The County shall promptly provide copies of this Order by: (a) posting it on the Los Angeles Department of Public Health's website (www.publichealth.lacounty.gov), (b) posting it at the Kenneth Hahn Hall of Administration located at 500 West Temple Street, Los Angeles, CA 90012, (c) providing it to any member of the public requesting a copy, and (d) issuing a press release to publicize the Order throughout the County.
- a) The owner, manager, or operator of any facility that is likely to be impacted by this Order is strongly encouraged to post a copy of this Order onsite and to provide a copy to any member of the public requesting a copy.
 - b) Because guidance may change, the owner, manager, or operator of any facility that is subject to this Order is ordered to consult the Los Angeles County Department of Public Health's website (www.publichealth.lacounty.gov) daily to identify any modifications to the Order and is required to comply with any updates until the Order is terminated.
23. If any subsection, sentence, clause, phrase, or word of this Order or any application of it to any person, structure, gathering, or circumstance is held to be invalid or unconstitutional by a decision of a court of competent jurisdiction, then such decision will not affect the validity of the remaining portions or applications of this Order.
24. This Order incorporates by reference, the March 4, 2020 Proclamation of a State of Emergency issued by Governor Gavin Newsom and the March 4, 2020 declarations of a local and public health emergency issued by the Los Angeles County Board of Supervisors and Los Angeles County Health Officer, respectively, and as they may be supplemented.



25. This Order is issued to align the County with the phased reopening approach of the California's Pandemic Resilience Roadmap. This Order will be revised in the future as the State Public Health Officer progressively designates sectors, businesses, establishments, or activities that may reopen with certain modifications at a pace designed to protect health and safety.
26. This Order is consistent with the provisions in the Governor's Executive Order N-60-20 and the State Public Health Officer's May 7, 2020 Order, that local health jurisdictions may implement or continue more restrictive public health measures in the jurisdiction if the local health officer believes conditions in that jurisdiction warrant them. Where a conflict exists between this Order and any state public health order related to controlling the spread of COVID-19 during this pandemic, the most restrictive provision controls. Consistent with California Health and Safety Code section 131080, except where the State Health Officer may issue an order expressly directed at this Order or a provision of this Order and based upon a finding that a provision of this Order constitutes a menace to the public health, any more restrictive measures in this Order may continue to apply and control in the County of Los Angeles Public Health Jurisdiction.
27. Pursuant to Sections 26602 and 41601 of the California Government Code and Section 101029 of the California Health and Safety Code, the Health Officer requests that the Sheriff and all chiefs of police in all cities located in the Los Angeles County Public Health Jurisdiction ensure compliance with and enforcement of this Order. The violation of any provision of this Order constitutes an imminent threat and menace to public health, constitutes a public nuisance, and is punishable by fine, imprisonment or both.
28. This Order shall become effective immediately on May 29, 2020 and will continue to be until it is revised, rescinded, superseded, or amended in writing by the Health Officer.

IT IS SO ORDERED:

Muntu Davis, M.D., M.P.H.

Health Officer,
County of Los Angeles

MAY 29, 2020

Date

Protocols for Retail Establishments Opening for In-person Shopping: Appendix B

Recent updates

5/26/20: Updated to include protocols that allow for in-person shopping at all lower-risk retailers.

The County of Los Angeles Department of Public Health is adopting a staged approach, supported by science and public health expertise, to allow certain retail businesses to safely reopen. The requirements below are specific to retail establishments permitted to reopen for in-person shopping by the Order of the State Public Health Officer on May 26, 2020. In addition to the conditions imposed on these specific retail businesses by the Governor, these types of businesses must also be in compliance with the conditions laid out in this Checklist for Retail Establishments Opening for In-Person Shopping.

Please note: This document may be updated as additional information and resources become available so be sure to check the LA County website <http://www.ph.lacounty.gov/media/Coronavirus/> regularly for any updates to this document.

This checklist covers:

- (1) Workplace policies and practices to protect employee health
- (2) Measures to ensure physical distancing
- (3) Measures to ensure infection control
- (4) Communication with employees and the public
- (5) Measures to ensure equitable access to critical services.

These five key areas must be addressed as your facility develops any reopening protocols.

All businesses covered by this guidance must implement all applicable measures listed below and be prepared to explain why any measure that is not implemented is not applicable to the business.

Business name:

Facility Address:

Date Posted:



A. WORKPLACE POLICIES AND PRACTICES TO PROTECT EMPLOYEE HEALTH (CHECK ALL THAT APPLY TO THE FACILITY)

- Everyone who can carry out their work duties from home has been directed to do so.
- Vulnerable staff (those above age 65, those with chronic health conditions) are assigned work that can be done from home whenever possible.
- All employees have been told not to come to work if sick and to follow DPH guidance for self-isolation if applicable.
- Work processes are reconfigured to the extent possible to increase opportunities for employees to work from home.
- Upon being informed that one or more employees test positive for, or has symptoms consistent with COVID-19 (case), the employer has a plan or protocol in place to have the case(s) isolate themselves at home and require the immediate self-quarantine of all employees that had a workplace exposure to the case(s). The employer's plan should consider a protocol for all for all quarantined employees to have access to or be tested for COVID-19 in order to determine whether there have been additional workplace exposures, which may require additional COVID-19 control measures.
- Symptom checks are conducted before employees may enter the workspace. Checks must include a check-in concerning cough, shortness of breath or fever and any other symptoms the employee may be experiencing. These checks can be done remotely or in person upon the employees' arrival. A temperature check should also be done at the worksite if feasible.
- All employees who have contact with the public or other employees during their shift (s) are offered, at no cost, a cloth face covering. The covering is to be worn by the employee at all times during the workday when in contact or likely to come into contact with others. Employees need not wear a cloth face covering when the employee is alone in a private office or a walled cubicle.
- Employees are instructed to wash their face coverings daily.
- Employers should consider where disposable glove use may be helpful to supplement frequent handwashing or use of hand sanitizer; examples are for employees who are screening others for symptoms or handling commonly touched items.
- All workstations are separated by at least six feet.
- Distribution areas (for curbside pickup), break rooms, restrooms and other common areas are disinfected frequently, on the following schedule:
 - Distribution area _____
 - Break rooms _____
 - Restrooms _____
 - Other _____
- In compliance with wage and hour regulations, breaks are staggered to ensure that six (6) feet between employees can be maintained in break rooms at all times.
- Employees are prohibited from eating or drinking anywhere inside the workplace other than designated break rooms to assure that masks are worn consistently and correctly.
- Disinfectant and related supplies are available to employees at the following location(s):

- Hand sanitizer effective against COVID-19 is available to all employees at the following location(s):

- Employees are allowed frequent breaks to wash their hands.
- A copy of this protocol has been distributed to each employee.
- To the extent possible, each worker is assigned their own tools, equipment and defined workspace. Sharing held items is minimized or eliminated.
- Workers are provided time during their shifts to implement cleaning practices. Cleaning assignments should be assigned during working hours as part of the employee's job duties.
- All policies described in this checklist other than those related to terms of employment are applied to staff of delivery and any other companies who may be on the premises as third parties.
- Optional—Describe other measures:

B. MEASURES TO ENSURE PHYSICAL DISTANCING

- The number of customers in an indoor retail store is low enough to ensure physical distancing but in no case more than 50% of the maximum occupancy of the retail store capacity.
Maximum number of customers in the facility limited to: _____
- The retail store monitors all entrances in order to track occupancy. Where possible, provide a single, clearly designated entrance and separate exit to help maintain physical distancing.
- Be prepared to queue customers outside while still maintaining physical distance, including through the use of visual cues. If necessary, an employee (or employees if there is more than one entrance) wearing a cloth face covering may be posted near the door but at least 6 feet from the nearest customers to track occupancy and to direct customers to line up six feet apart outside the entrance if the establishment has reached its occupancy limit.
- Measures are implemented to ensure physical distancing of at least six feet between employees and customers. This can include use of physical partitions or visual cues (e.g., floor markings, colored tape, or signs to indicate where workers and/or employees should stand.)
- Provide a single, clearly designated entrance and separate exit to help maintain physical distancing where possible.
- Measures have been taken at check-out stations to minimize exposure between cashiers and customers, such as Plexiglas barriers. Signs are posted near entrances, check-out lanes and registers to remind customers of physical distancing.
- Tape or other markings identify both a starting place for customers entering the check-out line and 6 foot intervals for subsequent customers who are joining the line.
- Employees have been instructed to maintain at least a six (6) feet distance from customers and from each other in all areas of the store. Employees may momentarily come closer when necessary to accept payment, deliver goods or services, or as otherwise necessary.
- Employee restrooms are not available for customer use.
- Employee workstations are separated by at least 6 feet and common areas are configured to limit employee gatherings to ensure physical distancing of at least 6 feet.
- Break rooms and other common areas are configured to limit employee gatherings to ensure physical distancing of at least 6 feet. Where possible, outdoor break areas with shade covers and seating are created to help ensure physical distancing. In compliance with wage and hour

regulations, employee breaks are staggered to help maintain physical distancing protocols.

- Physical distancing requirements are implemented at loading bays and contactless signatures have been implemented for deliveries.
- Non-employee truck drivers, delivery agents, or vendors who are required to enter retail locations to wear cloth face coverings.

C. MEASURES FOR INFECTION CONTROL

- The HVAC system is in good, working order; to the maximum extent possible, ventilation has been increased. Consider installing portable high-efficiency air cleaners, upgrading the building's air filters to the highest efficiency possible and making other modifications to increase the quantity of outside air and ventilation in offices and other spaces.
 - Contactless payment systems are in place or, if not feasible, payment systems are sanitized regularly. Describe:

 - Common areas and frequently touched objects in the customer pickup and payment (e.g., tables, doorknobs or handles, credit card readers) are disinfected on an hourly basis during business hours using EPA approved disinfectants.
 - Workspaces and the entire facility are cleaned at least daily, with restrooms and frequently touched areas/objects cleaned more frequently.
 - Retail store hours have been adjusted to provide adequate time for regular deep cleaning and product stocking. Stagger stocking so that employees are in different aisles.
 - Where possible, encourage the use of debit or credit cards by customers, encourage customers to clean their reusable bags frequently, and require customers who bring reusable bags to bag their own purchases.
 - Customers are instructed that they must wear cloth face coverings to be served. This applies to all adults and to children over the age of 2. Only individuals with chronic respiratory conditions or other medical conditions that make use of a mask hazardous are exempted from this requirement.
 - Customers arriving at the site with children must ensure that their children stay next to a parent, avoid touching any other person or any item that does not belong to them, and are masked if age permits.
 - In-store bars, bulk-bin options and product sampling have been discontinued.
 - Purchases are given to customers in sealed packages or bags with receipt attached.
 - Where possible, hands-free devices, including motion sensor lights, contactless payment systems, automatic soap and paper towel dispensers and timecard systems have been installed.
 - Hand sanitizer, tissues and trash cans are available to the public at or near the entrance of the facility.
 - All payment portals, pens, and styluses are disinfected after each use by a different person.
 - Optional - Describe other measures (e.g. providing senior-only hours, incentivizing non-peak sales):
-

D. MEASURES THAT COMMUNICATE TO THE PUBLIC

- A copy of this protocol is posted at all public entrances to the facility.
- Signage at the entry and/or where customers line up notifies customers of options for and advantages preordering and prepayment.
- Online outlets of the establishment (website, social media, etc.) provide clear information about store hours, required use of face coverings, policies in regard to preordering, prepayment, pickup and/or delivery and other relevant issues.

E. MEASURES THAT ENSURE EQUITABLE ACCESS TO CRITICAL SERVICES

- Dedicated shopping hours for vulnerable populations, including seniors and those medically vulnerable have been instituted, if appropriate, preferably at a time following a complete cleaning.
 - Services that are critical to the customers/clients have been prioritized.
 - Transactions or services that can be offered remotely have been moved on-line.
 - Measures are instituted to assure access to goods and services for customers who have mobility limitations and/or are at high risk in public spaces.
-

Any additional measures not included above should be listed on separate pages, which the business should attach to this document.

You may contact the following person with any questions or comments about this protocol:

Business Contact Name: _____

Phone number: _____

Date Last Revised: _____

**CITY OF SOUTH GATE
NON-PROFIT FIREWORKS STANDS
2019 FINANCIAL RESULTS/2020 LOCATIONS**

CT	GROUP NAME	2019 FINANCIAL RESULTS			2020 LOCATIONS
		REVENUES	EXPENSES	NET PROCEEDS	
1	SOUTH GATE AQUATICS	\$ 12,964.00	\$ 4,044.91	\$ 8,919.09	8116 CALIFORNIA AVE
2	PARENTS OF SOUTH GATE YOUTH	\$ 10,102.29	\$ 5,009.18	\$ 5,093.11	2600 FIRESTONE BLVD
3	REDEMER LUTHERAN CHURCH	\$ 6,288.81	\$ 1,081.30	\$ 5,207.51	2626 LIBERTY BLVD
4	SOUTH GATE YOUTH FOOTBALL	\$ 9,133.83	\$ 3,635.30	\$ 5,498.53	4651 FIRESTONE BLVD
5	LA SENDA ANTIGUA	\$ 4,822.23	\$ 2,530.58	\$ 2,291.65	8100 LONG BEACH BLVD
6	SOUTH GATE AZTECS CHEER	\$ 8,772.07	\$ 2,976.52	\$ 5,795.55	2310 FIRESTONE BLVD
7	APOSTOLIC ASSEMBLY/CENT CRISTIANO	\$ 6,936.29	\$ 3,565.98	\$ 3,370.31	4383 TWEEDY BLVD
8	MOOSE LODGE	\$ 4,040.00	\$ 2,756.00	\$ 1,284.00	3848 TWEEDY BLVD
9	SOUTH GATE FOURSQUARE CHURCH	\$ 2,963.00	\$ 239.00	\$ 2,724.00	9512 PINEHURST AVE
10	ST MARGARET'S EPISCOPAL	\$ -	\$ -	\$ -	NO STAND
11	VFW POST 1732	\$ 4,800.00	\$ 3,449.00	\$ 1,351.00	9231 LONG BEACH BLVD
	TOTALS	\$ 70,822.52	\$ 29,287.77	\$ 41,534.75	

2019 FINANCIAL STATEMENT NOT TURNED IN

RECEIVED

City of South Gate

Item No. 10

JUN 3 2020

CITY COUNCIL

CITY OF SOUTH GATE
OFFICE OF THE CITY MANAGER

AGENDA BILL

6:15 pm

For the Regular Meeting of: June 9, 2020

Originating Department: Public Works

Department Director:

Arturo Cervantes

City Manager:

Michael Flad

SUBJECT: CITYWIDE PARKING STUDY, CITY PROJECT NO. 590-RPT

PURPOSE: The City Council commissioned the Citywide Parking Study in order to develop strategies to enhance on-street parking citywide. The study is complete and ready for approval.

RECOMMENDED ACTION: Approve the Citywide On-Street Parking Management Plan and the Priority Tool Kit.

FISCAL IMPACT: There is no impact to the General Fund. Implementation of the Citywide On-Street Parking Management Plan's recommendation will require staffing and funding resources. At a future time, the City Council will be requested to program funds to implement recommended parking solutions.

ALIGNMENT WITH COUNCIL GOALS: The Citywide Parking Study is in the City Council's Fiscal Year 2019/20 Work Program to "Continue Creating and Protecting Strong and Sustainable Neighborhoods."

ANALYSIS: On-street parking issues on residential streets have been prevalent citywide for many years. The common issue is that it is difficult to find parking on residential streets, particularly in the evening hours and on weekends. Demand for parking exceeds parking availability in many of the City's residential neighborhoods. According to input received from residents through surveys conducted, the range of issues that contribute to the parking problems are wide-ranging.

Over the years, the City has implemented solutions to address parking issues as opportunities have risen. The solutions implemented thus far include, but are not limited to the following two examples. The City Council reduced street sweeping parking restrictions from eight hours to four hours in residential streets citywide. The City Council also acquired parking lots throughout the City in order to provide more public parking.

The Citywide On-Street Parking Management Plan changes the approach to implementing solutions. Rather than address issues as they arise, the study proposes a planned set of multi-faceted strategies that can be implemented in the short-, mid- and long-term. Eight guiding principles and 181 parking solutions were developed.

In light of the many issues and solutions, a Priority Tool Kit was developed. It prioritizes parking solutions across the eight guiding principles that can impact a wide range of issues in the community. The goal was to be efficient yet effective. For example, a permit district is proposed as an area-wide solution that could address a wide variety of issues such as parking impacts from businesses, schools and residents owning several cars. The guiding principles are listed on the following page.

1. Organize an internal Parking Task Force.
2. Direct the Public Works Department to implement as-needed parking strategies on public streets.
3. Direct the Police Department to address operational issues related to on-street parking with more parking enforcement.
4. Direct Code Enforcement Officers to focus on addressing private property issues impacting on-street parking.
5. Provide private property owners with opportunity and strategies to better utilize off-street parking space.
6. Implement public parking strategies.
7. Implement a community educational campaign.
8. Direct Community Development Department staff to create planning initiatives to enhance on-street parking conditions.

BACKGROUND: The City has been experiencing on-street parking issues that are wide-ranging and of concern to the community. According to the Citywide On-Street Parking Management Plan, the root cause of the parking issues is complex and also wide-ranging. From a broad perspective, the following are some examples of root causes impacting on-street parking: population density, cost of living, high vehicle ownership rates, household and vehicle density, property density, lack of expansive Alternative Modes of Transportation, residents not using their own driveways, lack of available off-street parking for apartment tenants, vehicles stored on street for sale or service, and lack of usage of public parking lots.

The following summarizes some of the findings of the study:

- **Vehicle Ownership:** It is estimated that residents own over 50,000 vehicles yet there is only 31,307 parking spaces on the street.
- **Demand for On-street Parking:** Demand for on-street parking is high citywide. Some neighborhoods experience a parking demand of 92 percent of the parking capacity, on evenings and on weekends.
- **Street Sweeping Parking Restrictions:** On street sweeping day, the impact on parking is approximately twofold as residents can only park on one side of the street.
- **Operational Issues:** There are visible parking issues citywide such as double parking, parking adjacent to red curb, parked cars that partially block driveways, parking in front of fire hydrants, and parking near intersections. Residents would like to see a higher level of parking enforcement.
- **Lack of or Underutilized Alternative Modes of Transportation:** There are existing few viable alternative modes of transportation Citywide. For example, bike facilities are not robust, and the City is not currently served by light rail.
- **Inefficient Use of Available Parking:** Driveways are used inefficiently, as is parking on residential streets. For example, residents park one car across two parking spaces. A large number of residents were observed to be occupying curbside parking space when there was sufficient storage available in residents' own driveways.
- **Land use Issues:** There are issues that impact parking during "surge" times of the day. For example, parents of student's temporarily park or double-park on streets during school pick-up and drop-off hours. Automotive sales/repairs shops store vehicles on the street rather than on their property, during normal business hours.

- **Converted Garages:** When a garage is converted, demand for on-street parking typically increases, particularly when a second household moves in. The average household in South Gate own 2.3 vehicles.
- **Roadway Design Constraints:** There are opportunities to increase parking capacity on some City streets. For example, it is currently prohibited to park within 15 feet of a fire hydrant. That distance can be reduced by ordinance or resolution according to the vehicle code.
- **Narrow Driveways:** Residential lots are not large, and that leads to narrow driveways. Narrow driveways are known for discouraging parking on the driveway. Some residents have widened their driveways into the landscape setbacks.

The Citywide On-Street Parking Management Plan proposes a suite of planned solutions. The primary task is the creation of a Parking Task Force composed of an advisory group from representatives from various City Departments. This task force will serve to inform the City Council and offer recommendations to identify and address short-term parking solutions that can be implemented annually.

Civic engagement was a high priority. Staff held five community meetings, a business and school outreach meeting, an on-line survey, and two pop-up city events. Over 400 residents participated in the meetings. Over 760 residents participated on the on-line survey. Residents were given an opportunity to share their issues, as well as what they believe are the solutions. The City received over 1,200 comments. After reviewing all comments from the community, it is evident that there is no consensus on what the issue is or what the solution should be regarding the lack of parking within the City. Therefore, the solution for the problem is not the same for each resident. For example, some residents state that there is not enough parking on a street (issue) and that the City should add more spaces (solution). A resident with an opposing view would argue the solution would exacerbate the problem, because it would allow for more vehicles to park on the street. Another example, a resident indicated that neighbors have too many cars and that permits should be issued to limit how many can park on the street. A resident with an opposing view would argue that parking should be available to all the residents in their home of driving age, as they provide financial support needed to sustain the household.

The study used the latest in technology to inventory parking conditions. The City now has all parking controls citywide, documented on a GIS system. This puts the City one step closer to being in a "shovel-ready state" to implement projects.

Attachment "A" includes a Priority Tool Kit with eight guiding principles and 32 recommended strategies.

Attachment "B" includes the Executive Summary of the Citywide On-Street Parking Management Plan. The Citywide On-Street Parking Management Plan is available at the City Clerk's office for review.

ATTACHMENTS:

- A. Priority Tool Kit
- B. Citywide On-Street Parking Management Plan: Executive Summary and Citywide Parking Study

PRIORITY TOOL KIT | Top Short-, Mid- and Long-term Strategies per Guiding Principles

RS - Recommended Strategy (only High Priority strategies shown)		Citywide On-Street Parking Action Plan - South Gate, CA			
RS#	Timeframe	Description	PW	PD	CD
Guiding Principle Area #1: Organize an Internal Parking Task Force					
1.01	ST	Create a Parking Task Force to guide City Departments in the implementation of the Citywide On-Street Parking Management Study, with a focus on the Priority Tool kit.	PW	PD	CD
1.02	ST	Pursue City Council approval to modify programs, policies, and ordinances that impact on-street parking conditions, such as: Preferential Parking Districts (PPD), parking restrictions, development policies, private property improvements, etc.	PW	PD	CD
1.03	ST	Provide an annual report to the City Council on the accomplishment of the Parking Task Force in implementing the Citywide On-Street Parking Management Study and Priority Tool kit.	PW	PD	CD
1.04	MT	Develop a strategy to proactively, cost-effectively and efficiently implement short-term, mid-term and long-term strategies outlined in the Citywide On-Street Parking Study.	PW	PD	CD
Guiding Principle Area #2: Authorize Public Works to Implement As-Needed Parking Strategies on Public Streets					
2.01	ST	Collaborate with external agencies in the development of passenger light rail to promote alternative modes of transportation.	PW	PD	CD
2.02	ST	To enhance parking, assess parking restrictions, such as at intersections and adjacent to fire hydrants, and make recommendations that could lead to increasing on-street parking capacity however in a manner that meets safety standards.	PW	PD	CD
2.03	ST	Assess traffic signage prohibiting the parking of commercial and oversized vehicles on residential streets, for adequacy in resolving parking issues.	PW	PD	CD
2.04	ST	Implement pilot programs in advance of implementing parking solutions that could be impactful to the community, such as area wide Preferential Parking Districts and marking of on-street parking stalls.	PW	PD	CD
2.05	MT	Prioritize the assessment of the City's Preferential Parking District and recommend improvements to optimize its effectiveness.	PW	PD	CD
2.06	LT	Pursue grant opportunities to implement capital projects for alternative modes of transportation such as bike facilities, as means to encourage non-motorized modes of travel.	PW	PD	CD
Guiding Principle Area #3: Direct Police Department to Address Operational Issues Related to On-Street Parking with More Parking Enforcement					
3.01	ST	Assess parking enforcement activities in areas with the highest on-street parking demands, for sufficiency in addressing parking issues.	PW	PD	CD
3.02	ST	Publishize new parking restrictions and provide a 30-day grace period for enforcement.	PW	PD	CD
3.03	MT	Assess staffing capacity of the parking enforcement program to determine if additional parking enforcement officers could improve on-street parking conditions.	PW	PD	CD
3.04	MT	Work with East Los Angeles College Expansion Project representatives to develop programs that prohibit students from parking on residential streets.	PW	PD	CD
3.05	LT	Consider License Plate Recognition (LPR) technology to digitally "chase" vehicles parked longer than 72 hours, or otherwise identify and log improperly parked vehicles in designated "No Parking" locations such as in PPDs.	PW	PD	CD
Guiding Principle Area #4: Direct Code Enforcement to Focus on Addressing Private Property Issues Impacting On-Street Parking					
4.01	ST	Identify and assess enforcement of City Ordinances that regulate issues that negatively impact parking and traffic flows (e.g. converted garages, illegal businesses in residential neighborhoods, etc.), for sufficiency in resolving parking issues.	PW	PD	CD
4.02	MT	Enforce existing ordinances and design requirements to mitigate issues discouraging usage of private driveways (e.g. sight distance, vegetation, block walls, etc.).	PW	PD	CD
4.03	MT	Where possible, require project sponsors seeking to convert garages to residential dwellings to provide adequate parking on private property, in a manner that complies with State law.	PW	PD	CD
4.04	MT	Assess the impact of adding Code Enforcement personnel to enforce city ordinances that lead to enhancing parking conditions.	PW	PD	CD
Guiding Principle Area #5: Provide Private Property Owners with Opportunities and Strategies to Better Utilize Their Off-Street Parking Space					
5.01	ST	Consider implementing pilot programs to allow improvements on residential properties that could lead to increasing parking capacity within the property, such as, allowing the widening of existing driveways to provide parking for an additional vehicle.	PW	PD	CD
5.02	MT	Develop programs that encourage and/or enable residents to utilize their garages for vehicle parking.	PW	PD	CD
Guiding Principle Area #6: Implement Public Parking Strategies					
6.01	ST	Develop strategies to enable residents to locate and park on public parking lots and municipal parks facilities, inclusive of allowing overnight parking (i.e. modifying ordinance to allow overnight parking, way finding signage, etc.).	PW	PD	CD
6.02	MT	Evaluate an Advanced Parking System (APS) to facilitate ways to find parking availability at City-owned parking lots.	PW	PD	CD
6.03	MT	Develop strategies for shared parking agreements amongst private property owners that would also consider allowing overnight parking.	PW	PD	CD
6.04	LT	Coordinate with UPRR to provide public parking within their right-of-way, along Ardmore Avenue and Independence Avenue.	PW	PD	CD
Guiding Principle Area #7: Implement a Community Educational Campaign					
7.01	ST	Provide educational information to residents on what they can do to enhance parking conditions on residential streets.	PW	PD	CD
7.02	ST	Develop online residential parking resources and information fact sheets.	PW	PD	CD
Guiding Principle Area #8: Direct Community Development Department to Create Planning Initiatives to Enhance On-Street Parking Conditions					
8.01	ST	Encourage apartment owners and multi-family building managers to provide tenants with secure bike facilities.	PW	PD	CD
8.02	LT	Support Light Rail (eco-Rapid Transit) projects and enhanced access to light rail stations.	PW	PD	CD
8.03	LT	Encourage businesses to explore feasibility of ride-sharing programs or parking incentive programs, such as California's Parking "Cash-Out" Law (AB 219) for employers who currently provide free parking.	PW	PD	CD
8.04	MT	Work with local schools to develop neighborhood traffic management plans (TMP) which incorporate parking mitigation strategies for faculty, staff and students who currently park on adjacent residential streets.	PW	PD	CD
8.05	MT	Investigate the potential need, viability, and benefits of "out-though" pedestrian-park-bike-between-neighboring-and-commercial-or-school-streets-to-encourage-walking-or-a-usable-mode-of-transportation.	PW	PD	CD
8.06	MT	Require development projects to implement and/or contribute toward Transportation Demand Management (TDM) improvements.	PW	PD	CD
8.07	MT	Require new development to create safe pedestrian and bicycle paths towards schools, shopping centers and other destinations to encourage walkability.	PW	PD	CD

PRIORITY TOOL KIT | Top Short-, Mid- and Long-term Strategies per Guiding Principles

Citywide On-Street Parking Action Plan - South Gate, CA

RS = Recommended Strategy (only High Priority strategies shown)		Responsible Department(s)			
RS#	Timeframe	Description	PW	PD	CD

Notes:

- ST Short-term priority/implementation (Within 1 Year)
- MT Mid-term priority/implementation (Within 1 to 5 years)
- LT Long term priority/implementation (Within 5 to 10 years)

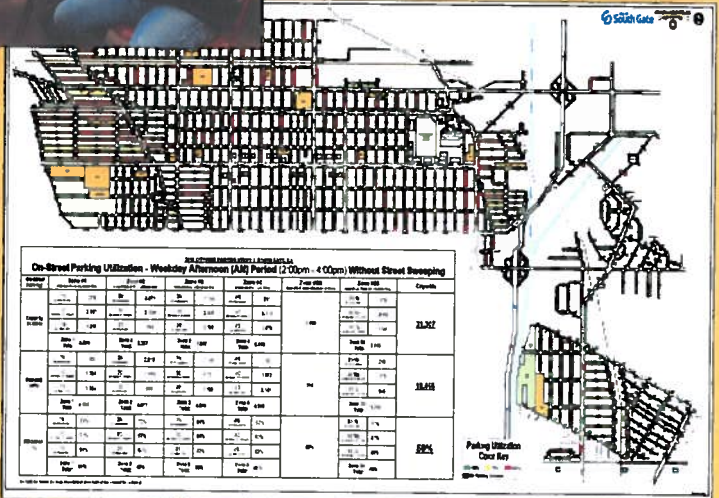
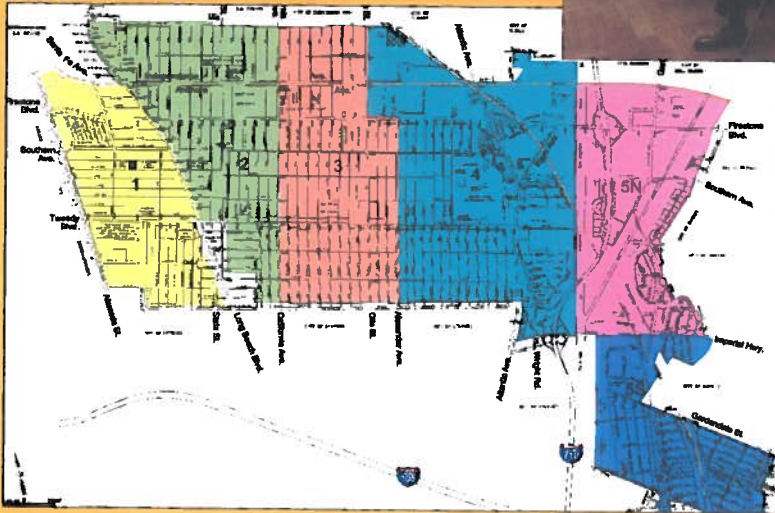
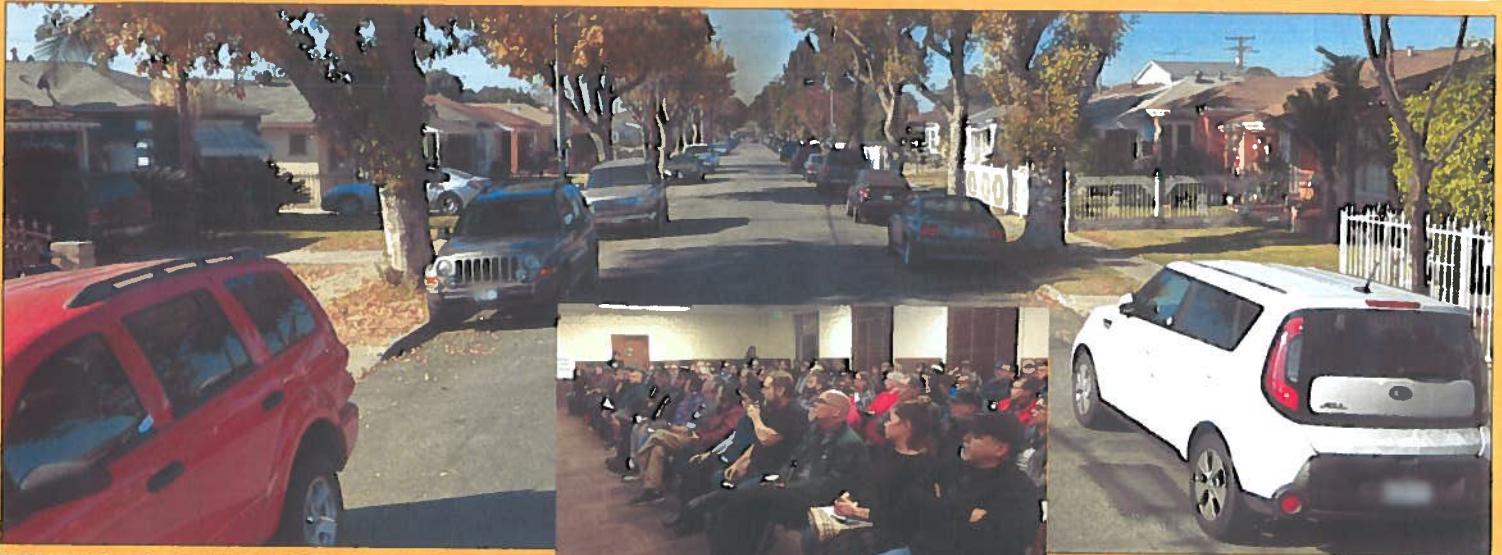
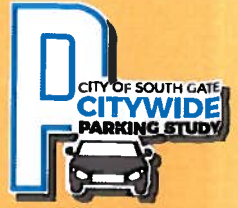
Responsible Department(s)
 PW: Public Works PD: Police
 CD: Community Development

FINAL REPORT

Citywide On-Street Parking Management Plan

(City Project No. 590-RPT)

City of South Gate Public Works Department – Engineering Division



PREPARED FOR:



City of South Gate
PUBLIC WORKS DEPARTMENT
ENGINEERING DIVISION
 8650 California Avenue
 South Gate, CA 90280



PREPARED BY:



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Executive Summary

1.1 - Overview of the Parking Management Plan

The City of South Gate engaged Minagar & Associates, Inc. (Minagar) to complete a Citywide Parking Study. The goals of this study were to evaluate current supply and demand conditions on every public street and block within the City of South Gate, and to obtain public feedback and input on parking issues. Further, Minagar was tasked with developing recommendations and a comprehensive plan based on the results of the study and discussions with city staff, to guide the city management in implementing future strategies and carrying out effective parking policy.

The team’s findings and recommendations in this Plan provide the City of South Gate a valuable toolkit of strategies to address its ongoing parking issues, and an opportunity to make important, impactful changes for its citizens that will help to ensure that the on-street parking supply will continue to serve its residents and businesses well; that existing and future regulations are effectively and equitably enforced; that any changes to the City’s parking regulations or enforcement of such regulations are strategically defined and well-communicated to the public; and that parking will not continue to be a deterrent to the quality of life for those who live and work in South Gate.

In cooperation with Katherine Padilla Associates (KPA), Minagar & Associates, Inc. and City of South Gate Public Works staff focused on identifying existing on-street parking deficiencies, particularly in residential neighborhoods, encountered throughout the City on a day-to-day basis. The parking study was founded on understanding the root causes of the parking issues, based on the collected parking data and community feedback. This knowledge was then used to develop a set of short-term, mid-range and long-term recommendations and policies to support the City in addressing these issues. Combined, the parking survey data, public outreach efforts, incorporation of community-wide input, and cooperation with City staff and management to develop parking strategies and policy recommendations form this “Parking Management Plan” to guide the City of South Gate in a clear direction to address on-street parking issues over the next 10 years.

1.2 - Citywide On-Street Parking Study and Community Outreach

A series of on-street parking utilization surveys were first conducted across the City of South Gate, over the span of several weeks, and covering every public street in the City. The surveys began with Minagar staff conducting walking audits along every city block to



estimate the amount of on-street parking space available at the curb based on frontage length between driveways, absent parking obstructions and prohibitions such as fire hydrants, driveways, No Parking signage and painted curb zones. Each street was then driven multiple times each day to observe the number of cars occupying these spaces in order to understand how the existing on-street parking supply was being utilized on a typical day. Field staff also reviewed the video footage to identify potential causes of the parking deficiencies observed during the surveys. The collected data was then aggregated and analyzed to identify parking utilization rates across each community zone within the City, and the locations and times during which on-street parking utilization exceeded acceptable levels.

Following the field data collection parking surveys, Minagar and its public outreach consultant, KPA, worked with city staff to coordinate several community outreach meetings to obtain useful and measurable public input. The community’s feedback was reviewed and incorporated into the Study as a tool to further inform Minagar’s recommendations, and its understanding of localized parking issues within the city. The Project Team also administered an online survey for South Gate residents to take and provide feedback on the various parking issues and potential solutions. A combination of multiple choice responses and custom comments from individuals was returned over a one-month period, with a total of 762 residents who participated in the online survey.

The most notable findings of the online survey revealed that while the majority of respondents agreed on the key causes of parking issues (*Too many cars/drivers per household – 77%, Residents not using their own driveways or garages to park their cars – 62%, Multiple cars are parked on the street, stored or seldom used – 55%*); with the exception of providing preferential parking permits to residents (60% agreed this was a viable solution) the recommended strategies which might help to rectify these issues did not garner strong consensus across the board (*Install marked on-street parking stalls – 39%, Encourage residents to use their driveways/garages – 36%, Increase parking/police enforcement – 29%*; and so on). This indicated to the Project Team that residents do experience common sets of parking problems—high demands, constrained supply, and poor parking behaviors by others—and yet, there appears to be no “one size fits all” solution. Rather, a multi-faceted strategy which takes into account local neighborhood issues and characteristics, and combines the efforts of both the residents and the City would be the best approach in any given situation to resolve the ongoing parking problems in the City.



1.3 - Key Findings of the Study

Following are key findings from this study:

- On-street parking on residential streets is the biggest issue. The core issue is the widespread lack of available on-street parking on *residential streets*, i.e., the curbside space within the public right-of-way typically open for residents to park their cars in front of (or at least near) their home. Approximately two-thirds of all publicly-maintained roadways in City of South Gate is comprised of local streets¹; that is, roadways with direct vehicular access from the public right-of-way to residents' properties. Therefore, while curbside parking does accumulate on major collector streets and arterial highways throughout the City, the data reveals that the principal volume of on-street parking accumulation (and thus the focus of most of the City's parking issues) occurs within local neighborhoods on residential roadways, where cars are commonly found lining both sides of virtually every street, each day all throughout the week.

One of the most noticeable issues when driving through residential streets in the City of South Gate is that virtually every local street is significantly narrow, to the point where the presence of on-street parking on both sides of the street significantly constrains the passage of two-way traffic. This is especially the case for larger vehicles such as utility services, vans and pickup trucks. Based on the City of South Gate's Municipal Code and Zoning Ordinance², a "narrow street" is defined as a roadway which is thirty feet or less in width. On such streets, the Director of Public Works may authorize the prohibition of parking on one side in order to enhance public safety and improve traffic mobility, since the presence of curbside parked cars (approximately 7 to 8 feet in width from the curb face, with side-view mirrors included) on both sides of the street leaves very little room for concurrent opposing traffic (30' wide street – (2 x 7' parking lanes) = 16 feet / 2 travel lanes → 8-foot travel lane per direction). Unfortunately, since the vast majority of the City's residential roadways are 30 feet wide, and thus currently built to a "narrow street" standard, restricting parking on one side of every street for safety and mobility reasons may inadvertently cause a disproportionate number of residents who currently park on these streets—whether out of necessity or by choice—to be in direct violation of the City's parking code.

¹ Management Partners. (2018, April 3). *Street Sweeping Evaluation Project Report*. Retrieved from City of South Gate City Council Agenda, May 8, 2018 Item No. 17.

² City of South Gate Municipal Code, Chapter 8.12, Section 040(J) pursuant to Ord. 1982 § 2, 4-11-95.



Therefore, in light of various pre-existing socioeconomic and operational factors discussed in further detail in this study which affect parking demand (e.g., population density, housing density, automobile ownership, frontage width, existing driveway dimensions, fixed street widths) two-sided on-street parking on narrow residential streets has not been prohibited by the City except on uniquely narrow streets such as Duane Way, Missouri Avenue, Deeble Street or Mariposa Lane where permitting it would render two-way traffic between parked cars impossible.

- Based on the field data collection, the highest on-street parking demands in the City exist in the neighborhoods west of Alexander Avenue (Zones 1 through 3), particularly during the weekday overnight hours and mid-day Saturday periods when most residents are home and the need for on-street parking reaches its peak. Neighborhood areas east of Alexander Avenue (Zones 4 and 5) also showed unsuitably high on-street parking conditions, only to a slightly lesser degree than the west side of the City. The highest concentration of frequently over-parked streets was found to be in the residential neighborhoods within a half-mile distance to the west and east of Long Beach Boulevard. The following is a summary of the peak parking utilization periods in each of the surveyed community zones in the City:
 - Zone #1 – Alameda to Long Beach: 92%
 - Zone #2 – Long Beach to California: 93%
 - Zone #3 – California to Alexander: 77%
 - Zone #4 – Alexander to I-710 Freeway: 68%
 - Zone #5N – I-710 to east city limits, north of Imperial: 46%
 - Zone #5S – I-710 to east city limits, north of Imperial: 58%

Based on industry practice, a maximally acceptable utilization rate for on-street parking is generally 85 percent. At this point, a driver can expect to find 1 free space for every 7 occupied. Above 85%, the parking accumulation has exceeded the functional capacity of the curb lane for convenient use, causing drivers (e.g., residents, guests) to park much further away from the intended destination/residence.

- **Supply Sufficiency:** Based on the above-described citywide parking utilization surveys it was concluded that South Gate’s existing on-street parking supply, particularly within residential areas and during critical times of the day, is generally insufficient to meet localized demands. While most properties in South Gate do contain sufficient storage space in existing on-garages and driveways for multiple cars to be parked off of the street, on-street parking is much more convenient for many users and seemingly in higher demand in comparison to driveway/garage



parking. Factoring in the various constraints imposed by socioeconomic conditions and the limitations of the pre-existing built environment for residential neighborhood parking, it is seen that curbside parking is not immediately available to all residents, and that as a result many drivers wind up engaging in inconvenient or disruptive parking practices, such as rotating parked vehicles in driveways, pre-meditative double parking and “space saving”, parking over sidewalks or front lawns, or finding an open curbside space much further away from their residence. Fortunately, there are a number of factors actively contributing to these localized shortages which can be alleviated now; for example, improving the use of parking spaces available on private property, adding more parking spaces on the street, or reducing the need for automobile ownership and parking demands. The efficiency of the current supply could be further improved by upping enforcement of existing parking and code regulations to make the existing curbside parking supply more readily available for regular users.

- **Public Perception of the Issues, and Community-Supported Strategies:** The community mostly believes that the existing on-street parking deficiency is a matter of there being too many people per residence, owning too many cars, and an excessive number of cars on the street that should instead be parked in driveways and garages (or should not be there to begin with, as is the case of vehicles parked from nearby businesses, customer/employee vehicles of unpermitted home businesses, parked cars from residents of other streets, apartment tenants parked in front of single-family properties, or car sales/repairs on the street). In addition to the perception that neighbors prioritize the on-street parking lane over their own private driveways and garages, community members widely believe that simply the sheer number of resident car owners and automobiles per household is a root cause of the problem which causes the demand for on-street parking to extend beyond the limits of each individual property. Residents have also voiced a common concern over the intrusion of on-street parking by nearby businesses and schools, and the prevalence of unused cars left abandoned on the street which also contributes to the lack of available parking space. In terms of resolving the existing on-street parking problems, there is shared belief among the community that the best solution will involve a combination of the City implementing policies to affect parking availability, coupled with residents adopting new behaviors. Strategies that garnered the most public support included areas involving: preferential parking districts (residential on-street parking permits); better management and regulation of the existing on-street parking system (e.g., marked on-street stalls, increased parking enforcement); and ways to encourage or compel residents to prioritize the use of their driveways



and garages for car parking (e.g., widening driveways, using garages for parking rather than dwelling space or storage).

- **Community Education:** Many community members are unaware of the countless causes behind the parking issues experienced in their own community, some of which they themselves may be contributing towards and can help alleviate. Existing parking regulations are one such aspect of the needed community education which is essential to the integrity of South Gate’s public rights-of-way and on-street parking use. For instance, prohibitions related to parking large vehicles (i.e., greater than 7.5 feet wide) on residential streets; parking vehicles on the street for more than 72 hours in the same place; storing a non-operational vehicle on a public roadway for any longer than 12 hours; parking on a front lawn; and parking in a manner which blocks one’s own driveway. Targeted outreach and education on “good neighbor” parking behaviors and City regulations and the benefits they offer to the community is essential.

1.4 - Recommended Parking Strategies and Policies

Following are key action items recommended by this study:

- 1.) *Present the recommended parking policies, or “Guiding Principles”, described below and contained in this Citywide On-Street Parking Management Plan to City Council for adoption.*
- 2.) *Circulate this Plan to relevant city departments for future reference in leveraging the various “parking toolbox” strategies contained herein to mitigate on-street parking conditions in the short, medium and long term.*

Summary of Recommended Parking Policies

- **Guiding Principle #1:**
 - ***Organize an internal Parking Task Force***
- **Guiding Principle #2:**
 - ***Authorize Public Works to Implement As-Needed Parking Strategies on Public Streets***
- **Guiding Principle #3:**
 - ***Direct Police Department to Address Operational Issues Related to On-Street Parking with More Parking Enforcement***



- Guiding Principle #4:
 - *Direct Code Enforcement to Focus on Addressing Private Property Issues Impacting On-Street Parking*
- Guiding Principle #5:
 - *Provide Private Property Owners with Opportunities and Strategies to Better Utilize Their Off-Street Parking Space*
- Guiding Principle #6:
 - *Implement Public Parking Strategies*
- Guiding Principle #7:
 - *Implement a Community Educational Campaign*
- Guiding Principle #8:
 - *Direct Community Development Department to Create Planning Initiatives to Enhance On-Street Parking Conditions*

Summary of Parking Toolbox Strategies

The Team's combined efforts of field parking utilization surveys and public outreach resulted in the development of various parking toolbox strategies which could be applied to address specific parking issues encountered throughout the City. Through a series of screening steps, the following measures have been recommended for the City to implement as part of a short-term (within 1 year), mid-range (5-year) and long-term (10-year) plan:

Short-Term Parking Strategies (within 1 year):

- Create a Parking Task Force to examine and address concerns raised in the Citywide On-Street Parking Management Study, and to guide the City's departments to implement the "Guiding Principles" and priority-list strategies developed in the citywide on-street parking action plan
- Remove/Reduce Red Curb Zones to Add Parking Space
- Stripe On-Street Stalls (Parallel)
- Increase Existing Code Enforcement
- Increase Parking Enforcement
- Allow Driveway Widening
- Develop an education campaigning program
- Involve Residents to Help Monitor/Enforce Parking Regulations
- Reach out to apartment owners to provide tenants with secure bicycle facilities to encourage more bike use and reduce auto ownership
- Improve public awareness of City-owned parking lots by installing wayfinding guide signage; publishing locations maps in visible places of public gathering or



on the City’s website; and/or notifying the public of available parking lots through local newsletters or social media outlets.

- Work with local schools to develop neighborhood traffic management plans (NTMP) which incorporate parking mitigation strategies for faculty, staff and students who currently park on adjacent residential streets

Mid-Range Parking Strategies (1-5 years):

- Expand Preferential Parking District (PPD) Program Citywide; Add New Streets
- Enter into an Agreement to Work with Union Pacific Railroad (UPRR) to convert UPRR property to parking
- Improve availability and awareness of public transportation services including bus stops and discounted bus fares in order to help reduce auto ownership
- Establish Shared Agreements for Overnight Use of City/School/Private Lots
- Develop Incentive Programs to Get Residents to Use Their Driveways/Garages, or Encourage Residents to Discard Their Old or Unused Vehicles
- Add, Purchase or Construct Parking Lots for Public Use
- Explore Potential Web-Based Parking Finder Applications

Long-Term Parking Strategies (5-10 years):

- Introduce Light-Rail (Eco-Rapid Transit) and Improve Connections to Destinations (First Mile / Last Mile)
- Reach out to businesses and explore feasibility of ride-sharing programs or parking incentive programs such as California’s Parking “Cash-Out” Law (AB 2019) for employers who currently provide free parking
- Add More Citywide Bike Facilities and Active Transportation Program (ATP) infrastructure to Encourage Non-Motorized Modes of Travel
- Devise phased implementation plans to implement each of the short-term, mid-term and long-term strategies outlined in the Citywide On-Street Parking Study, based On prioritized factors such as City resources, funding, and the changing organization of local Community needs and demands.
- Oversee City staff implementation of parking programs
- Continually seek ways to improve city staff’s coordination of parking-related planning and engineering activities with the reporting, monitoring and tracking of parking issues carried out by the City’s Police Department/Parking Enforcement, and Zoning Code Enforcement personnel.
- Provide an Annual progress report to the City Council for review

Detailed information on the above measures are provided in the final section of this report.



Introduction

2.1 - Background / Study Need and Purpose

This report documents findings from a study that was commissioned by the Public Works Department of the City of South Gate, California. The study was conducted to inventory and analyze local on-street parking conditions and constraints throughout the City during various time periods of the week and Saturday, and to prepare recommendations that will provide the City with a tool box for practical strategies to address the different parking issues, including:

- Identifying existing observed parking deficiencies, particularly in residential neighborhoods, including their location and potential causes.
- Addressing immediate parking issues (i.e., quick fixes or “short-term” strategies).
- Addressing larger parking issues as part of an overall “toolbox” strategy to allow the City address its parking problems over longer, more gradually planned time frames.
- Positioning the City to better accommodate all ranges of future parking demands and shortages through planning strategies which reduce auto dependency and demand, and improve parking capacities and the utilization of existing storage, such as multi-modal/non-motorized projects, improved redevelopment policies

Recently, the City of South Gate has dedicated a significant effort to reanalyze its long-standing issues with curbside parking shortages on city streets, particularly through residential areas around the City. A variety of factors contribute to the noticeable on-street parking shortages encountered when driving through residential neighborhoods. The City of South Gate is ranked the 53rd most densely-populated city in the nation, behind nearby Cities of Hawthorne (#47), Lynwood (#42), Bell (#40), Lawndale (#30), Bell Gardens (#23), Huntington Park (#15), Cudahy (#13) and Maywood (#9) in Los Angeles County.

With such a high population density comes a higher-than-average number of dwellings per parcel, families per dwelling, and vehicles per square mile, yielding a higher chance of car ownership and thus parked vehicles per square mile. In addition, many of the denser neighborhoods in South Gate are highly auto-dependent, reflected by above-average car ownership rates as high as 3 vehicles or more per household citywide³; and 4+ cars per property in some of the denser neighborhoods such as Zone 3-SE/Zone 4-SW⁴, which is in the 99th percentile range of residential neighborhoods in the nation.

In addition, for many residents of South Gate there exist few viable alternative travel mode options besides the automobile to commute to work, shop and carry out regular errands.

³ Source: CLR Choice, Inc. – <http://clrsearch.com>

⁴ Source: Neighborhood Scout – <https://www.neighborhoodscout.com>



Presently, there are only a handful of public bikeways available to bicyclists in South Gate. They are located on the following streets and alignments:

List of Existing Bikeways in South Gate

- ***Los Angeles River Bike Path*** – From the North City Limit to the South City Limit
- ***Rio Hondo Bike Path*** – From the North City Limit to the South City Limit
- ***Southern Avenue Bike Path**** – From West of Truba Avenue to Burke Avenue
- ***Gardendale Street Bike Lanes*** – From Garfield Avenue to the East City Limit
- ***Alexander Avenue Bike Lanes*** – From Southern Avenue to the South City Limit

* Located along the Los Angeles Department of Water and Power (LADWP) Utility Right-of-Way, parallel to the north side of Southern Avenue

The above bicycle facilities within South Gate serve as important alternatives to single-auto travel; however, as they are the only designated public bikeways within the entire City a great majority of residents still do not have sufficient access or reason to utilize them in place of owning a car to meet their transportation needs. Much of the residential parking shortages can be attributed to the inefficient use of other available, existing off-street parking facilities. For example, a large number of residents were observed to be occupying curbside parking space when there was sufficient storage available in residents' own driveways. In some areas, patrons of commercial properties were forced to use nearby available on-street parking when business parking lots were at-capacity. Other non-residential users were found to occupy curbside parking areas during "surge" times of the day; for example, parents of students temporary parking on-street during school pick-up and drop-off hours, or automotive sales/repairs shops storing vehicles on the street rather than on designated off-street lots, during normal business hours.

Other on-street parking shortage factors were found to be based in physical design constraints, which oftentimes influenced the behavior of drivers to voluntarily park their cars in the available space on private driveways. The predominant driveway standard in the City of South Gate is the single car-width driveway. Many cities provide 16-18 foot standard driveway widths for a single- or multi-family dwellings; however, most residential driveways in South Gate are only about 8-10 feet wide and do not flare out into the depth of the property. In addition to being aligned perpendicularly with the roadway and not allowing for a wider turning path with safe sight against toward traffic, this pre-existing design feature can potentially discourage residents from utilizing their own driveways and to park on the street. This impediment is further highlighted where multiple cars are parked in the driveway in front of the last parked vehicle. Due to the narrow width and typical inability to park side-by-side, cars parked head-in toward the back side of the driveway can effectively become "locked in".

Many other on-street parking constraints and issues have been identified, and are addressed in the Conclusions section.



2.2 - Methodology

The parking study was conducted on a citywide scale, within six (6) major designated areas numbered 1 through 5N and 5S, defined by the City of South Gate as the City’s major neighborhood “zones”. The first step consisted of the following two major tasks:

- **Field scoping and meeting with the City to identify:**
 - Field survey routes and regulatory traffic and circulation conditions that might bear on existing parking activities and on the field survey effort (e.g., street sweeping, trash collection, utility work and road closures, etc.).
 - Locations of the on-street parking supply and demand routes
 - Area pertinent data to collect in the field; and
- **An inventory of the existing supply of curbside, on-street parking and public off-street parking lot along Tweedy Mile and around South Gate Park.**
 - Included geotagged photos, details and locations of all existing curbside fire hydrants (where parking is prohibited by law), prohibitive parking signage and painted curb sections to regulate temporary and permanent parking activities. Data was collected by multiple field staff members using hand-held *iPad-Air2* tablets with *GeoJot+* asset management software installed.



Sample of Tablet-Based Parking Occupancy Inventory/Audit



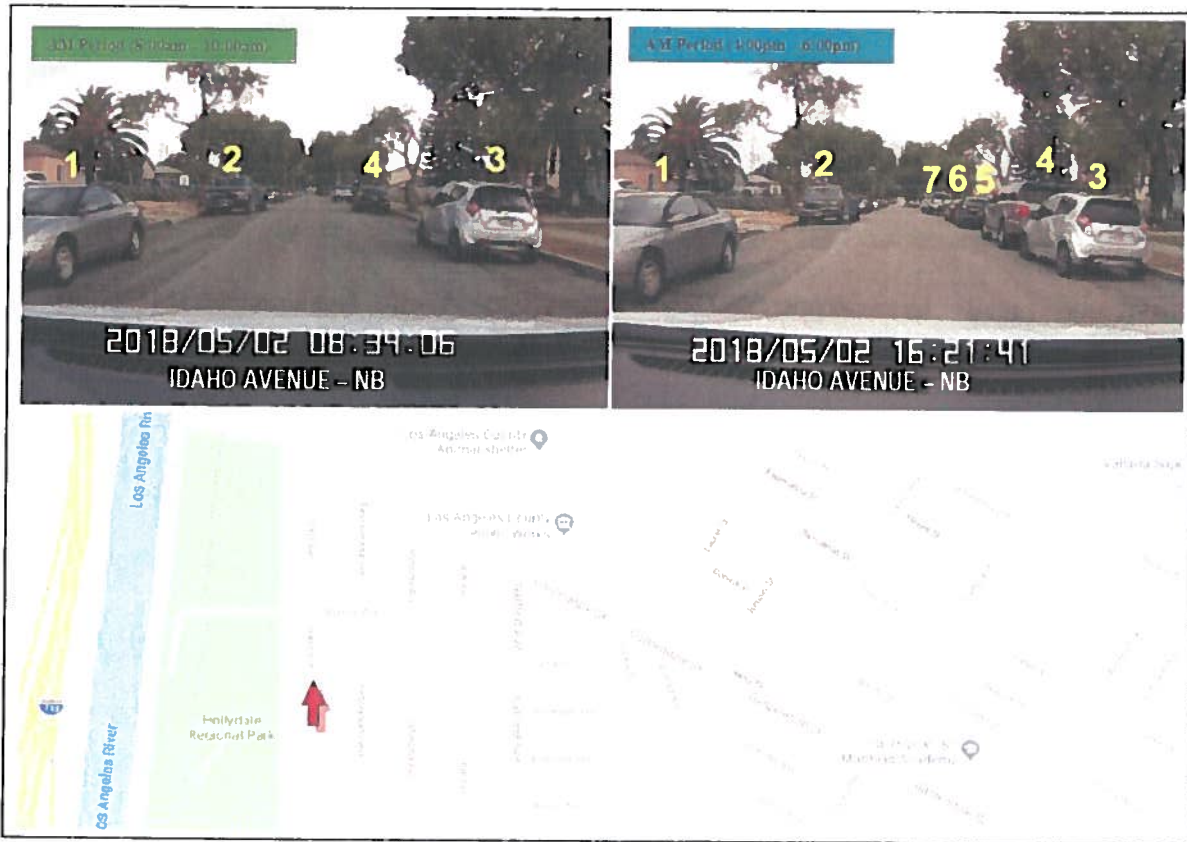
As shown above, Minagar has provided the City of South Gate with a comprehensive database of these three on-street parking factors—on-street parking signage, painted curb sections, and fire hydrant locations—located and identified during the walking/tablet survey. The raw data was sorted, reassembled into individual assets and combined onto a unified Google Earth map (.kmz file). Using Google Earth Pro, the City of South Gate may identify, view the most recent photo of, track and inventory the quantities and locations of any parking sign, painted curb or fire hydrant located in the field at the click of a button. Each parking asset may be toggled on or off on the live map, and the City may choose to export any variety of datasets from the file into Microsoft Excel spreadsheet format.



As an example, if the City wishes to identify and re-assess the locations and details of all time-limited green parking in the City, this data may be selected from the Google Earth map and exported into a spreadsheet containing a line-by-line list of each green sign/curb, the lat/lon geographic coordinates of each asset, and the specific time duration specified on the sign.

The second step included an intensive on-street parking occupancy (demand) count program, conducted also on select city public lots, by which all citywide streets were driven and dashcam-video recorded to observe the number of occupied parking stalls and spaces in each direction, four (4) times each day over a span of several weeks including a typical weekend daytime shopping period on Saturday. Included the following time periods:

- Weekday Morning (AM) Period: 8:00am – 10:00am
- Weekday Mid-Day (MD) Period: 11:00am – 1:00pm
- Weekday Afternoon (AN) Period: 2:00pm – 4:00pm
- Weekday Evening (PM) Period: 4:00pm – 6:00pm
- One (1) sample neighborhood covering street sweeping times during the day
- One (1) sample neighborhood survey covering nighttime parking activity between the hours of 6:00pm and 10:00pm.



Sample of Dash-Cam Video Parking Occupancy Windshield Survey

The third step consisted of two analytical exercises. The first exercise consisted of evaluating **parking utilization**—that is, comparing and contrasting the available curbside parking occupancy (demand) at different times of the day with the available on-street parking supply during those times. The parking utilization analysis focused on identifying streets and

Basics of Parking Utilization

Parking Utilization looks at the number of parking spaces that are occupied versus those available at certain points of the day. This is generally described using the percent of parking capacity that is occupied.

For instance, the south side of an east-west running city street block where there is space for 20 cars to park along the curb between residential driveways, with 15 parked vehicles during a given time of the day, has a parking utilization rate of 75 percent during that time.

A maximally acceptable utilization rate for on-street parking is generally 85 percent. At this point, a driver can expect to find 1 free space for every 7 occupied. Above 85%, parking is beyond the functional capacity of the curb lane, causing driver (e.g., residents) to circle in search of a vacant space or use private driveways to park their car.

The example block described above would have available curbside space on the street for 5 more cars.



areas within each zone, times of the day and days of the week where parking activity was consistently high. This analysis, conducted on a block-by-block basis, identified the available parking supply, by block, and compared that supply to the existing number of off-street stalls that were counted during the days and hours of the inventory.

The fourth step in the study included presentations to City staff, and later to the local community and residents, the City Planning Commission, the Parks and Recreation Commission Citizen’s Advisory Committee, the executive team and the City Council.

3 - Analysis

Following the field data collection effort, Minagar & Associates, Inc. assigned its in-house staff to manage the geocoded data collected from the field. Minagar staff developed a comprehensive on-street parking network model using *Microsoft Excel* to lay out the City’s street system and on-street parking facilities in an organized, spreadsheet format. The workbook was coded and structured to clearly depict the inventoried on-street parking facilities, and to calculate and visually illustrate on-street parking trends from street to street, zone to zone, and between periods of the day.

The number of parking stalls per block was calculated as follows:

1. Establish the effective length of a typical curbside parked car. The effective length of a curbside parked car consists of the length of the car itself plus the additional buffer space between it and another contiguously parked car. Based on *A Policy on Geometric Design of Highways and Streets* (“Greenbook”)⁵ the length of a typical passenger car design vehicle is 19 feet. In reality, modern sedan models are typically 14.5 to 16 feet in length, typical pick-up trucks range between 16.5 and 18 feet, some estate cars exceed 16 feet, and heavy duty pick-up trucks reach up to 19 feet in overall length. In order to establish a uniformly representative vehicle length dimension, a value of 16 feet was chosen as that which represents the length of the average passenger car parked on a residential street in South Gate.

In terms of the buffer space between parked vehicles, Minagar & Associates, Inc. conducted spot field measurements which revealed that this length ranged between 1 and 3 feet, depending on various factors such as the amount of open curb space

⁵ American Association of State Highway and Transportation Officials (AASHTO, 2018). *A Policy on Geometric Design of Highways and Streets*, 7th Ed. Chapter 2 Design Controls and Criteria, Exhibit 2-1. Design Vehicle Dimensions (US Customary), p. 17.



both in front of the adjacent car and the space remaining behind once parked, driveway location, and basic driver preferences. A typical on-street parking space buffer between vehicles was therefore selected as 2 feet.

Combining the above vehicle length and parking buffer dimensions, an effective on-street parked car dimension of 18 feet per car was established. This 18-foot effective parked car length was further verified by measuring the lengths of several samples of chains of cars parked along the curb in different residential neighborhoods, which continuously measured out with car-to-length ratios of 1:18 (e.g., 36 feet for two cars, 54 feet for three cars, 72 feet for four cars, etc.). A review of other similar cities in the area, such as Maywood and Lynwood, reveal that marked on-street parking stalls ranged in length from 17 feet for an isolated space between driveways, up to 22 feet for larger marked stalls. For capacity estimating purposes in the utilization analysis, however, 18 feet was used as the empirically-derived typical parked car length on residential streets. This is due to the need to factor in local conditions and driver preference which reflect both the absence of marked on-street parking stalls and to some degree a willingness to accept tighter parking conditions due to the scarcity of available curbside parking. It should be noted that for design purposes, the length dimension of an actual designated on-street marked parking space running parallel to the curb in the City of South Gate would be preferably longer, typically 20 feet. The *California Manual on Uniform Traffic Control Devices (CAMTUCD)*⁶ states that the desirable dimensions of a curbside parking stall—for parking meter purposes, for example—are 8 feet wide by 24 feet long, with a preferred minimum length of 20 feet.

2. Determine the unregulated curbside parking supply. The unregulated curbside parking supply represents the total curbside space of a block face, exclusive of curved portions at intersection corners; regulatory controls such as parking signs, red painted curbs, and implicit No Parking zones at fire hydrants; and physical obstructions to vehicle or pedestrians access such as driveways and curb ramps. The long side length of residential blocks in the City of South Gate range anywhere from about 800 feet to 1,400 feet. Aerial imagery of each block face was reviewed on *Google Earth Pro*. Using the software's digital measuring tools, the unregulated curbside parking supply was calculated as a measure of [total length] ÷ [18 feet effective length per car]. For a typical 900-foot block in the City of South Gate, this would equate to roughly 50 cars which could ideally park on-street along a continuous curb in the absence of driveways and parking regulations. It is once

⁶ California Department of Transportation (Caltrans, 2019, March 29). *California MUTCD 2014 Edition, Revision 4*. Section 3B.19 Parking Space Markings, Item 11, p. 685, accessed 29 May 2019 from http://www.dot.ca.gov/trafficops/camutcd/docs/2014r4/CAMUTCD2014-Chap3B_rev3.pdf





again important to note that, as mentioned in Step #1 above, in contrast to using a design dimension of 20 feet as with the case for an on-street marked parking stall, the 18-foot effective parked car length used in this step is relevant to the parking supply calculation (and by extension, the parking utilization analysis) because of its efficacy to produce a realistic parking utilization percentage when coupled with field-counted parking demand volumes. For example, a 75-foot curb length between two driveways can yield different on-street parking capacities, depending on the assumed parked car length. Using a 20-foot-per-car length would yield a capacity for 3 parked cars, assuming that a fourth car would elect not to obstruct driveway access. During the subsequent field data collection, however, under saturated parking conditions the unmarked 75-foot curb length would unquestionably incur a parking demand of 4 contiguously parked cars. Under the former assumption of 20 feet per car, the parking utilization would be overestimated by a difference of 33%, whereas under the latter assumption, the parking utilization would be estimated more accurately. The California MUTCD provides useful material on this matter, and in a typical design situation where on-street parking stalls are to be marked parallel to the curb, Figure 3B-21(CA) in Chapter 3B of the CAMUTCD would need to be considered.

3. Determine the regulated curbside parking supply. Using the geocoded Google Earth map database developed from the tablet/field surveys, curbside sections of the parking lane with fire hydrants, 24/7 No Parking Signage, red curb paint and driveways were noted and used to deduct the appropriate amount of parking space from the unregulated curbside parking supply to determine the curbside parking supply used in the parking utilization calculations.

The collected parking data was analyzed to better understand the following:

- The overall nature of on-street parking conditions throughout the City with respect to parking behavior, supply vs. capacity, and potential root causes of recurring parking deficiencies.
- Potential opportunities for implementable parking strategies, such as shared private/public parking, resolving impacts of commercial business on residential parking areas; short-term fixes (e.g., red curb rollback, reducing parking restrictions, expanding the City's Preferential Parking District (PPD) to new or modification street segments; opportunities to incentivize an increase in the use of public transit and/or bike facilities).



3.1 – Parking System Inventory

The study area for the parking study was divided into six “zones” numbered sequentially from west to east, as defined below. For purposes of more granular analyses each zone was divided into a maximum of three additional sub-zones, typically by South, Central and North neighborhoods defined around the City’s major east-west arterials (e.g., Firestone Boulevard, Southern Avenue and Tweedy Boulevard).

List of Citywide Parking Survey Zones:

- Zone #1 – Neighborhoods between Alameda Street on the west, and Long Beach Boulevard on the east.
- Zone #2 – Neighborhoods between Long Beach Boulevard on the west, and California Avenue on the east.
- Zone #3 – Neighborhoods between California Avenue on the west, and Alexander Avenue on the east.
- Zone #4 – Neighborhoods between Alexander Avenue on the west, and the L.A. River / I-710 Freeway on the east.
- Zone #5N – Neighborhoods east of the L.A. River/I-710 Freeway and north of Imperial Highway.
- Zone #5S – Neighborhoods east of the L.A. River/I-710 Freeway and south of Imperial Highway.

On-street parking spaces were counted to include both legally useable, unmarked curbs permitting on-street parking; and marked curbs permitting the use of temporary parking. Throughout the course of the Project, construction of major infrastructure and hardscape improvements along the length of Firestone Boulevard west of I-710 remained ongoing. Therefore, due to the frequent and unpredictable on-street parking lane closures, curbside parking on Firestone Boulevard was not counted toward the overall parking supply as part of this project. The inventory of parking spaces and parking stalls showed that there is a total of about 31,307 total unmarked on-street parking spaces available citywide (i.e., not prohibited for use by the public on a permanent basis, such as red curbed zones or at fire hydrant locations). Of this total, approximately 15% (14.96%) are located in Zone #1 (4,683); 22% (21.58%) are located in Zone #2 (6,757); 23% (22.51%) are located in Zone #3 (7,047); 22% (22.35%) are located in Zone #4 (6,996); 6% (6.29%) are located in Zone #5N (1,968), and 12% (12.32%) are located in Zone #5S (3,856). **Table 1** breaks these totals out by study area segment. The average number of available parking spaces per block is approximately **16 spaces**, with an average rate of 17 spaces/block throughout Zone #1, 15 spaces/block in Zone #2, 18 spaces/block in Zone #3, 15 spaces/block in Zone #4, 18 spaces/block in Zone #5N, and 17 spaces/block in Zone #5S.



DRAFT FINAL REPORT – Rev. 6/20/19
Citywide On-Street Parking Management Plan (City Project No. 590-RPT)
City of South Gate Public Works Department – Engineering Division

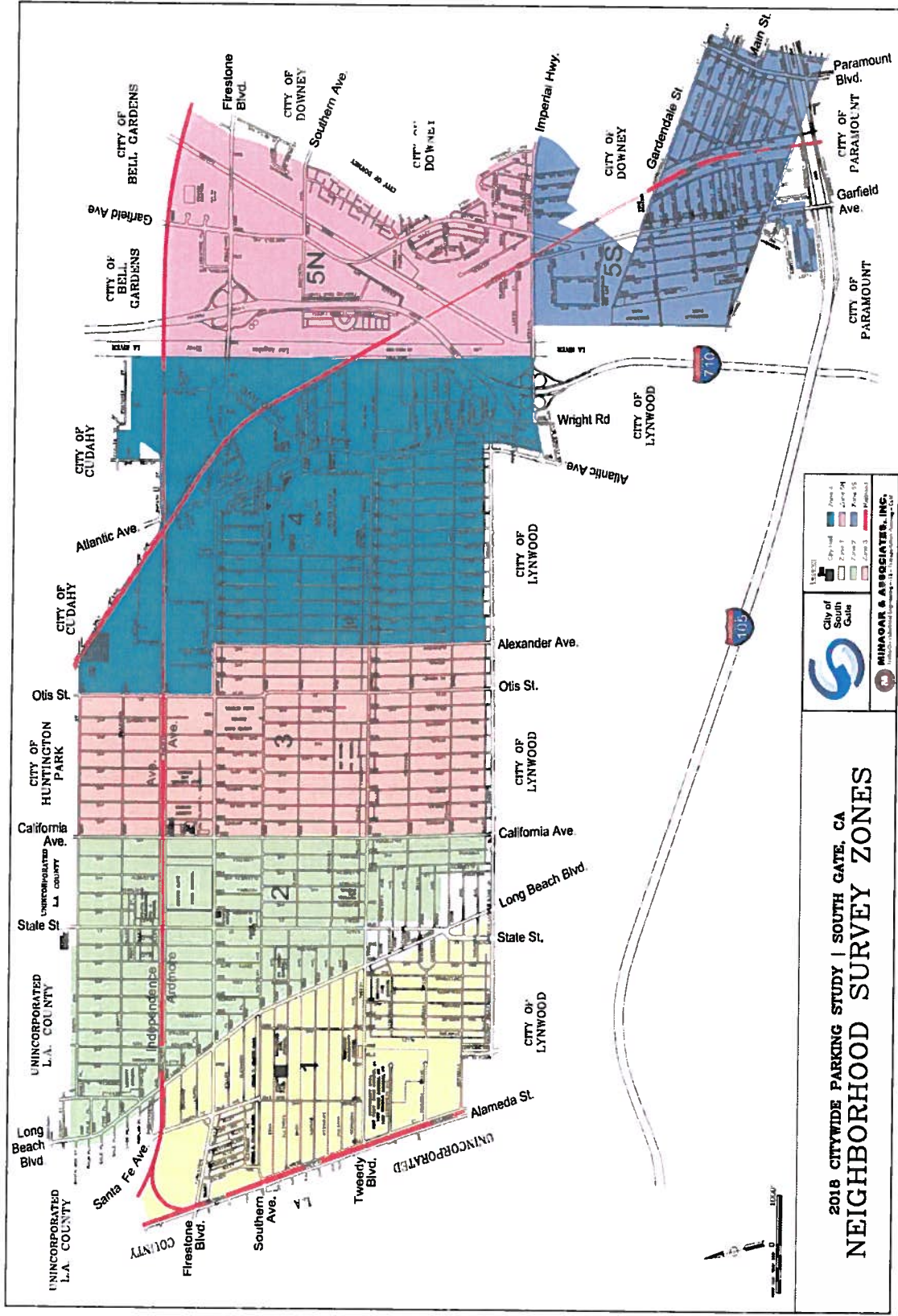




TABLE 1
Citywide On-Street Parking Supply, by Zone and Sub-zone

Zone #1 - between Alameda St. & Long Beach Blvd.	4,683
<i>North - north of Firestone Blvd.</i>	251
<i>Central - between Firestone Blvd. & Tweedy Blvd.</i>	2,517
<i>South - South of Tweedy Blvd.</i>	1,915
Zone #2 - b/w Long Beach Bl. California Av.&	6,757
<i>North - north of Firestone Blvd.</i>	3,475
<i>Central - between Firestone Blvd. & Tweedy Blvd.</i>	2,328
<i>South - South of Tweedy Blvd.</i>	954
Zone #3 - b/w California Av. & Alexander Av.	7,047
<i>North - north of Firestone Blvd.</i>	1,744
<i>Central - between Firestone Blvd. & Tweedy Blvd.</i>	2,537
<i>South - South of Tweedy Blvd.</i>	2,766
Zone #4 - b/w Alexander Av. LA River/I-710	6,996
<i>North - north of Firestone Blvd.</i>	311
<i>Central - between Firestone Blvd. & Tweedy Blvd.</i>	3,115
<i>South - South of Tweedy Blvd.</i>	3,570
Zone #5N - East of LA River/I-710 (North of Imperial Hwy.)	1,968
Zone #5S - East of LA River/I-710 - (South of Imperial Hwy.)	3,856
<i>North - north of Gardendale St.</i>	570
<i>West - west of Union Pacific R/R</i>	2,152
<i>East - east of Union Pacific R/R</i>	1,134
TOTAL	31,307

3.2 - On-Street Parking Occupancy Counts

Initial Video/Windshield Surveys

Parking occupancy was counted during the Summer months of 2018. The counts were originally conducted on typical weekdays, with specific survey days scheduled between Monday and Friday on the basis of the need for field surveyors to circumvent street



sweeping routes and avoid the collection of partial curbside parking counts. The occupancy counts were taken by reviewing windshield survey footage of each street collected during four different time periods during the day on weekdays. The four time periods were chosen to cover peak parking periods in the morning (AM/school drop-off period), mid-day (MD/lunch period), afternoon (AN/school pick-up period), and evening (PM/commuter period) hours in an attempt to capture critical parking issues in both commercial and residential areas. Saturday counts were conducted from 10:00am to 2:00pm to cover the peak shopping period during the typical mid-day period.

Follow-up Video/Windshield Surveys

Following the completion of this initial data collection plan, Minagar & Associates, Inc. had subsequent discussions with City staff regarding two additional concerns: (1) on-street parking utilization during street sweeping hours, and (2) on-street parking utilization during the late night hours, based on a commonly held presumption amongst citizens and city officials that peak on-street parking activity occurs at nighttime when residents are expected to all be home and generating the highest demand for cars parked on the street. Based on these discussions, Minagar conducted two additional sample parking occupancy surveys on Wednesday, November 14, 2018, to assess each issue on a smaller, controlled scale. The resulting data was then used to project how each issue would impact on-street parking throughout the rest of the city, and on different days of the week.

The first set of sample parking occupancy counts was conducted in the central part of Zone #2 between the hours 8:00AM and 10:00AM, which is posted with No Parking signage (for street sweeping purposes) on one side of each street between the hours of 7:30AM and 11:30AM, generally. The first additional survey area was limited to the residential neighborhood bound by Long Beach Boulevard on the west, Dearborn Avenue on the east, Southern Avenue on the north, and Tweedy Boulevard on the south. The second set of sample counts was collected later that night in the southern part of Zones #3 and #4 between the hours of 6:00PM and 10:00PM, during which time it was conveyed to Minagar that on-street parking demands were perceived to be at their highest. The second additional survey area was limited to the residential neighborhoods bound by Tweedy Boulevard on the north, Abbott Road on the south, Otis Street on the west, and Atlantic Avenue on the east.

3.3 - Parking Utilization Findings

The following section describes parking utilization throughout the City. Utilization patterns are examined by time of day, day of week, and geographic zone location. The findings of the



parking utilization analysis reveal that there is an average on-street parking utilization, on a citywide basis, of 64% between the hours of 8:00AM and 6:00PM when street sweeping is not considered as a capacity-limiting factor. While a 64% parking utilization rate may suggest that existing on-street parking conditions are generally acceptable in the City, a more detailed look reveals that this is not necessarily the case for three important reasons, which thus require a more granular analysis. The first reason is that many long stretches of arterial streets in the City (especially in industrial type zones in Zones 5N and 5S) are devoid of any on-street parking activity all throughout the day, the resulting aggregation of which positively affects the weight of the City's overall parking utilization and somewhat misrepresents the City's most parking sensitive areas; namely, that of densely populated residential streets with limited on-street parking capacities.

For example, the most critical parking utilization issues were found to be located on the west side of the City in Zones 1, 2 and 3, and less so in Zones 4 and 5N/5S. During the weekday PM survey period (4:00-6:00pm), for example, Zone #1 on the whole is parked at 80% utilization, and Zone #2 is parked at 81% utilization. On the weekend, Zone #1 is parked at 74% utilization; Zone #2 is parked at 92% utilization; and Zone #3 is parked at 93% utilization. According to this data, the available supply of on-street parking spaces in these highly-parked areas would be about only one or two spaces per typical block.

The second reason is that the initial set of parking occupancy data was collected specifically outside of street sweeping hours, in order to capture an ideal situation in which both sides of each street are being utilized for parking purposes when street sweeping is not occurring. While this time parameter is a reasonable one to incorporate into the data collection—considering that street sweeping restrictions account for only about 10% of the time that any given street is prohibited for daytime curbside parking between Monday and Friday—it does not take into account the “spillover effect” that occurs when street sweeping causes on-street parked cars to relocate not onto private driveways but to the other side of the street.

Thirdly, from the additional nighttime survey it was determined that the sample survey zone in the southern part of Zones #3 and #4, was indeed parked at a higher utilization rate than during any other time of the day. While the PM period parking occupancy evaluation revealed a utilization rate of 61%, the follow-up survey conducted at night after 6:00PM showed that the total on-street parking demand increased further by about 15%, yielding a nine percent increase in the overall on-street parking utilization rate to 70%. Therefore, while the City's streets may not experience an overall parking deficiency at all times of the day and all days of the week, this does not discount the fact that many streets experience unacceptably oversaturated parking conditions at specific times of each day and



week which must be addressed, particularly during the weekday and weekend nighttime hours.

To expand on the third point above, Minagar estimated the on-street parking utilization for the remainder of the City based on an extrapolation of the data from the follow-up sample nighttime survey runs in Zones #3 and #4. Using this data, and not including any potential on-street parking capacity reductions for commercial streets swept after midnight, we increased all parking demands for Zones #1-5 by a similar +15%, which yielded the following nighttime on-street parking utilizations:

- Zone #1: 92% (+12% increase from 4-6pm)
- Zone #2: 93% (+12% increase from 4-6pm)
- Zone #3: 77% (+10% increase from 4-6pm)
- Zone #4: 68% (+9% increase from 4-6pm)
- Zone #5N: 46% (+6% increase from 4-6pm)
- Zone #5S: 58% (+8% increase from 4-6pm)
- Citywide: 76% (+10% increase from 4-6pm)

A complete summary of the parking utilization analysis is found on the attached tabulations accompanying this report.



4 - Public Outreach and Feedback

4.1 - Overview and Approach

Building on the results of the in-field parking utilization analyses, the public outreach phase helped to ensure that (1) our observations were in-line with what the community was experiencing; (2) that neighborhood-specific priorities could be taken into account, as indicated in Tables 4 through 6 and discussed below, and (3) that each strategy moving forward would be supported by public acceptance that correlates with South Gate’s local context. In order to first verify that our identified parking issues matched the understanding and experience of local residents and businesses, the Team engaged with the City and residents in several ways, including focus groups, community input sessions and online/write-in surveys. The goals of the public outreach were as follows:



- Present the preliminary findings of the citywide data collection effort and parking utilization analyses. The public outreach meetings provided a good opportunity to build awareness of study purpose, present to the public the findings of the field data collection and existing parking utilization analyses, discuss the issues identified by our Team to be driving the current on-street parking problems, and present some practical short-term, mid-range and long-term strategies to resolve these particular issues.
- Understand the daily on-street parking experience of South Gate residents, and ascertain what the public believes are some of the best ideas available to try and resolve these issues. What are the biggest problems from a resident’s perspective? When/where/how are they happening, and what might be done about it? Public input from the community meetings helped the Team gain information on residents’ daily experiences with on-street parking in various neighborhoods throughout the City, as well as identifying what are the current challenges and barriers to improve



the current parking experience. The findings of the parking utilization assessment revealed that on-street parking in residential zones comprised the vast majority of the City’s parking deficiencies. Therefore, while the Citywide Parking Study intends to address the concerns and interests of all relevant users—including residents, businesses, visitors, guests, and the non-motorized traveling public—the community engagement effort made sure to place the experiences and concerns of local residents at the center of these discussions and the development of potential strategies and solutions.

- Ensure that future parking-focused programs, policies and implemented strategies align with local community, regional and statewide initiatives. The City of South Gate wishes to promote a greater vision to improve the quality of life for its citizens and businesses, a vision which includes revitalizing communities to produce lower auto dependencies, higher public transportation usage rates, and provide an improved master plan for circulation and access. The public outreach sessions with residents and businesses provided some insight on how our proposed recommendations would scale to this long-term vision, how each strategy would be received by the public and how they might work within South Gate’s city and regional context. Obtaining and documenting public feedback on citizens’ current views about regional and long-term strategies such as light rail transit, active transportation and public transportation improvements will help to ensure that this project remains relevant to local needs and that potential policy changes in the future will remain in line with regional and statewide initiatives.

The project team conducted several different activities to obtain public input, including eblasts, write-in surveys, community meetings and online feedback questionnaires. The feedback solicitation focused on first identifying the spectrum of parking issues experienced by residents on a day-to-day basis, and then establishing a consensus as to what are the biggest perceived problems facing on-street parking and what the public believes to be the most and least effective solutions to these problems. Together with city staff, Minagar & Associates, Inc. worked with its public outreach consultant, KPA, who has extensive experience with bilingual community engagement processes, to facilitate the various outreach sessions.

As discovered in the “Show of Hands” surveys conducted for the community meetings in Zones 2 through 5, a popular view held by at least one third of the participating public is that the solution to the ongoing parking problems will require the active assistance and cooperation from residents themselves, a partnership between the residents and City staff, and would likely involve a combination of different programs. Therefore, the City of South



Gate’s partnership with residents will not simply be about informing residents, but rather will have residents help to inform (and in some special cases, enforce) decisions by developing a process of a shared decision-making.

As discussed in detail below, the specific methods and level of participation of residents and businesses will depend on the type and importance of each strategy, so that different neighborhoods and stakeholders will have varying levels of participation in certain situations. Up to this point, our Team has simply sought input and feedback from participating residents and businesses. However, as the City develops its on-street parking management plan moving forward, a greater level of participation will be needed to involve residents and Neighborhood Watch leaders as “experts on the ground” to direct neighborhood-specific parking policies and augment the capabilities of the city staff. To do this, the implementation paths for each short-term, mid-range and long-term strategy includes a list of logistical issues, regulatory considerations and potential tradeoffs—for example, the tradeoff between implementing a new parking permit zone to manage on-street parking demands versus the added time/energy and financial burden for residents to manage guest parking and also annually renew their permits—so that neighborhood-specific solutions are driven by the direct support of its own residents.

A total of five community meetings were held to collect input from community members for the Citywide Parking Study. Each meeting presented the same content in the same format. Following is a summary of the meetings. The City of South Gate distributed 26,200 community flyers citywide door-to-door. KPA e-blasted meeting notices three times to the City’s Neighborhood Watch Captains and other community members who had provided their contact information during two pop-up events held in Spring 2018. In addition, KPA contacted by phone all Captains and sent a personalized follow-up email with an attached flyer asking Captains to distribute to their neighbors and social networks.

Mr. Arturo Cervantes, the City of South Gate Assistant City Manager and Public Works Director, opened four of the community meetings, welcomed participants, and served as moderator. Mr. Jose Loera, City Traffic Engineer, moderated the fifth community meeting. They introduced the Study, described its goals and objectives, and stated that the City of South Gate is conducting a Citywide Parking Study to identify all issues and quantify them, and then create short-range, mid-range and long-range practical solutions to address the most pressing concerns. As discussed above, the purpose of the meetings was to share with the public the data that has been collected through the study; provide a forum for the public to share the parking challenges that they are experiencing in their neighborhoods; present preliminary ideas as possible practical solutions; and ask the community to provide their opinions.



Using a PowerPoint, Mr. Fred Minagar from Minagar & Associates, Inc., presented the parking utilization analysis by first describing the data collection process used to quantify parking issues and causes in the City. The findings of the Parking Utilization throughout the City were described in terms of the percentage of parking supply versus the amount of parking demand, measured and documented through field studies during which the technical team drove all city streets utilizing dash cameras and handheld GPS asset trackers. The findings of the parking utilization analysis, coupled with field observations of parking behaviors, resulted in the documentation of key causes contributing to parking issues were presented. Examples of key issues included South Gate’s dense population; the high level of car dependency; City street regulations (e.g., placement of red curbs on City streets); public behaviors (e.g., non-use of garages and driveways, drivers that park their cars in the center of limited area on the curb, taking up two spaces rather than allowing space that another driver can use; and the lack of code and parking enforcement. A detailed description of the issues is provided in the next section.

Minagar then presented ideas for potential practical solutions. At this stage, the list of strategies did not constitute an exhaustive list of recommended measures. It was explained to the public that these ideas—categorized by *Short-term*, *Mid-term* and *Long-term* implementation time frames—were intended as preliminary concepts only, with the purpose of the meeting being only to collect further opinions from the community in order to refine these concepts. The following is a sample of strategies presented during the community meetings:

Preliminary/Conceptual Strategies Presented at Community Meetings

Short-term (can be implemented in less than 1 year)

- Reduce red curbs to increase on-street parking space
- Stripe parallel on street parking stalls
- Increase enforcement by adding/hiring new parking code enforcement officers
- Promote public transit services/provide public information
- Promote use of city parking lots
- Allow driveway widening on private property
- Remove barriers to “Driveway Sight Angles”; driveway red-tipping

Mid-term (can be implemented within 3-5 years)

- Create an Ordinance to reduce 15-foot required parking distance from fire hydrant to 10-foot.
- Consider angled parking on wider street
- Develop Active Transportation Plans including walking and biking networks



- Design and build new and improved pedestrian paths on school routes and shopping centers
- Encourage employers on Ridesharing Incentive Programs

Long-term (can be implemented within 5-10 years)

- Expand Citywide Parking Enforcement Program
- Invest in Long-Range Transportation Alternatives (e.g., EcoRapid Light Rail)
- Implement the City’s Bicycle Facility Master Plan
- Expand the City’s Preferential Parking Districts (PPD) Program (Residential Parking Permits)
- Invest in “First-Mile/Last-Mile” Improvements and Enhancements

The five community meetings held featured the same presentation and format. Each meeting was specially designated to one of five zones established by Neighborhood Watch (i.e., Zones 1, 2, 3 4 and 5N/5S), although community members were invited to attend any meeting that they wish. Public input on the perceived cause(s) of parking problems, and potential paths to resolve these issues, was solicited through direct participation at each meeting, including “show of hands” surveys, individual testimony, and write-in surveys. The solicitation of public input at each meeting involved the sharing of residents’ and businesses’ perceived cause(s) of parking problems and potential paths to resolve these issues, through direct participation such as “show of hands” surveys, individual testimony, comment cards and write-in surveys. Table 2 below summarizes the tally of verbal and written feedback returned at each meeting:

TABLE 2
Summary of Input/Responses from Community Meetings

Meeting Date/ Location	No. of Attendees	No. of Comments		Total Comments
		Verbal	Written	
January 10, 2019/City Hall	70	32	15	47
January 14, 2019/City Hall	68	31	6	37
January 16, 2019/City Hall	71	34	12	46
January 17, 2019/S.G. Park	137	26	6	32
January 22, 2017/S.G. Park	47	25	8	33

Community comments have limitations, and should be considered qualitative in nature. Perception seemed to dictate the sentiments of the community, and



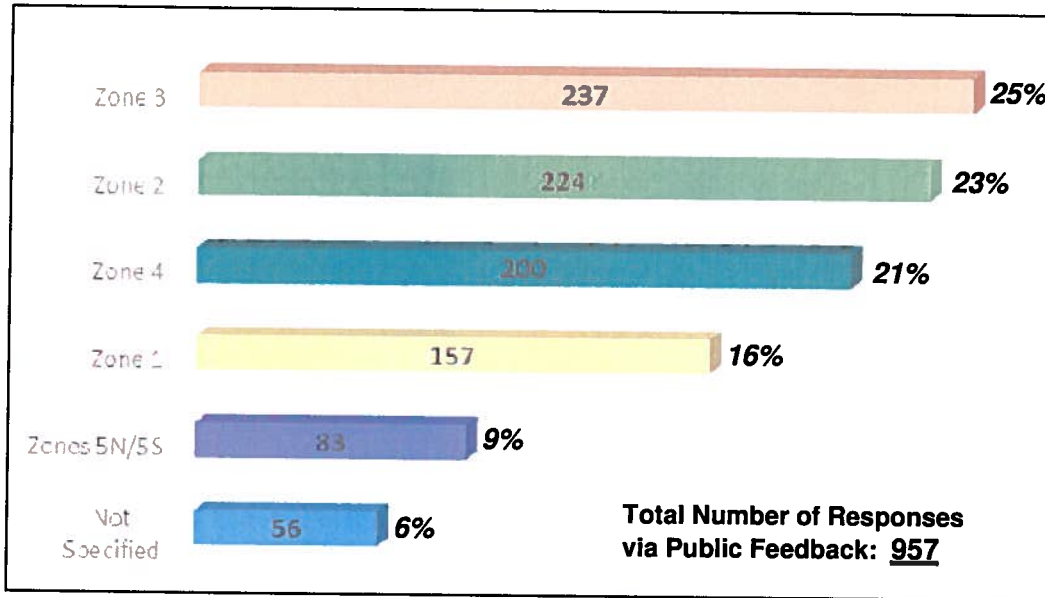
therefore the comments, and in many cases comments could not be substantiated by facts. To this end, the data collected during community meetings should not be accepted as a scientifically or statistically-valid representative of the greater population of the South Gate, since opinions are collected from a self-selected audience of community members who choose to attend the public meetings. Rather, it should be thought that the comments simply reflect opinions by which the project team can begin to determine trends of commonly shared issues. In any case, the consultant team accepted into account all opinions and suggestions submitted by community members throughout the public input process. Further testing of issues in their local contexts should be conducted prior to implementing parking strategies.

In the appendix section of this report is a series of matrices compiled and organized to reflect the most frequently mentioned issues and supported potential strategies, according to those who spoke at the community meetings and submitted written comments. The City also extended an open invitation for community members to submit comments to the city staff outside of the public meetings, via email or by phone call. Approximately 14 comments were received in that manner, and each was incorporated into the attached matrices. It should be noted that while public comments and tallies are categorized by Meeting Date/Zone, community members were invited to attend whichever meeting was most convenient even if outside their residential zone, and therefore tallies may not necessarily reflect 100% of the opinions of community members residing in each zone. In addition, the project team developed an online survey for South Gate residents to take and provide feedback on parking issues and solutions. A combination of multiple choice responses and custom comments from individuals was returned over a one-month period. A total of 762 residents participated in the online survey.

After compiling the various individual and group responses obtained from each community zone meeting and the online surveys, an analysis was conducted on the complete data set to understand the nature the public feedback. Verbal and written comments, as well as the “show of hands” surveys were categorized in terms of either describing a particular parking issue or concern, or being in support of or against a particular corrective strategy. Similarly, the online surveys were categorized in terms of public support for or against a particular recommendation or parking strategy, as well as other areas of inquiry such as support for parking permits, city parking policies, and level of willingness to participate in various parking demand reduction strategies. From these assessments Minagar was able to generate a list of the most common perceived parking issues and solutions, from the public’s perspective, from the various public input forums.



TABLE 3
Volume of Individual Public Responses, by Zone (Highest to Lowest):
All Modes of Public Feedback



4.2 - Issues Raised by the Community

Based on the totality of the public feedback, we see that there are several specific issues which residents frequently cite as contributing factors to the ongoing on-street parking problems in their neighborhoods. As shown in Table 4, for example, to the online survey question, “What is causing parking problems in your neighborhood?” the majority of survey takers, i.e., over 50% of all participants, agreed on the following three (3) major issues:

- Too many cars/drivers per household (77%)
- Residents not using their own driveways or garages to park their cars (62%)
- Multiple cars are parked on the street, seldom used, just stored (55%)

The two additional issues identified below also garnered a relatively significant number of responses to this question in the online survey:

- Apartments don’t provide enough parking for number of residents per unit (42%)
- Not enough parking enforcement or code enforcement (35%)



TABLE 4
Online Survey Response Summary
Q1: What is causing parking problems in your neighborhood?

Total Number of Participants Surveyed:		762
Listed Cause of Parking Problems	# of Affirmative Responses	Percent Responded
Too many cars/drivers per household	587	77%
People not using their own garages/driveways to park	469	62%
Multiple cars are parked on the street; seldom used, just stored	416	55%
Lack of available off-street parking for apartment tenants	319	42%
Not enough parking enforcement or code enforcement	268	35%

Similar concerns were raised in the verbal and written comments, each of which was tallied into specific categories of known parking issues or potential solutions. Since verbal/written comments were accepted on a voluntary basis and without any survey controls for topic or prompt response, a percent-in-opposition/favor-of could not be established when analyzing the feedback as a gauge of public sentiment. Nevertheless, in looking at the most commonly mentioned parking concerns, as illustrated in Table 5, it is seen that the same few key issues did rise to the top of the list. They are as follows:

- Too many drivers per household – 36 responses;
- Lack of available off-street parking for apartment tenants – 26 responses;
- Cars stored on the street for sale, servicing or repair – 17 responses; and
- People not using garages/driveways to park – 16 responses



TABLE 5
Most Commonly Mentioned Parking Issues via
Written/Verbal/E-mail/Phone Feedback

Parking Issue	Total	Zone	No. of Responses, By Zone	
			Zone	Responses
Too Many Drivers per Household	36	1	6	6
		2	8	8
		3	10	10
		4	9	9
		5N/5S	3	3
Lack of Available Off-Street Parking	26	1	3	3
		2	6	6
		3	3	3
		4	5	5
		5N/5S	9	9
Cars Stored on the Street for Sale, Servicing or Repair	17	1	5	5
		2	1	1
		3	5	5
		4	4	4
		5N/5S	2	2
People Not Using Garages/Driveways to Park	16	1	2	2
		2	4	4
		3	6	6
		4	1	1
		5N/5S	3	3
Cars Parked on the Street from Nearby Business Employees	13	1	3	3
		2	0	0
		3	5	5
		4	1	1
		5N/5S	4	4

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Parking Issue (PI)	
PI#	Sequence chain of on-street parking issues and effects
All Parking Utilization Factors Affected	
A-01	Lack of accurate/periodic data collection, evaluation and monitoring to understand where and how the worst OSP issues are occurring, in order to inform strategies → Missed opportunities to establish appropriate PPDs, direct law enforcement, etc.
Behavioral Issues and Causes	
B-01	Front driveway depth (e.g., corner lots) too short to park car(s) → Discouragement of front driveway use
B-02	Front driveway width (e.g., less than 16 feet) too short to park multiple cars side-by-side → Discouragement of front driveway use
B-03	Absence of available driveway to park car → Parked cars forced on-street → Higher-than-expected on-street parking demand
B-04	Single-family properties owners with leased-out garages/extra rooms not allowing renters to park on the property → Renters forced to park on the street → Higher-than-expected on-street parking demand
B-05	Absence of available garage to park car → Parked cars forced on-street → Higher-than-expected on-street parking demand
B-06	Garage-in-back residential lot layouts → Long driveway lengths → Discouragement of back driveway use
B-07	Narrow street widths (e.g., less than 30 feet curb-to-curb) with on-street parking on both sides → Unsafe/poor sight distance and/or sharp/perpendicular turning angles for pulling in and out of driveway → Discouragement of parking on-site
B-08	Very narrow street widths (e.g., less than 24 feet curb-to-curb) with "No Parking" on one side → Unsafe/poor sight distance and/or sharp/perpendicular turning angles for pulling in and out of driveway → Discouragement of parking on-site
B-09	On-street parked cars too close to or blocking residential driveways → Unsafe/poor sight distance and/or sharp/perpendicular turning angles for pulling in and out of driveway → Discouragement of parking on-site
B-10	Fixed visual obstructions near front driveways (block walls, yard fencing) → Unsafe/poor sight distance and/or sharp/perpendicular turning angles for pulling in and out of driveway → Discouragement of parking on-site
B-11	Fixed visual obstructions near front driveways (parkway trees) → Unsafe/poor sight distance and/or sharp/perpendicular turning angles for pulling in and out of driveway → Discouragement of parking on-site
B-12	Fixed visual obstructions near front driveways (street lights, utility poles/cabinets) → Unsafe/poor sight distance and/or sharp/perpendicular turning angles for pulling in and out of driveway → Discouragement of parking on-site
B-13	Speeding traffic on residential streets → Increase safety risk of pulling out of and using residential driveways for parking → Discouragement of parking on-site
B-14	Non-fixed visual obstructions near front driveways (passing by traffic) → Unsafe/poor sight distance and/or angle for pulling in and out of driveway → Discouragement of parking on-site
B-15	Non-fixed visual obstructions near front driveways (platoons of students walking on the sidewalk) → Unsafe/poor sight distance and/or angle for pulling in and out of driveway → Discouragement of parking on-site
B-16	Non-fixed visual obstructions near front driveways (bumper-to-bumper lines of on-street parked cars) → Unsafe/poor sight distance and/or angle for pulling in and out of driveway → Discouragement of parking on-site
B-17	Non-fixed visual obstructions near front driveways (large commercial vehicles owned by residents) → Unsafe/poor sight distance and/or angle for pulling in and out of driveway → Discouragement of parking on-site
B-18	Non-fixed visual obstructions near front driveways (large commercial vehicles owned by nearby businesses) → Unsafe/poor sight distance and/or angle for pulling in and out of driveway → Discouragement of parking on-site



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Parking Issue (PI)	
PI#	Sequence chain of on-street parking issues and effects
B-19	Non-fixed visual obstructions near front driveways (trash cans placed at the curb) → Unsafe/poor sight distance and/or angle for pulling in and out of driveway → Discouragement of parking on-site
B-20	Security gate blocking access to property driveway → Discouragement of parking on-site
B-21	Lack of code enforcement on unpermitted garage-to-living space conversions → Garages prevented from being used to store/park cars → Parked cars forced on-street → Higher-than-expected on-street parking demand
B-22	Residents using garages exclusively for storage space of personal belongings or non-operational vehicles → Garages prevented from being used to store/park cars → Parked cars forced on-street → Higher-than-expected on-street parking demand
Capacity Issues and Causes	
C-01	Underutilized roadway width (e.g., Firestone Plaza) where parallel parking exists → Unrealized opportunity for added on-street parking
C-02	Underutilized railroad right-of-way (e.g., Southern Avenue) adjacent to heavily-parked residential streets → Unrealized opportunity for added parking supply to alleviate local parking demands
C-03	Underutilized private/public parking lots (e.g., churches, parks, schools) adjacent to heavily-parked residential streets → Unrealized opportunity for added parking supply to alleviate local parking demands
C-04	Small Lot configurations within Low-Density Neighborhood (NL) Zones → Narrow residential frontage width (<50') and closely-spaced driveways → Lower-than-expected on-street parking capacity per property (e.g., 1 car/property)
C-05	Excessive No Parking red curb zones taking up available on-street parking space near intersections → Constrained on-street parking supply
C-06	No Parking areas near fire hydrants taking up available on-street parking space → Constrained on-street parking supply
C-07	"Space saving," using trash cans or dumpsters to deter/prevent others from parking, or to reserve for later on-street parking space for oneself or guest(s) → Constrained on-street parking supply
C-08	Legal "double-parking" on-street due inattention to basic parking etiquette → Constrained on-street parking supply
C-09	Legal "double-parking" on-street to deter/prevent others from parking, or to reserve for later on-street parking space for oneself or guest(s) → Constrained on-street parking supply
C-10	Long "No Parking" time frames (e.g., 4 hours) during street sweeping activities → Constrained on-street parking supply
C-11	Very narrow street widths (e.g., less than 24 feet curb-to-curb) with "No Parking" on one side → Constrained on-street parking supply
C-12	New developments not providing adequate on-site parking facilities to satisfy generated parking demands → New projects offload parking supply burden to nearby/adjacent public streets → Constrained on-street parking supply
C-13	Lack of parking enforcement on vehicles exceeding allowable curbside parking duration (temporary green curb zones) → Reduces parking turnover rate and prevents other customers from potentially utilizing the space → Customers of local/nearby businesses parking on residential streets → Higher-than-expected on-street parking demand
C-14	Apartment/condo complexes (e.g., Calden Apts.) not providing residents enough on-site/off-street parking per unit → Lack of available off-street parking space → Constrained on-street parking supply
C-15	Apartment/condo complexes charging residents high fees to park on-site/off-street → Apartment/condo residents opting to park on residential streets → Constrained on-street parking supply
Demand Issues and Causes	

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Parking Issue (PI)	
PI#	Sequence chain of on-street parking issues and effects
D-01	Unaccommodated parking demands in certain heavily-parked areas (Non-PPD related) → Spillover parking onto adjacent/nearby streets/blocks → Higher-than-expected on-street parking demand
D-02	Not enough parking permits per household → Unaccommodated parking demands on overcrowded Preferential Parking Districted (PPD) streets → Spillover parking onto adjacent/nearby streets/blocks → Higher-than-expected on-street parking demand
D-03	Unaccommodated parking demands from other, overcrowded streets/blocks (Neighboring city, e.g., Cudahy) → Higher-than-expected on-street parking demand
D-04	Unaccommodated parking demands from nearby/adjacent restaurants and bars → Higher-than-expected on-street parking demand
D-05	Businesses using nearby/adjacent residential streets to park business-related vehicles → Cars For Sale → Higher-than-expected on-street parking demand
D-06	Businesses using nearby/adjacent residential streets to park business-related vehicles → Cars requiring service repair/maintenance → Higher-than-expected on-street parking demand
D-07	Resident in possession of extraneous vehicles requiring parking → Company/work vehicle(s) in addition to personal vehicle → Higher-than-expected on-street parking demand
D-08	Lack of code enforcement on non-permitted business out of homes → Residence generating non-residential traffic and customer-parked vehicle(s) → Higher-than-expected on-street parking demand
D-09	Lack of Parking Enforcement → Perpetuation/continuance of violations and improper on-street parking occupancies → Higher-than-expected on-street parking demand
D-10	"Space saving," parking or storing vehicles in an on-street parking space to deter/prevent others from occupying the space, or to reserve for later on-street parking space for oneself or guest(s) → Forces car parking from private property onto the street
D-11	Socioeconomic constraints (low income, high unemployment, low education) → High cost of living / low affordability → High population density: too many households/parcel (e.g., converted garages into dwelling space) → Too many cars per property
D-12	Socioeconomic constraints (low income, high unemployment, low education) → High cost of living / low affordability → High population density: too many families per dwelling → Too many cars per property
D-13	Population density: too many people per family (driving-aged members vs. family size) → Too many cars per property
D-14	Occurrence of multiple dwelling units per parcel (detached accessory dwelling units (ADUs) or "granny flats") → Population density: too many households/parcel & people/families per dwelling → Too many cars per property
D-15	Lack of opportunities/reasons to stay local → High auto dependency/ownership → Too many cars per property
D-16	Lack of viable options to switch travel modes → High auto dependency/ownership → Too many cars per property
D-17	Running personal errands requiring multiple, spread-out trips to various destinations → Lack of available solutions more timely than single-auto use for running errands → High auto dependency/ownership → Too many cars per property
D-18	Lack of code enforcement on non-permitted covered garage-to-living space conversions → High population density: too many families per dwelling → Too many cars per property → Higher-than-expected on-street parking demand
D-19	Nowhere to safely store bicycle for convenient use → Lack of bicycle facilities → High auto dependency/ownership → Too many cars per property
D-20	Limited public bikeway infrastructure → Lack of bicycle facilities → High auto dependency/ownership → Too many cars per property
D-21	Long commute distances requiring auto travel → High auto dependency/ownership → Too many cars per property
D-22	Limited public education about biking options → High auto dependency/ownership → Too many cars per property
D-23	Inconveniently long distance to transit facilities → Limited use of mass transit as an alternative transportation mode → High auto dependency/ownership → Too many cars per property

Citywide On-Street Parking Action Plan - Index of Issues and Concerns

City of South Gate, CA

Parking Issue (PI)	
PI#	Sequence chain of on-street parking issues and effects
D-24	Lack of availability of more suitable transit facilities (e.g., subregional light-rail services) for commuting, recreation and errands → Limited use of mass transit as an alternative transportation mode → High auto dependency/ownership → Too many cars per property
D-25	Access to mass transit services insufficient to the level of considering replacing personal auto → Limited use of mass transit as an alternative transportation mode (also impacts Walk Score) → High auto dependency/ownership → Too many cars per property
D-26	Mass transit ridership costs not cost-effective enough to the level of considering replacing personal auto → Limited use of mass transit as an alternative transportation mode → High auto dependency/ownership → Too many cars per property
D-27	Limited means of getting from bus stops to final destinations → Limited use of mass transit as an alternative transportation mode → High auto dependency/ownership → Too many cars per property
D-28	Low "walkability" (i.e., walking distance to amenities) from residential neighborhoods → Low- to moderately low "Walk Score" → High auto dependency/ownership → Too many cars per property
D-29	Low "pedestrian friendliness" (i.e., mix of population density, block length, intersection density) for residents
D-30	Employers reserving off-street parking spaces for their clients → Employees from local/nearby businesses parking on residential streets → Higher-than-expected on-street parking demand
D-31	Lack of designated employee parking areas for businesses → Employees from local/nearby businesses parking on residential streets → Higher-than-expected on-street parking demand
D-32	Lack of available space within designated employee parking areas for businesses → Employees from local/nearby businesses parking on residential streets → Higher-than-expected on-street parking demand
D-33	Lack of conveniently-located employee parking areas for businesses → Employees from local/nearby businesses parking on residential streets → Higher-than-expected on-street parking demand
D-34	Lack of safety/security provisions within designated employee parking areas for businesses → Employees from local/nearby businesses parking on residential streets → Higher-than-expected on-street parking demand
D-35	Lack of enforcement of improperly parked employee vehicles on residential streets → Higher-than-expected on-street parking demand
D-36	Inadequate guidance (wayfinding signage) for motorists to locate public (city-owned) parking lots → Underutilized public lots → Customers of local/nearby businesses parking on residential streets → Higher-than-expected on-street parking demand
D-37	Inadequate guidance (digital location information) for motorists to identify and navigate to public (city-owned) parking lots → Underutilized public lots → Customers of local/nearby businesses parking on residential streets → Higher-than-expected on-street parking demand
D-38	Lack of information for motorists to see how much public parking is available/open, and where → Underutilized public lots → Customers of local/nearby businesses parking on residential streets → Higher-than-expected on-street parking demand
D-39	Public parking lots do not feel "safe enough" for many users → Underutilized public lots → Customers of local/nearby businesses parking on residential streets → Higher-than-expected on-street parking demand
Capacity and Demand Issues and Causes	
C/D-01	Resident parking large commercial vehicle (e.g., towing or construction truck) brought home from work on the street, often encroaching on multiples spaces → Constrained on-street parking supply + Higher-than-expected on-street parking demand
C/D-02	Non-residential sites (church) generating visitor parking spillover onto adjacent/nearby streets/blocks → Higher-than-expected on-street parking demand



Citywide On-Street Parking Action Plan - Index of Issues and Concerns

City of South Gate, CA

Parking Issue (PI)	
PI#	Sequence chain of on-street parking issues and effects
C/D-03	Non-residential sites (adjacent business weekend events) generating visitor parking spillover onto adjacent/nearby streets/blocks → Higher-than-expected on-street parking demand
C/D-04	Non-residential sites (public park facilities) generating visitor parking spillover onto adjacent/nearby streets/blocks → Higher-than-expected on-street parking demand
C/D-05	Staff and/or faculty members of grade schools parking on adjacent/nearby residential streets → Constrained on-street parking supply + Higher-than-expected on-street parking demand
C/D-06	Parents of grade school students parking on adjacent/nearby residential streets to drop off or pick up their children during the AM and early PM peak traffic hours → Constrained on-street parking supply + Higher-than-expected on-street parking demand
C/D-07	East L.A. College (ELAC) parking permits too expensive → ELAC students opting not to purchase off-street parking permits → ELAC students parking on adjacent/nearby residential streets → Constrained on-street parking supply + Higher-than-expected on-street parking demand
C/D-08	Resident in possession of extraneous vehicles requiring parking → Personal registered vehicles not intended for active use → Vehicle(s) parked/stored on-street and moved 48 hours at a time or on trash pick-up/street sweeping days without being used → Constrained on-street parking supply + Higher-than-expected on-street parking demand
C/D-09	Resident in possession of extraneous vehicles requiring parking → Personal registered vehicles not intended for active use (advertising For Sale) → Vehicle(s) parked/stored on-street for longer than 72 hours → Constrained on-street parking supply + Higher-than-expected on-street parking demand
C/D-10	Resident in possession of extraneous vehicles requiring parking → Personal registered vehicles not intended for active use (junk/disabled car requiring service repair/maintenance) → Deteriorating vehicle(s) stored on-site force working vehicles to park on the street → Constrained on-street parking supply + Higher-than-expected on-street parking demand
C/D-11	Resident in possession of extraneous vehicles requiring parking → Personal registered vehicles not intended for active use (junk/disabled car requiring service repair/maintenance) → Deteriorating vehicle(s) parked on-street for longer than 72 hours → Constrained on-street parking supply + Higher-than-expected on-street parking demand
C/D-12	Resident in possession of extraneous vehicles requiring parking → Personal unregistered vehicle → Vehicle(s) parked/stored on-street for longer than 72 hours → Constrained on-street parking supply + Higher-than-expected on-street parking demand
C/D-13	Resident in possession of extraneous vehicles requiring parking → Providing professional mechanic services for customers' vehicles requiring repair or maintenance → Vehicle(s) parked/stored on-street for longer than 72 hours → Constrained on-street parking supply + Higher-than-expected on-street parking demand
C/D-14	Street vending occurring on residential streets in the curbside parking lane → Constrained on-street parking supply + Higher-than-expected on-street parking demand

Notes:

- OSP: On-Street Parking, i.e., curbside space in the public right-of-way which could be utilized for the parking of vehicles
- A/B/C/D: On-Street Parking Utilization Factor most closely correlated with the identified issue's subsequent sequence of cascading effects and causal results
- A: Affects All Parking Utilization Factors
- B: Parking Behavior (Influences cars to park on the street rather than on private property)
- C: Capacity (Limits the normal/expected OSP capacity; Reduces the existing OSP space; Impedes opportunities to optimize/increase OSP storage)
- D: Demand (Increases the baseline traffic generation and/or the addition of parked cars on a given street)





4.3 - Strategies Supported by the Community

Public support for potential parking strategies was gauged from three different methods: (1) written/verbal comments, (2) a “show of hands” survey at community meetings, and (3) through online survey feedback. Table 6 depicts the most commonly mentioned parking strategies from the first of these methods. From 195 total written, verbal, e-mail and phone call-based responses, 108 (55%) of these included feedback that expressed support for five parking strategies, in particular:

- 1.) Creating New Preferential Parking Districts (PPDs) in Residential Areas on a Case-By-Case basis;
- 2.) Implement More Code/Parking Enforcement;
- 3.) Allowing for Driveway Widening to Accommodate More Off-Street Parking;
- 4.) Reduce 72-Hour On-Street Parking Time Limit to 24-Hours, and Issue Tickets; and
- 5.) Adding More Painted Curb Areas

Table 7 presents the results of the “show of hands” surveys, which openly polled citizens at the meetings by asking for a raised hand in favor of the stated parking strategy. The responses with the most and least favorable parking strategies were as follows:

Most Favorable Strategies:

- 1.) Increase Parking Enforcement
- 2.) Increase Code Enforcement
- 3.) Direct Involvement of Residents in the Solution
- 4.) Implement Parking Permit Programs (no-fee permits, preferably)
- 5.) Solution that Requires a Combination of Programs
- 6.) Striping Stalls on the Street
- 7.) Increase Parking Prohibitions (e.g., adding red curbs)
- 8.) Using Empty Parking Lots at Night (e.g., city/school lots)
- 9.) Partnership between City and Residents to Solve the Issues
- 10.) Incentives to Help Residents Use Their Driveways

Least Favorable Parking Strategies:

- 1.) Less Parking/Code Enforcement
- 2.) Improve Bus Transit
- 3.) Implement No Overnight Parking (regardless of permits)



TABLE 6
Most Commonly Mentioned Parking Strategies via
Written/Verbal/E-mail/Phone Feedback

Parking Strategy	Total	Zone	No. of Responses, By Zone
Create New Preferential Parking District (PPDs) - Case-by-Case Basis	34	1	5
		2	0
		3	0
		4	16
		5N/5S	13
More Code/Parking Enforcement	27	1	3
		2	0
		3	0
		4	15
		5N/5S	9
Allowing Driveway Widening	20	1	6
		2	2
		3	0
		4	5
		5N/5S	7
Reduce the 72-Hour On-Street Parking Time Limit to 24 Hours; Issue Tickets	20	1	1
		2	10
		3	4
		4	5
		5N/5S	0
Add More Painted Curb Areas	17	1	1
		2	1
		3	2
		4	8
		5N/5S	5



TABLE 7
Summary of “Show of Hands” Survey – Ranked by Level of Support

Topic/Recommendation	Zone	2	3	4	5	Totals		Rank		
	No. of Attendees	68	71	137	47	#	Avg. %	#	Avg. %	Avg.
Parking Enforcement - Yes	- 20%	- -	96 70%	25 53%	121 48%					1
Code Enforcement - Yes	14 20%	- -	49 36%	24 51%	87 36%					2
Solutions Require Help from Residents	27 40%	21 30%	- -	- -	49 35%					3
Parking Permits - Yes	14 20%	11 16%	36 26%	21 44%	81 27%					4
Free Parking Permits	- -	- -	44 32%	- -	44 32%					5
Solutions Require a Combination of Programs	34 50%	- -	14 10%	- -	48 30%					6
Striping Stalls on the Street - Yes	- -	21 30%	10 7%	20 42%	51 26%					7
Prohibiting Parking (e.g., add red curbing)	27 40%	- -	14 10%	- -	41 25%					8
Using Empty Parking Lots at Night (City/School)	17 25%	1 2%	- -	21 44%	39 24%					9
City and Residents Both Need to Solve	- -	20 28%	- -	- -	20 28%					10
Expanding Bus/Shuttle Service - No	- -	- -	33 24%	- -	33 24%					11
Incentives to help residents use their driveways	- -	16 23%	22 16%	- -	38 20%					12
2 Permits per HH Allowed?	7 10%	10 14%	19 14%	- -	36 13%					13
Widen Driveways; Add Off-Street Parking Space	14 20%	- -	- -	- -	14 20%					14
Striping Stalls on the Street - No	- -	- -	18 13%	- -	18 13%					15
Alternative Transportation (e.g., light rail transit) - No	- -	11 16%	- -	- -	11 16%					16
Business Incentives for free residential parking - Yes	- -	- -	16 12%	- -	16 12%					17
Ridesharing - No	- -	10 14%	- -	- -	10 14%					18
Parking Permits - No	- -	1 1%	8 6%	10 21%	19 9%					19
1 Permit per Household Allowed?	- -	- -	14 10%	- -	14 10%					20
Reduce Car Ownership - Yes	0 0%	15 21%	4 3%	- -	19 8%					21
Fix Problems with New Businesses causing issues	- -	4 5%	- -	- -	4 5%					22
Reduce Red Curbs	- -	15 21%	7 5%	8 17%	30 14%					23
3 Permit per Household Allowed?	- -	- -	6 12%	- -	6 12%					24
Educate Public about how to reduce parking issues	7 10%	- -	- -	- -	7 10%					25
Business Incentives for free residential parking - No	- -	- -	10 7%	- -	10 7%					26
Add Bike Lanes	- -	- -	- -	5 10%	5 10%					27
Expanding Bus/Shuttle Service - Yes	3 5%	- -	1 1%	4 8%	9 5%					28
Alternative Transportation (e.g., light rail transit) - Yes	1 1%	5 7%	- -	2 4%	8 4%					29
Bike-friendly policies	3 5%	- -	- -	- -	3 5%					30
Ridesharing with financing incentives - Yes	- -	4 5%	3 2%	- -	6 4%					31
Reduce Car Ownership - No	- -	3 4%	- -	- -	3 4%					32
Code Enforcement - No	- -	- -	1 1%	- -	1 1%					33
No Overnight Parking (regardless of permits)	- -	- -	- -	0 0%	0 0%					34
Improved Bus Transit?	0 0%	- -	- -	- -	0 0%					35
Parking Enforcement - No	- -	- -	0 0%	- -	0 0%					36

Note: The “Show of Hands” survey was not devised until after the Project Team’s meetings with community members from Zone #1; therefore, relevant response language and summaries shown in the table above reflects only feedback from Zones #2, #3, #4 and #5N/5S.



Table 8 presents the public feedback results to the online survey prompt, “Choose 3 solutions that could help solve the parking problems”. Only one potential on-street parking strategy—providing parking permits for residents on certain streets—garnered a majority level of support (60%). Other potential strategies as listed below were shown to have support from about 1 in 4 participants on average, indicating possibly that (1) the potential solutions to the parking issues should be expected to be more diverse than the issues themselves, and (2) that perhaps a neighborhood- or block-specific parking plan which leverages one or more these specific strategies from a suite of options and tailors them to local issues and conditions may be the preferred approach. The relatively low percent of agreement as to what solutions might best work to alleviate the parking problems might also indicate a lack of confidence in the effectiveness of those certain strategies.

Most Favorable Strategies – Online Survey (percent in agreement):

- Provide parking permits for residents on certain streets (60%)
- Mark parking spaces on streets (39%)
- Encourage residents to use their driveways and garages for parking (36%)
- More Parking/Police Enforcement (29%)
- Convert vacant railroad land to parking lots or structures (24%)
- Reduce on-street parking limit from 72 hours to 48 hours (or 24 hours) (21%)
- Require converted garages to provide adequate parking on property (21%)
- Allow owners to create parking pads on their property (18%)
- Allow the use of city, business, or school parking lots overnight (17%)
- Allow private driveways to be widened (16%)
- More Code Enforcement (14%)
- Other (e.g., overnight on-street parking restrictions; reduce car ownership; shared parking strategies)

Additional survey questions were answered pertaining to vehicle ownership, driveway/garage use, parking permits, city parking policy, level of willingness to engage in certain parking demand alleviation strategies, and basic information about the survey participant. The results of the public feedback on these survey topics is summarized below.



TABLE 8
Online Survey Response Summary
Q4: Choose 3 solutions that could help solve the parking problems

Total Number of Participants Surveyed:		762
Parking Strategy	# of Affirmative Responses	Percent Responded
Provide parking permits for residents on certain streets	456	60%
Mark parking spaces on streets	299	39%
Encourage residents to use their driveways and garages for parking	278	36%
More Parking/Police Enforcement	220	29%
Convert vacant railroad land to parking lots or structures	183	24%

Summary of Remaining Online Survey Topics

Topic Area: Vehicle Ownership

Q2: *How many cars do you and members of your household own?*

- **2 cars** – 289 responses (37.9%)
- **3 cars** – 286 responses (37.5%)
- **4+ cars** – 135 responses (17.7%)
- **1 car** – 50 responses (6.6%)
- **0 cars** – 2 responses (0.3%)



Q5: *Which of the following would encourage you to reduce the number of vehicles you own?*

- **None of the listed options** – 483 responses (63.4%)
- **Safe, pleasant paths to walk or bike to transit from my neighborhood** – 210 responses (27.6%)
- **Access to improved transit, including buses and light rail transit** – 141 responses (18.5%)
- **Information about public transit, such as routes and schedules** – 65 responses (8.5%)

Topic Area: Driveway/Garage Use

Q3: *Do you use your garage or driveway for parking your car(s)?*

- **Yes** – 702 responses (92.1%)
 - Garage or driveway – 667
 - Other [please specify]:
 - Garage used – 6
 - Apartment carport/space used, on-street if needed – 10
 - Garage No, but Driveway Yes – 19
- **I don't have a garage or driveway** – 62 responses (8%)
- **No** – 25 responses (3%)
 - Neither garage nor driveway used – 17
 - Other [please specify]:
 - On-street parking because driveway is inconvenient, unsafe or too narrow/short to use – 6
 - Driveway parking is prohibited by landlord – 2
- **Not specified** – 2 responses (0.3%)

Topic Area: Parking Permits

Q8: *If parking permits become a solution, how many per household should be provided?*

- **Two per household** – 356 responses (47%)
- **One per household** – 317 responses (42%)
- **Three per household** – 89 responses (12%)



Topic Area: City Parking Policy

Q7: *Should the City develop policies to attempt to...*

- **Encourage the use of garages and driveways** – 409 responses (54%)
- **Create a citywide parking district (requires permits)** – 396 responses (52%)
- **Create parking districts on certain streets (requires permits)** – 323 responses (42%)
- **Allow residents to widen their driveways to park more cars** – 297 responses (39%)
- **Create more parking on the street** – 275 responses (36%)
- **Allow residents to create parking pads on their property** – 271 responses (36%)
- **None of the listed options** – 13 responses (2%)

Q9: *Do you think the best solution requires:*

- **A combination of city implementing policies and residents adopting new behaviors** – 574 responses (75%)
- **The City implementing policies** – 109 responses (14%)
- **Residents adopting new behaviors** – 50 responses (7%)
- **No opinion** – 29 responses (4%)

Topic Area: Parking Demand Alleviation Strategies

Q6: *Would you be willing to do any of the following to alleviate parking problems in the City?*

- **Use my garage and driveway for parking** – 387 responses (51%)
- **None of the listed options** – 191 responses (25%)
- **Use shuttles or ride-share, such as Uber or Lyft** – 143 responses (19%)
- **Ride a bicycle or walk to my destination, or to transit, whenever possible** – 132 responses (17%)
- **Use public transit, buses and/or light rail transit** – 104 responses (14%)
- **Reduce the number of cars that I and/or members of my household own** – 84 responses (11%)
- **Other (please specify)** – 64 responses (8%)
 - **Already use driveway and/or garage to park vehicles, with little to no on-street parking use** – 38
 - **Would purchase a parking permit** – 7
 - **Other responses** – 19



Survey Participant Information

Q12: *In which “Zone” do you reside?*

- **Zone 3 - California Ave. to Alexander Ave.** – 191 responses (25%)
- **Zone 2 - Long Beach to California Ave.** – 187 responses (25%)
- **Zone 4 - Alexander Ave. to LA River** – 168 responses (22%)
- **Zone 1 - Alameda St. to Long Beach Bl.** – 110 responses (14%)
- **Not specified** – 56 responses (7%)
- **Zones 5N and 5S - East of LA River to East City Limit** – 50 responses (7%)

Q10: *How long have you lived in South Gate?*

- **More than 15 years** – 529 responses (69%)
- **6 – 15 years** – 142 responses (19%)
- **1 – 5 years** – 84 responses (11%)
- **Less than 1 year** – 7 responses (1%)

Q11: *What is your age group?*

- **31 – 50 years** – 455 responses (60%)
- **18 – 30 years** – 224 responses (29%)
- **51+ years** – 83 responses (11%)

4.4 - Analysis of Public Feedback

The community outreach effort was a key component of the process for understanding the existing parking perceptions and conditions in each neighborhood zone throughout the City. Public, business owner, and community stakeholder input, sought through both live meetings and online surveys, provided the Team with valuable insight into the existing parking challenges which are perceived by the public as being the most important to discuss, as well as which strategies are the most widely-supported and ought to be prioritized in addressing these problems. In comparing the public’s feedback of each side on this matter—i.e., identifying the problems versus developing the relevant solutions—it appears there is a consensus around providing a better, more *consistent structure* behind the way that on-street parking is consumed, managed and regulated. Despite the number of complaints about poor parking behavior from neighbors, people do in fact seem to understand that the parking problem is largely driven by the residents themselves, and therefore a joint effort between the community and city would provide the most effective solution.



Based on the three modes of public feedback—in-person “show of hands” responses, verbal/written feedback, and online survey responses—the approach residents seem most interested in taking is to improve the enforceability, and self-enforceability, of on-street parking issues. The parking strategies with the highest levels of agreement revolve around attempts to structuralize the residential on-street parking supply and establish a better sense of order (e.g., marked on-street parking stalls, residential parking permits/zones, increased parking enforcement) while also providing promising opportunities for residents to better accommodate their parking demands off of the street (e.g., incentivization/encouragement programs to promote driveway and garage use; allow front driveway widening; adding “red tipping” curb paint at driveway edges to improve driveway sight and clear access; converting vacant railroad land to residential parking).

On-street parking structuralization, which has its costs as discussed below, comes in the form of measures such as marking out visible parking stalls on the street, or establishing new Preferential Parking Districts (PPD) where supported by adjacent residents on a particular street. PPDs, for instance, help to provide a consistent means to provide residents a reserved space to park on their neighborhood street. PPDs also force the behavior of utilizing private driveways first, rather than the on-street space.

Similarly, marked on-street parking stalls also provide a self-regulating benefit, forcing residents to prioritize their driveways and garages while also maintaining an increased sense of balance of the remaining on-street parking congestion. This is due to the fact that while striping uniformly-spaced and designed parking stalls replace the disordered overcrowding of bumper-to-bumper on-street parking, they also typically result in fewer available spaces on the street. Additionally, some residents consider block-wide parking stall markings to be an unsightly neighborhood feature. Nevertheless, on-street stalls do allow for the disambiguation of otherwise open parking space along the curb. This provides a useful solution to poor parking behaviors such as double-parking; reserving on-street parking with dumpsters or trash cans; parking too close to adjacent cars without sufficient room for others to pull out; overcrowding the street with parked cars and diminishing driveway sight distance; or partial blocking of driveways with parked cars.

A third major concern in this area was related to complaints of improperly parked vehicles occupying on-street parking space that should otherwise be made available for other residents. The public voiced a desire to increase existing rules by code and parking enforcement to eliminate problems affecting the available on-street parking supply, such as the storing of personal cars on the street for sale or repair, running unapproved businesses



from a residence and generating excessive on-street parking from customers; and residents storing their business vehicles on the street while using their driveways for personal cars.

Areas of disagreement, or lack of clear consensus, with the above sample strategies and approaches were found within the specifics of each program, such as:

- Whether PPDs should be established on a citywide basis (similar to the neighboring City of Cudahy which prohibits all overnight parking without permit on a city-wide scale), on a zonal/neighborhood basis in order to minimize shifting parking problems from one street to the other, or simply on a street/block basis which is the current practice in the City.
- Whether to stripe parking stalls on the street at all, or whether the location of such facilities should be studied and approved on a case-by-case basis.
- Whether independent parking lots made possible through the creation of a shared-use agreements with adjacent non-residential properties or converting railway land to residential parking is suited for the local community, would provide the intended solution to the existing parking demand, and would not instead create an even greater parking demand.

Along with other similar measures, the full picture of the community's feedback shows that, at the risk of potential tradeoffs and some conflict between neighboring parties, the vocal public is generally willing to work with the City and be flexible when it comes to increasing parking regulations and enforcement in order to provide a more consistent and structured on-street parking environment.

4.5 – Outreach with Business Owners and School Officials

On June 3, 2019, Minagar & Associates, Inc. along with the City of South Gate staff attended a public meeting held with business leaders and neighborhood schools to discuss the Citywide Parking Study in relation to business and school operations throughout the City. Unified School District officials were invited to the meeting; however, none were present. Therefore, as only business representatives were present, the primary issues raised, and their relative responses from the City and Project Team, included the following salient items pertaining to business-related parking challenges:

- Q: Who will issue parking permits for public parking lots along Tweedy Boulevard?
 - A: *Issuance of parking permits for City-owned lots Tweedy is yet to be decided. Presently, the existing lots are open to the public during normal business days free of charge and without the requisite of a parking permit.*
- Q: Who will accept liability for any vehicle stored in public lots overnight?



- *A: The City of South Gate maintains primary liability within City-owned/public parking lots.*
- Q: Does the City plan to issue permits for some residential areas?
 - *A: This is yet to be decided; however, it is very likely that the existing Preferential Parking District (PPD) will be expanded in the future on a case-by-case basis.*
- Q: Is the City looking into future land for parking lots/structures?
 - *A: No, not at this time.*
- Q: Can a business owner purchase land and create a parking lot to charge residents for parking use?
 - *A: Yes, a private business owner may do so and charge residents fair-market fees to utilize such parking facilities based on the given parking supply and demand.*

5 - Parking Management Strategies Toolbox

5.1 - Synthesis of Parking Issues and Challenges

The following section presents a detailed collection of the on-street parking issues and challenges both observed in the field and raised by concerned citizens in the public forums at each of the City’s community outreach meetings. Strategies and potential solutions to address each issue are presented in the next section.

Issue: Population Density – High Number of Residents per Property Increases the Parking Demand

Primary Cause/Factor(s):

- Multiple Dwelling Units per Parcel (e.g., detached accessory dwelling units (ADUs) or “granny flats”)
- Multiple Families per Dwelling Unit (e.g., converted garages into dwelling space)
- Family Size / Number of Driving-Aged Members
- Socioeconomic Factors (high cost of living; high unemployment; low income; low education levels)

Discussion: “Too Many Drivers/Cars per Household” was the most common issue raised by concerned citizens at each of the public outreach meetings. According to historical data





tracked by the City of South Gate, in recent years there have been approximately 23,400 households located on 13,000 residentially-zoned parcels in the City (~1.8 households per parcel), and a household density of 3,182 per square mile which far exceeds the County average of 280 households per square mile. These factors reflect a higher-than-average number of residents, which in turn yields a high level of car ownership and thus high demand for parking.

The fifth most commonly raised concern by citizens at the public outreach meetings was that other residents in the community have “multiple cars parked” on the street. Given that most residential properties allow curbside frontage for only a single car (in some cases two), for there to be reports of “multiple cars” parked on the street by a single property would indicate a large number of residents living within the property in question, if those vehicles could not be accommodated within that property’s driveway or garage. It is also important to note that in accordance with the City of South Gate’s zoning code standards, property owners intending to build a granny flat/secondary unit shall also provide a minimum of one (1) 10’x20’ on-site paved parking space for the second dwelling unit. It is unclear, however, if and how this requirement is regulated or the degree to which it is successful in effectively keeping any such additional parking demand generated by the occupation of ADU within the property and off of the street.

Issue: “Lack of Available Off-Street Parking Spaces”, Forcing More Cars to be Parked on the Street

Primary Cause/Factor(s): “Lack of Available Off-Street Parking” was a frequently raised issue identified throughout the public outreach process. The opinion statement in itself could be interpreted to mean that either there is an actual parking supply deficiency within the private property limits, or that there is a lack of *convenient* parking or access to parking on a private property. As discussed below, for single-family homes it is estimated that the off-street parking supply of any given residence should be sufficient to accommodate a normal demand of parked cars. In the absence of factors external to zoning regulation such as auto dependency or number of families per household, this may not be the case in very unique situations such as properties without a garage, without a driveway, or without reasonable access to either the driveway or garage due to special characteristics of the lot such as configuration, sizing or location (e.g., some street corners). Since the scope of the *Citywide Parking Study* data collection effort was primarily limited to that of on-street parking, it cannot be verified at this time whether there indeed is lack of available off-street parking, when and/or where it occurs, or the extent to which it affects on-street parking utilization during such times and in what areas. Nevertheless, a relatively large number of residents have vocalized concerns about this being an ongoing issue, for example, with apartment complexes and/or condominium tracts providing residents with only one (1) on-site space per unit.



Discussion: “Lack of Off-Street Parking Spaces” was the second most common issue raised by concerned citizens at each of the public outreach meetings, and the fourth most common issue raised in the online surveys. A sampling of several different neighborhoods throughout the City estimates that on average, the paved driveway length behind the sidewalk for a typical low-density residence in South Gate is 95 feet. This does not include the expanded area of driveway which flares out to meet the width of the garage entrance toward the back of the lot (+2 extra spaces), or the paved drive within the garage space itself (+2 spaces).

This would mean that on average, between 4 and 8 passenger cars may be parked off-street at a given residence. Based on ITE’s “Parking Generation” Manual (4th Edition), on a national average scale single-family homes generate a peak weekday parking demand of 1.83 parked cars per dwelling unit. Even assuming a secondary dwelling unit on the property, the peak parking demand for a single-family residence comparable to that which may be found throughout South Gate would be $2 \text{ DU} \times 1.83 \text{ Spaces/DU} = 3.66$, or 4 parking spaces, which can be accommodated by the typical South Gate driveway.

Therefore, in order for a given residential neighborhood in South Gate to have an actual off-street parking deficiency, the peak number of automobiles parked at a residence would need to exceed 4 cars, which is likely to occur if the number of driving-age residents per household exceeds the national average accounted for in ITE’s parking rates. Alternatively, an apparent “lack of off-street parking spaces” could be attributed to a multi-family residential site such as an apartment complex or condominium homes, of which the peak parking rates established by ITE are 1.23 and 1.38 parked cars per dwelling unit, respectively.

While multi-family off-street parking facilities were not surveyed as part of this study, if it were the case that these sites do not provide a sufficient number of on-site parking spaces to cover the 1.23 or 1.38 spaces/DU parking ratio, then a spillover of the tenants’ parked cars into the surrounding residential neighborhood could be occurring in those areas, and would better account for complaints about there being a lack of available off-street parking.

Issue: Lack of Parking Enforcement, Leading to Offenders Continually Violating the Parking Code Impunitively and Contributing Further to Poor Parking Utilization

Primary Cause/Factor(s): Need for Improved Reporting System; Parking Enforcement Possibly Preoccupied with Checking Other Areas; Potential Lack of Staff Resources

Discussion: Many residents have raised concerns regarding the lack of enforcement of on-going parking violations, both during routine time periods when parking is prohibited during a fixed, scheduled period of time (e.g., street sweeping hours, Preferential Parking District time windows) and other unscheduled times when an improper parking violation



is called in and reported to the Police Department and no subsequent action is taken against the violator. The repeated lack of enforcement of the Parking Code in these instances encourages violators to perpetuate improper parking behavior which contributes to the poor utilization of on-street parking.

Issue: Long Driveway Lengths Disincentivize Parking on One's Own Driveway

Primary Cause/Factor(s): Garage-in-Back Residential Lot Layout.

Discussion: Long driveway lengths are a causal factor tied to the lack of private driveway/garage use for parking, which was rated as the second most common issue raised in the online surveys (fourth most common issue from the verbal/written feedback). The vast majority of residential lots are laid out with the garage unit in the back of the lot, which lend to long and narrow driveway configurations that widen only at the back of the lot, instead of at the front of the property near the street as with garage-in-front layouts. This configuration disincentivizes parking in driveways—thereby increasing the use of on-street space—due to the impaired ability for multiple parked cars on-site to quickly and selectively pull in or back out of the driveway.

Issue: Narrow Driveway Widths Disincentivize Parking on One's Own Driveway

Primary Cause/Factor(s): Driveway Widths Less Than 16 Feet

Discussion: Narrow driveway width is also a causal factor linked to the lack of private driveway/garage use for parking, which was rated as the second and fourth most common issue raised in the online survey and verbal/written feedback forum, respectively. The current Zoning Code requires that driveway widths be limited to the width necessary to access the permitted parking spaces. In the vast majority of cases in South Gate, this means providing the minimum width necessary (as low as 8 feet) to allow a standard passenger car to simply reach the garage. Unless the property owner elects to voluntarily widen the driveway independently, this unfortunately limits the average single-family residence to a one-car width driveway, which impairs the ability for multiple parked cars to quickly and selectively pull in or back out, and thereby disincentivizes the use of the private driveway as the resident's first option for parking.



Issue: Poor Sight Distance Pulling In/Out Disincentivizes Parking on One's Own Driveway

Primary Cause/Factor(s):

- Fixed visual obstructions near the driveway (block walls, gates, fences, sharp/perpendicular turning angles).
- Non-Fixed visual obstructions near the driveway (passing by traffic, platoons of students walking on the sidewalk, other on-street parked cars)

Discussion: Poor driveway sight distance is another causal factor linked to the lack of private driveway/garage use for parking. Visual obstructions make it difficult, time-consuming and in some cases unsafe to pull out of and/or into a given driveway. This challenges the driver to prioritize using the driveway to park over an on-street space, which encounters fewer sight distance obstructions and thus an easier, faster, and safer parking experience.

Issue: Driveway Gating Blocks Access and Disincentivizes Parking on One's Own Driveway

Primary Cause/Factor(s): Security gates.

Discussion: The voluntary use of security gates, and thus the blocked access to one's own garage, is another factor which contributes to many residents parking on the street instead of in their own driveway or garage. For security purposes, many residents install legal wrought iron security gates or chain-link fences along their property line at the entrance of their driveways. Unfortunately, in such situations for vehicles to be parked on the property this requires drivers to spend an excessive amount of time temporarily stopping to exit their vehicle, unlocking and opening the security gate, re-entering the vehicle, pulling up into the driveway, parking and exiting the vehicle, and then returning to the gate to close and re-lock it. The need to open and close driveway gates to gain access to the property and garage thereby disincentivizes the use of driveways and increases parking utilization on the street.



Issue: “Space Saving” on the Street Disincentivizes Parking in One’s Own Driveway

Primary Cause/Factor(s):

- Parking on the street (or placing trash cans or dumpsters) first before using one’s own driveway as a deterrent or preventative means from others parking in front of the subject’s home.
- Parking in front of a neighbor’s property to ensure an on-street space at the subject’s own home for guests.

Discussion: Residents engaging in practices to reserve on-street parking spaces directly ties to the problem of deprioritizing the use of one’s own private driveway/garage, which was rated as the second most common issue agreed upon by online survey participants, and the #4 most common issue identified from the verbal/written feedback responses. Residents typically do not want others parking in front of their home, mainly to ensure that the space is made available for their own use or for guests, but also because an implicit (but not legal) entitlement of ownership over the public space along one’s own frontage. The need for “space saving” thus causes residents to prioritize parking on the street and disincentivizes the use of one’s own driveway, thereby increasing parking utilization on the street.

Issue: Employees from Local/Nearby Businesses Are Parking in Residential Areas, Reducing the Available On-Street Parking Supply for Residents

Primary Cause/Factor(s): Typically caused by (1) employees not following the direction of employers to park in specific areas where there are minimal residential uses, designated for employee parking; or (2) employers not giving any specific direction as to where employees should park resulting in employees locating the nearest available (residential) on-street space near the business site; or (3) employers not providing sufficient off-street parking for employees.

Discussion: Many residents who live near commercial and retail centers have complained about the constant overflow of employees of certain businesses parking on residential streets adjacent to the business. This increases the on-street parking demand in those residential areas and reduces the available space which would otherwise be available for residents’ use.



Issue: Business Customers Parking in Residential Areas Located Near Commercial Areas- Instead of Using Private or Public Parking Lots, Occupying Nearby Residential On-Street Parking that could otherwise be Used by Residents

Primary Cause/Factor(s):

- Inadequate (Wayfinding) Information for Motorists to Locate Public Parking Lots
- Lack of Information for Motorists to see how much Public Parking is Available/Open

Discussion: Based on a weekday survey of available City-owned parking lots in South Gate, it was determined that most of the City's public parking lots are left underutilized throughout the majority of the day. It is reasonable to estimate that where drivers who do not know about or choose not to park in these lots alternatively park in nearby residential areas, this activity contributes to the added on-street parking demand in residential neighborhoods near the thresholds to commercial centers.

Issue: Cars are Parked and Stored On-Street for Longer than 72 Hours, Reducing the Available On-Street Parking Supply for Residents with Active Parking Needs

Primary Cause/Factor(s): Lack of convenient (or available) space on the private residence to store a vehicle which is intended not to be used.

Discussion: The State of California Vehicle Code (CVC Section 22651(k)) provides local jurisdictions with the authority to tow away vehicles that have been parked or left standing upon the public roadway for 72 or more consecutive hours in violation of the local ordinance authorizing such removal. When car owners violate this law by exceeding the 72-hour on-street parking duration without moving or relocating their vehicle, this prevents others from being able to use the space which effectively reduces the available on-street parking supply.

Issue: Vehicle Repair and Maintenance Occurring within the Public Right-of-Way, Occupying On-Street Parking Space that could otherwise be Used by Residents.

Primary Cause/Factor(s): Both professional mechanics using public roadways to temporarily store and/or conduct auto repairs, and private residents performing their own auto repairs on the street.

Discussion: Citizens have complained about automotive shops using residential streets as overflow areas to park vehicles to be worked on. In addition, many private residents



attempting to save money by performing their own repairs (not including motorists making emergency repairs on vehicles that break down while operating on city streets) end up doing so alongside the curb on residential street because of lack of access to driveways or private garages. In addition to affecting “quality of life” standards in some neighborhoods and potentially posing a safety risk where automotive work is being conducted adjacent to a travel lane, the vehicle in repair often stays on the street for several days, occupying a parking space that could otherwise be used by other residents.

Issue: Car Sales Occurring on the Street, Occupying On-Street Parking Space that could otherwise be Used by Residents

Primary Cause/Factor(s): Individuals Parking Cars on the Street for the Sole Purpose of Advertising them For Sale

Discussion: Pursuant to the authority granted to the City of South Gate by Section 22651.9 of the California Vehicle Code (CVC), under certain conditions the City is permitted to tow away vehicles for being improperly parked for the purposes of advertising the vehicle for sale. Nevertheless, citizens have complained about various individuals in their neighborhoods parking cars with “For Sale” signs on residential streets, and in some cases businesses using city streets as de facto used car storage areas to sell used vehicles. In addition to posing a potential safety hazard by creating distractions for drivers and pedestrians, and inviting prospective buyers into the roadway to examine the vehicle for its price tag or other physical conditions, the presence of the parked vehicles reduces the available on-street parking supply for the adjacent residents.

Issue: Automobile Dependency Increases Car Dependency and Thus Increases Parking Demand

Primary Cause/Factor(s): Lack of Better Non-Motorized Travel Mode Options, such as:

- Limited Bicycle Facilities
 - **Discussion:** There are 125 miles of streets in the City of South Gate, and only 7.3 miles of bike lanes (i.e., bike lanes on less than 6% of city streets). In addition to other important aspects such as commute distance, distance to transit facilities, and public education about biking options, the limited bikeway infrastructure is a partial contributor to the public’s lack of use of bicycling as an alternative mode of travel to autos.
- Lack of More Suitable Transit Facilities (i.e., Light-Rail Service)
 - **Discussion:** Existing transit in South Gate consists of Metro Local Bus lines and the City of South Gate’s *Get Around Town Express (GATE)* local transit bus





system. There is currently no convenient connection to the regional rail network or alternative transportation options to reach regional destinations from within the City. The nearest Metro station is nearly one (1) mile west of city limits, at the Firestone Boulevard/Blue Line Station in Los Angeles. This limited access to the regional mass transit system is another partial contributor to the public's lack of use of alternative travel modes compared to auto travel.

- Long Block Lengths / Walking Distances
 - **Discussion:** Long block lengths disincentivize walking as viable mode of transportation. The average block length in Los Angeles is about 600 feet. In South Gate, typical block lengths include 800 and 900 feet throughout the City. A commonly cited rule is that ¼ mile is the maximum acceptable distance a person is willing to walk to access his/her local transit system. Looking at Zone 1 Central (Alameda to Long Beach Boulevard, north of Tweedy Boulevard), however, where east-west blocks extend up to 1,400 feet (1/4 mile), it is unlikely that any residents in these neighborhoods routinely walk to their destinations and that auto dependency is very high.

Issue: Moderately Low “Walk Scores” in Residential Neighborhoods Increases Car Dependency and Thus Increases Parking Demand

Primary Cause/Factor(s): Long travel times/distances to reach amenities on foot

Discussion: The *Institute of Transportation Engineers* (ITE) recently reported on an urban multi-family residential parking study conducted in 2015, in which one of the factors determined to mostly likely correlate with parking utilization was “Walk Score”. Walk Score is a metric developed by a private company comprised of a board of transportation and urban planners, as well as leading academic researchers, which measures the walkability of an address.

Although limited in its methodology (does not calculate whether there are sidewalks, how many lanes of traffic one must cross, how much crime occurs in the area, or typical weather conditions for walk), the score provides a generally accepted measure of how readily errands can be accomplished on foot for a given location. The score is calculated by analyzing hundreds of walking routes and walk times to nearby amenities, through a cross-cutting analysis of data sources such as Google, Education.com, Open Street Map, the U.S. Census, Localeze, and community user-added places.

Minagar & Associates, Inc. performed a select sampling of different neighborhoods in South Gate which showed that, while some areas near commercial districts (e.g., Tweedy Boulevard, Long Beach Boulevard) rank in the high-70s and high-80s (“Very Walkable”),



most residential neighborhoods have a Walk Score in the low- to mid-60's ("Somewhat Walkable") which rank in the category just above "Car Dependent" according to Walk Score®.

Issue: Narrow Residential Frontage Width (<50') Allows for Limited On-Street Parking Space

Primary Cause/Factor(s): Small Lot Configurations within Low-Density Neighborhood (NL) Zones.

Discussion: Lot widths less than the normal standard of 50' (e.g., 30', 33', 40') allow for only one (1) on-street parking space, whereas the normal standard 50-foot width for residential lots within NL zones allow for two (2) on-street parking spaces.

Issue: Residents Converting Garages into Dwelling Space, Preventing Garage Storage for Parked Cars and Incentivizing Residents to Park on the Street

Primary Cause/Factor(s): Unchecked zoning code violations on the permitted conversion of garage space into a living space per the City's Code and requirements of the South Gate Community Development Department.

Discussion: Some residents have complained about neighbors using their garage space as an unpermitted dwelling unit—in certain cases aside from an existing ADU in the backyard—which simultaneously adds an unpermitted parking demand at the residence and eliminates two on-site parking spaces. This contributes to both an increase in parking demand and a reduction in the available on-street parking supply since the added vehicles are more likely to park on the street than in the driveway.

Issue: Residents Using Garages as Storage Space for Personal Belongings or Non-Operational Vehicles, Preventing Garage to be Used for Parking Purposes and Incentivizing On-Street Parking

Primary Cause/Factor(s): Basic practice of accumulating more possessions than can be stored within the dwelling unit or readily disposed of (or repaired and registered/insured, in the case of non-operational vehicles deteriorating in the garage space).

Discussion: Some residents have complained verifying that their neighbors parking multiple vehicles on the street and not in garages, because there is no room to fit a vehicle due to the storage of personal goods. The use of a garage for storing goods is not illegal; however, the behavior does contribute to the lack of private off-street parking storage space which should be utilized before attempting to store cars on the street. An in-depth



study conducted by UCLA of 32 dual-income families in Los Angeles found that 75% of middle-class Angelenos no longer use garages for cars; rather, the storage space is used for accumulated belongings and household clutter such as construction materials, excess furniture, toys, and other miscellaneous material goods (source: <https://link.springer.com/article/10.1007/s10834-006-9052-5>). This causes more vehicles to spill out from residential driveways and onto the side of the street, reducing the available parking supply for other residents.

Issue: Unaccommodated Parking Demands in Heavily-Parked Neighborhoods Causing Spillover Parking Problems on Adjacent/Nearby Streets

Primary Cause/Factor(s): A street (or one side of a street) with particularly high parking demands located next to another street (or opposite side) with low parking demands, such as an apartment complex located across the street from a single-family residential tract.

Discussion: Several residents complained about spillover parking issues from a nearby street onto their street during certain times of the day. As a result, the residents in one area are forced into penalty to unfairly incur the transferred parking burdens imposed by another area which cannot meet its parking demands.

Issue: Residents from Other Neighborhoods Using the Available On-Street Parking that should otherwise be Used by the Actual Residents of the Street

Primary Cause/Factor(s): Possibly oversaturated parking conditions on the nearby street; or guest /visitor without a permit to park on a Preferential Parking District (PPD) street.

Discussion: Some residents complained about residents from around the corner or across the street in the adjacent city parking vehicles in front of their homes on their street, occupying the needed space and inflating the on-street parking utilization.

Issue: “Double Parking” on the Street Reduces Available On-Street Parking Space

Primary Cause/Factor(s):

- Improper parking behavior; inattention to basic parking decorum.
- Intentional, temporary occupying of multiple spaces in order to prevent others from occupying the space.



Discussion: Double parking occurs when a vehicle is parked on the street in a manner which prevents the otherwise parking of two vehicles on the street. This is the result of either (1) drivers inadvertently utilizing the available curb space inefficiently, or (2) drivers intentionally engaging in a form of “space saving” in order to prevent other drivers from occupying the second on-street parking space. This causes there to be one less parking space available for use on the street, thereby reducing the on-street parking supply and increasing the on-street parking utilization.

Issue: Restricted On-Street Parking Areas at Intersections Reduce Available On-Street Parking

Primary Cause/Factor(s): Painted Red Curb Zones near the Corner

Discussion: At the vast majority of unsignalized intersections throughout the City, the adjacent sections of curb near the corners—typically up to 15 or 20 feet—are painted red to designate a “No Parking Any Time” zone. Although these red curb zones are intended to prevent vehicles from parking near the corner and interfering with intersection sight distance for conflicting traffic movements, in certain cases where the painted curb sections are more than necessary, or unnecessary altogether, then the available on-street parking space is reduced.

Issue: Narrow Traffic Lanes Constrict Lateral Roadway Movements, which Disincentivizes Parking on One’s Own Driveway

Primary Cause/Factor(s): Combination of Sub-Standard Street Widths ($\leq 30'$) and Permitted On-Street Parking on Both Sides of the Street

Discussion: While the standard Residential Street is 40 feet wide from curb-to-curb (*refer to: South Gate Standard Plan No. 108*), most of the residential streets in South Gate are built at a sub-standard width of 30 feet from curb-to-curb, with unrestricted curbside parking allowed on both sides of the street. This condition lends to a constrained roadway width, with traffic in both directions as well as vehicles pulling into and backing out of driveways competing for the same shared roadway space.

Assuming an 8-foot width from the curb face for the parking lane, the 30-foot wide residential streets commonly found throughout South Gate neighborhoods afford only 7-foot simultaneous travel lane widths in each direction ($30'$ total width – $(8' \times 2 \text{ sides}) = 14'$ for two-way traffic, $\div 2$ travel lanes = 7 feet per direction). Ideally, 12 feet is the desired travel lane width, with 10-foot widths acceptable in conditions where space is limited. Given this significant mobility constraint on through-traffic on the large majority of



residential streets, movements into and out of private driveways is subsequently impacted which in turn disincentivizes use of private driveways.

Issue: Towing/Construction and Commercial Vehicles Parked on the Street, Occupying On-Street Parking Space (Often Encroaching on Two Spaces) that should otherwise be Made Available to Residents

Primary Cause/Factor(s): Typically, residents who bring their work trucks home and park them on the street.

Discussion: The City of South Gate prohibits the use of public streets for parking large, commercial vehicles when not actively in-use (*refer to Section 8.12.070 of the City Code*). This includes vehicles in excess of twenty (20) feet, having a gross vehicle weight in excess of 5 tons (10,000 lbs), wider than 7.5 feet, or otherwise used for transporting an individual for-hire/compensation/profit. Despite this stated prohibition, many residents have submitted complaints about individuals parking large commercial vehicles overnight on residential streets. While it is often convenient for commercial vehicle drivers to take their work trucks home while on-call in order to prevent the unnecessary side trip back to their employer before answering a service call, commercial vehicles parked on residential streets (especially narrow ones) are typically oversized and present a safety and mobility risk to other road users. In addition, commercial vehicles tend to occupy enough space which might otherwise be made available for two passenger cars, parked end-to-end along a short section of curb.

Issue: Auto Crimes Committed on Cars Parked on the Street

Primary Cause/Factor(s): Lack of On-Street Protection for Cars; Exposure to Street Activity

Discussion: Many residents have complained of burglaries, damage and break-ins to their vehicles parked on the street. As a partial result of the inability or indecision of these residents to park their vehicles on their property, vehicles parked on-street are more susceptible to damage from passing cars, and theft from criminals where visibility is limited among the other parked cars on the street.

Issue: Schools or Colleges Using the Available On-Street Parking that could otherwise be Used by Residents

Primary Cause/Factor(s): Staff and/or faculty members parking on residential streets during the day.



Discussion: A number of residents who live across the street from certain schools in South Gate have raised concerns over staff and/or faculty members of those schools not utilizing on-site parking and rather parking their cars in front of residential properties during the day. This reduces the available on-street parking which could otherwise be used by the resident, during school hours.

Issue: Restricted On-Street Parking Areas at Fire Hydrants Reduce Available On-Street Parking

Primary Cause/Factor(s): Restricted Parking Zones at Fire Hydrants

Discussion: On average there are about two curbside fire hydrants per block throughout each residential neighborhood in the City of South Gate. Section 22514 of the California Vehicle Code (CVC) prohibits any person from parking, stopping or leave standing any vehicle within 15 feet of a fire hydrant, unless the distance has been otherwise reduced by a local authority-adopted ordinance or resolution. Implicitly this means that by default if unmarked by curb paint, then there is a 30-foot length of curb (15 feet on both sides) where on-street parking is prohibited, i.e., the on-street parking supply is decreased and on-street parking utilization increases.

Issue: Street Vending Occurring on the Street, Occupying On-Street Parking Space that could otherwise be Used by Residents and Inviting Additional Traffic and Parked Cars

Primary Cause/Factor(s): Street vendors setting up vending stands on the side of a residential street.

Discussion: Some residents have complained that street vendors on their street regularly park their vehicles, vending stands and/or other movable equipment at the edge of the roadway on residential street in a manner which obstructs the available curbside parking lane. This both prevents that curbside space to be used for residents to park their cars, and also attracts other auto users to park nearby and occupy additional on-street parking space intended for residents of the street.

Issue: Residential Driveways Being Blocked by Other Parked Cars on the Street

Primary Cause/Factor(s): Inconsiderate and/or inefficient parking behavior



Discussion: Several citizens complained about vehicles parked on the street in front of their properties who have done so either by encroaching on the side transitions/flares, which makes it both unsafe and difficult for residents to exit the driveway; or by partially blocking the clear width of the driveway apron itself. In order to prevent other vehicles from blocking one's own driveway, a resident may occupy the on-street parking space adjacent to the driveway itself, thus discouraging the use of his or her own private driveway as a first option for parking.

Issue: Residents Operating Unpermitted Businesses Out of Their Homes, Generating Added Traffic and Parking on Residential Streets

Primary Cause/Factor(s): Unchecked zoning code violations on the permitted land use within a residential dwelling space

Discussion: Some residents have complained about neighbors running unpermitted business operations from their homes, which have apparently drawn additional traffic into residential neighborhoods causing available on-street parking spaces to become occupied by the customers of those businesses.

Issue: Street Sweeping Activities Reduce Available On-Street Parking Space

Primary Cause/Factor(s): Day/Time-Restricted No Parking Zones

Discussion: Street sweeping in South Gate occurs once a week per street, during the weekday daylight hours, and primarily in one direction per block at a time during one of three established four-hour time windows: 7:30 to 11:30AM, 10AM to 2PM, and 12 to 4PM. On certain streets these hours vary slightly, and some street sweeping occurs during the late-night hours in commercial or industrial areas. When street sweeping regulations are observed, the on-street parking capacity is temporarily reduced to approximately half during that time.

Issue: Parents Picking Up and Dropping Off Students Park in Residential Areas, Occupying On-Street Parking Space that could otherwise be Used by Residents on those Streets.

Primary Cause/Factor(s): Morning and early afternoon peak drop-off/pick-up hour traffic at schools

Discussion: There are 23 grade schools and 1 community college in the City of South Gate comprising 28,000+ students citywide, the student-per-square mile ratio of which is nearly





12 times the County average. Many residents are therefore likely to be affected by grade school parking impacts during the morning and early afternoon peak hours of school traffic. Based on the public feedback meetings, many residents in these areas have complained about the sheer volume of parents who park alongside their residence in order to wait to pick up their children. In addition to creating significant side friction with the adjacent traffic lane, these parking surges drastically increase the on-street parking demand on residential streets near school during those hours.

Issue: On-Street Parking Restrictions on One Side Reduce Available On-Street Parking

Primary Cause/Factor(s): Painted/Signed Red Curb Zones along Full Block Lengths

Discussion: A handful of street segments—such as those along Duane Way, Missouri Avenue, Deeble Street, Hildreth Avenue or Mariposa Lane—are marked and signed with red painted curb and “No Parking Any Time” signs from corner to corner between the block ends, on one side of the street. Although these red curb zones are installed on one side of a narrow street (typically 24’ from curb to curb) as a means to maintain two-way traffic, the on-street parking supply at these location is essentially reduced to 50% in such cases, and those residents whose side of the street is directly prohibited from parking are at a 100% loss to allow any vehicles to be parked on-street.

5.2 - Short-Term Strategies

Based on the findings of the parking utilization surveys and the feedback from the in-person, verbal, written and online survey public outreach efforts, it was decided that implementing a multi-faceted approach based on implementation time frames, neighborhood parking characteristics, community priorities, and relative strategy effectiveness, would serve the needs of the City in the most effective manner.



First, a list of “short-term strategies” was developed to help address immediate parking concerns in a way that could be implemented over a span of one year or less. These recommendations include the following options:

- Allow case-by-case residential permits to modify existing driveways and frontage areas to encourage more driveway use:



- Widening driveways, driveway approaches and/or flares to accommodate additional parked vehicles, side-by-side without having to drive to the back of the lot;
 - Eliminating sight problems that discourage residents from easily and safely backing in/out of their driveways, such as lowering or removing walls, shrubs, gates or fences near the ends of driveways, or “red tipping” driveways to allow small adjacent curb sections next to the side flares to be marked with red paint to prevent parked cars from blocking driveway sight.
-
- Allow case-by-case petitions by residents to request the City to evaluate specific red curb sections near intersection corners in order to scale back any existing on-street No Parking zones which may be excessive and could yield additional parking space. All red curb assessments and curbside parking evaluations shall comply with the California MUTCD;
 - Reduce local fire hydrant red curbing requirements to 10’ by ordinance (and mark 10-foot painted sections at each hydrant), and permit the utilization of driveway widths as part of the effective distance to curbside hydrants.
 - Increase code enforcement to prohibit unlawful of residential dwellings for business purposes, driveway-to-bedroom conversions;
 - Increase parking enforcement to minimize the improper use of on-street parking, such as large commercial vehicles on residential streets (e.g., trucks, auto repair/sales vehicles, warehouse employees), cars parked on the street for the sole purpose of sales or repair, curbside parked vehicles without parking permits in preferential parking districts, or cars parked on the street for longer than 72 consecutive hours.
 - Work with local grade schools to create circulation and parking plans for faculty and staff to utilize on-site parking areas rather than spilling over into adjacent residential areas.
 - Marking “parking tees” to optimize the number of safe and legally-sized on-street parking stalls, compel residents to park in their driveways first, and minimize the occurrence of double parking, driveway blocking and other problematic parking behaviors.





- Increase usage of underutilized public parking lots. The weekday parking occupancy surveys revealed that the majority of public parking lots near Tweedy Boulevard and around South Gate Park are vastly underutilized throughout the day, with few exceptions. The City of South Gate could improve public awareness of open lots by installing wayfinding guide signage, publishing locations maps on the City’s website, or notifying the public of available parking lots through local newsletters or social media outlets.

5.3 - Mid-Range Strategies

Mid-range parking strategies would occur over a period of 1 to 5 years, and include measures such as:

- Expanding the City’s Preferential Parking District (PPD) Program to a citywide level, allowing various neighborhood zones to petition for a new PPD on a case-by-case basis;
- Convert Underutilized UP/RR Property to Parking Lots. This strategy could involve either 1) leasing the existing, available underutilized UP/RR land based on a memorandum of understanding (MOU) between the City of South Gate and the railroad company for a specified number of years; or 2) purchasing a portion of the land from UP/RR to construct the surface parking stalls.
- Purchase parking lots or construct new lots for public use
- Establish Shared Agreements for Overnight Use of City/School/Private Parking Lots
- Develop Incentive Programs to Get Residents to Use Their Driveways/Garages
- Explore Potential Wed-Based Parking Finder Applications

5.4 - Long-Term Strategies

Long-term recommendations would take place over a 5-10 year span or longer, and should be coupled with the City’s greater vision to *improve quality of life*, and revitalize South Gate as a community with lower auto dependencies, higher public transportation usage rates, and improved master planning of circulation and access within localized neighborhoods throughout the City. The major components of this vision include the following umbrella strategies:





- Light Rail Transit
- Active Transportation Plans
- First-Mile/Last-Mile implementations
- Local Public Transportation
- Transit-Oriented Developments (TOD)
- Improving Education Levels, Incoming, and Lowering the Cost of Living

Examples of the above strategies include taking significant steps to convert a large number of auto-dependent users to bicycle, transit or ride-sharing uses to remove auto trips from the roadway and thus eliminate the need for additional on-street parking. Incentive strategies such as improving the availability, accessibility and reach of public transportation routes (e.g., bus stops, discounted bus fares, educating the public on how to reach and take the bus, and using FM/LM strategies to get users to their destinations faster).

Eco-Rapid Transit presents one of the above types of broad, mass transit related strategies which could reduce auto ownership and thereby minimize the need for on-street residential parking in the City of South Gate. Eco-Rapid is a joint powers authority (JPA) created to pursue development of a transit system, primarily light-rail (LRT) in nature, that will connect over 4 million residents to the regional transportation system, linking economic development and transportation facilities along a 40-mile corridor between Bob Hope Airport in Burbank, to Downtown Los Angeles, to the City of Artesia.



The City of South Gate falls within the project limits of the Eco-Rapid Transit's "Southern Corridor" between Artesia and Downtown Los Angeles, which is presently going through an alternatives analysis and is expected to be built by the Year 2028. The system will enhance and increase transportation options for residents in the City of South Gate who travel through this part of the region. LRT systems can run swiftly through cities to connect pedestrians with storefronts, sidewalk cafes, parks and promenades. Having a modernized, dependent LRT option in the City of South Gate would mean a reduction in traffic congestion, and thus a reduction in the number of cars owned and parked on City streets.

Another solution to reducing auto dependency would be to pursue grant funding and infrastructure projects that promote non-motorized travel modes. This could include updating the City's *Bicycle Transportation Plan* (October 2012) to ensure (1) that the City's



goals, policies, actions, and funding sources for bikeway facilities as outlined in the plan are current; (2) that potential new opportunities to fund and expedite bicycle infrastructure projects have been explored and identified; and (3) consideration has been made to address improving and/or introducing other alternative travel modes, beyond bicycle use, that may help car owners reduce their need to own and park a car. The City might consider building on the Bicycle Transportation Plan to further develop a complete, *Non-Motorized Master Plan* which combines all viable multi-modal options available to the public, such as pedestrian infrastructure and walkability enhancements; *Safe Routes to School* projects; *Complete Streets* improvements; Metro local transit and South Gate's Get Around Town Express (G.A.T.E.) services; multi-purpose trails; exploration of micromobility options for the City of South Gate, such as *Lime, Bird* or *Jump* (Uber-owned) services to provide shared e-bike and/or dockless scooter pilot programs to the City; as well as encouragement and education programs to promote alternative uses to single-auto travel. Successful applications for State-funded grants for programs such as the *Active Transportation Program (ATP)*, *Safe Routes to School (SR2S/SRTS)* and *Highway Safety Improvement Program (HSIP)* would not only support the City's efforts to improve school route walkability and enhance non-motorized connections to local destinations, but would also allow the City to create incentives for locals to substitute their automobile use for other less impactful and more cost-effective means of transportation which do not require a car to park.

Other means of reducing auto dependency involve an alternative look at future planning and zoning of redevelopments and capital improvement projects in the City of South Gate, whereby new projects could be comprised of more mixed-use components that, at a minimum, would contribute to and be planned around less auto travel and more ridesharing and non-motorized travel modes. A dedicated planning vision could allow such projects to allow for work, live, and leisure activities all within the same area and a high level of regular route transit. This approach to land use development/redevelopment would afford the City the highest level of non-automobile transportation and yield the least amount of parking impacts, and thus would reduce the need to provide the number of parking stalls that might otherwise be required in an area that does not have a mix of uses and high-level transit services.

Physical design characteristics of an improved transit system could include provisions of pedestrian-oriented street amenities such as wider sidewalks, pedestrian scale street lighting, and benches and informational kiosks that are associated with each transit stop. As evidenced by feedback from certain local users of the Tweedy Boulevard parking lots who expressed a desire for better lighting and "safer" conditions, the result of these physical improvements would be easy, safe, convenient access for non-auto users. In





addition to enhancing local transit services and pedestrian/bicycle facilities, any long-term solution to the parking issue should include the following three elements:

1. Willingness of Neighborhood Watch Captains and property owners to work cooperatively with the City so that strategizing to resolve parking issues can be addressed in a comprehensive manner, rather than an individual property basis.
2. Consideration of impact to existing local parking activities, including impacts to Preferential Parking Districts (PPDs).
3. Maximization of public parking lot utilization. Whether through the revitalization of existing underutilized public parking lots, or acquiring vacant land (e.g., across alleys or next door to commercial buildings near heavily-parked residential neighborhoods) for additional parking lot development, many residential are impacted by parked cars intended for commercial destinations. New strategies should consider directing shoppers and retail users away from residential streets and to designated free parking lots provided by the City, where available.

6 - Recommended Parking Policies and Implementation Phasing

This section details the recommendations designed to assist the City of South Gate improve citywide on-street parking, including equipping City Council with the necessary tools to guide future parking policy and the City Departments with operational strategies to implement parking solutions on a short-, mid- and long-term basis. The recommendations were developed internally through the collaboration of technical team members, city staff and the executive management team, while also informed by the collected field parking data, best practices in peer communities, and input from the community.

It is important to emphasize a number of key points. First, on-street parking behavior and demand is influenced by a number of factors. Parking is not solely about the amount of space on the street or its regulations, but also about residents' need for on-street parking in the first place, and how they choose to use this space and prioritize it over their own driveways and garages. The City must continue to think about how the demand for on-street parking is intimately connected to car ownership, the lack of viable replacements for automobile travel in the City of South Gate, and the various causes behind why parking on private property is constantly deprioritized over parking on the street.

Second, there is no single, catch-all solution to the City's on-street parking challenges. Although increasing parking enforcement and adding more parking spaces through curb



lane restriping/demarcation will provide short-term capacity benefits for on-street parking, these measures will not provide long-term success in and of themselves. Therefore, any approach to addressing the City’s on-street parking issues must involve a partnership between the City and residents, and comprise a package of recommendations tailored to the local conditions and designed to support other complementary strategies.

Third, expectations must also be realistic, as progress will be incremental. It will not only take time for the City to plan and implement the recommendations in this section, but also to realize their benefits and adjust as conditions change over time. In addition, negative feedback throughout this process is guaranteed, as certain groups and individuals will be affected by the parking policies, such as changes to existing red curbed zones, addition of new PPDs, increased parking enforcement and zoning code enforcement, etc. However, the phased action plans outlined in the next section, along with regular management of the Plan by the proposed “Parking Task Force”, will help guide the City through navigating implementation of the strategies.

Fourth, due to the well-known, pre-existing constraints—such as narrow street widths, high population/housing density and car ownership—impacting on-street parking conditions throughout the City, the recommendations describe approaches that seek to better manage the *utilization* of the existing parking supply, and ensure that the City’s resources are utilized in the most cost-efficient manner possible to achieve this goal. This includes providing strategies to maximize the on-street parking supply while simultaneously minimizing the demand, and optimizing the ways in which the available space is used by those needing to park on public streets.

The materialization of these solutions will be realized through the implementation of the recommendations provided in this Plan. This, however, should not prevent the City’s Task Force from exploring new strategies or any other combination of opportunities in the future that may exist outside of this Plan, especially as new technologies emerge and transportation needs shift that may alter or redefine the City’s overall approach to parking management.

6.1 - Recommendations

Policy #1: Create an internal Parking Task Force

- 1.1 **Summary/Purpose.** Create a “Parking Task Force” composed of an advisory group of city staff and/or management personnel who will serve to inform the City Council and offer recommendations to identify and address parking and circulation issues in



South Gate. The purpose of the Task Force will be to apply the knowledge, principles and strategies both ongoing and developed as part of this citywide on-street parking study to formulate specific implementation plans to present to City Council for consideration and implementation moving forward.

1.2 Task Force Duties. The Parking Task Force would be responsible for the following duties:

- Establish principles for parking in South Gate;
- Review existing goals and policies of the City’s General Plan in relation to the parking component of each Element;
- Periodically review and update the recommended parking strategies and requirements outlined in the Citywide On-Street Parking Study;
- Devise phased implementation plans to implement each of the short-term, mid-term and long-term strategies outlined in the Citywide On-Street Parking Study, based on prioritized factors such as city resources, funding, and the changing organization of local community needs and demands.
- Oversee City staff implementation of parking programs;
- Continually seek ways to improve city staff’s coordination of parking-related planning and engineering activities with the reporting, monitoring and tracking of parking issues carried out by the City’s Police Department/Parking Enforcement, and Zoning Code Enforcement personnel.
- Provide an annual progress report to the City Council for review.

1.3 Task Force Membership and Composition. The Parking Task Force would have two variations, including (a) an *Executive* group, and (b) an *Interdepartmental* group:

- (a) The executive group would include four (4) interdepartmental members appointed by the City Manager, including the Public Works Director, Planning Director, Police Department Chief and Director of Parks and Recreation, or their designee(s).
- (b) Department personnel would include members such as a Senior Code Enforcer, Public Works/Project Implementer, PD staff, various other clerical staff, etc. who would communicate with one another to carry out the objectives of the Parking Task Force.

1.4 Meetings. The Parking Task Force would be expected to hold meeting on a regular basis (for example, quarterly) at an agreed upon date and time that is convenient for the availability of its members, as well as keep records of agenda and minutes.



Policy #2: Authorize Public Works to Implement As-Needed Parking Strategies on Public Streets

- 2.1 **Summary/Purpose.** Public Works shall be encouraged to provide opportunities for more parking on public streets. Authorize the Department of Public Works to implement operational improvements on city streets to increase parking capacity (e.g., ADA improvements, adding on-street parking spaces, etc.) which will provide improved and more accommodating facilities, and will support quality public works infrastructure services to the South Gate community.
- 2.2 **Duties.** Implementation of as-need parking strategies by Public Works would involve, generally, any and all short-term improvements necessary to enhance the capacity and utilization of on-street parking on city streets, including the analysis, engineering and development of plans and specifications, and the subsequent installation of signs and pavement/curb markings for improvements such as:
- (a) Marked parking stalls on the street.
 - (b) Modified painted curb sections at fire hydrants
 - (c) Reduction of red curb zones in favor of on-street parking space(s)
 - (d) Addition or modification of residential Preferential Parking Districts (PPDs)

Policy #3: Direct Police Department to Address Operational Issues Related to On-Street Parking with More Parking Enforcement

- 3.1 **Summary/Purpose.** The management of the City’s on-street parking system will not benefit from any enduring success without an effective enforcement program to reduce improper parking practices and increase parking turnover where it is needed the most. In fact, through the Team’s public outreach of the Citywide On-Street Parking Study, it was discovered that much of the community feedback was centered on appealing to the City to provide increased parking enforcement. Although not largely quantified in the field, the windshield/drive surveys did confirm some of the extensive parking violations occurring on the City’s on-street parking system in many neighborhoods.

However, because the existing parking enforcement effort is extremely labor intensive, it would appear that the City’s parking enforcement officers become assigned to neighborhoods that generate the most complaints, and therefore parking enforcement cannot be sustained long enough in any one area to change behavior. Therefore, in order to make long-lasting reductions in routine parking



violations to preserve the integrity of time-limit parking restrictions, designated PPDs and other curb space priorities, it is recommended that the City adopt a policy directing law enforcement to provide additional resources to increase its parking enforcement.

If parking enforcement can be given sufficient tools to transform its current system from being reactive and complaint-driven to being a more routine and proactive one, the results will lead to fewer violations and more available on-street parking, as well as lend to the success of other parking management strategies. In addition, depending on the level of such violations and the ability of the City to enforce them, the cost of parking enforcement may also be able to pay for itself.

3.2 Sample Recommendations. In order to help reduce the number of parking violations occurring on city streets, and to improve the widespread availability of on-street parking, PD is encouraged to explore and pursue extended parking enforcement options such as:

- (a) Hiring additional staff to focus on parking enforcement (e.g., offer part-time or full-time position, depending on need as determined by the Police Department, for a qualified individual(s) to augment the PD’s existing parking enforcement staff)
- (b) Consider implementing a "Warning System" to facilitate public acceptance of ramped up parking enforcement activities. For first-time violators a warning system would give some reprieve to those who may not necessarily be familiar with certain parking regulations in place. The City could explore means of implementing a cost-effective and timesaving warning system whereby first-time offenders would receive a “null” parking ticket indicating the cited parking violation with a rubberized stamp, for example, stating “WARNING TICKET ONLY: future violations will result in a fineable infraction”.
- (c) Third-party technologies to improve parking enforcement efficiency, such as:
 - a. GPS-enabled, automated license plate reader (LPR) technology installed on Parking Enforcement trucks to digitally “chalk” vehicles parked longer than 72 hours, or otherwise identify and log improperly parked vehicles in designated “No Parking” locations such as in PPDs;
 - b. Modernized handheld ticketing device
- (d) Directing parking enforcement to focus on residential “hot spot issues” (e.g., most common complaints identified in the Community Outreach effort) such as vehicles parked over 72 hours, parking over sidewalks and in front of driveways, storing inoperable vehicles on the street, parking on corners, etc.





Policy #4: *Direct Code Enforcement to Focus on Addressing Private Property Issues Impacting On-Street Parking*

- 4.1 The purpose of this policy is for Code Enforcement to place an increased emphasis on investigating and enforcing existing private property code violations that negatively affect public on-street parking. This may include:
- (a) Ramped up efforts to cite zoning code violations such as:
 - Nonapproved garage conversions, causing an unpermitted shortage in the available space for parking cars on the property;
 - Unpermitted business uses in residences, generating an undue volume of business clientele in residential areas not zoned for or capable of handling business traffic
 - Parking cars on front lawns
 - (b) Improving the code violation reporting system. Currently, the City is in the process of developing a mobile app to allow concerned citizens to report improper use and other activities, for both Code and Parking Enforcement to investigate and enforce.

Policy #5: *Provide Private Property Owners with Opportunities and Strategies to Better Utilize Their Off-Street Parking Space*

5.1 **Sample Recommendations**

- (a) Adopt formal procedures to allow residents to obtain a permit to widen their existing front driveways, thereby incentivizing self-parking on one’s own property over parking on the street. This program could include an additional incentive bonus by starting out as a “One(1)-Year Driveway Widening Pilot Program” in which encroachment permit/inspection fees would be waived for the first year.
- (b) Plan a “Community Garage Clean-Out” Event. Most of the residential properties in the City were built many decades ago when the area was subject to less stringent parking demands than today’s standards, including properties with a one-car garage per unit, and driveways that cannot accommodate a multiple cars side-by-side in the front driveways area. Therefore, much of the residential parking tends to occur in the front yard areas and spill out immediately onto the street, resulting in garages being





used for storage instead of vehicular parking. In order to encourage residents to park in garages, this strategy would provide a community-wide opportunity for residents to clear out space in their private garages and on their back driveways, in order to allow a reclaiming of cluttered storage space for car-parking purposes. The event could also include a gathering of "For Sale" cars to sell all at once, or provide a bulky-item pick up service with large trash bins on select days and locations as an opportunity for residents to discard unnecessary items stored in garages. An benefit of the garage clean-out program would be to use the occasion to also educate and encourage people to learn about the City's on-street parking management program.

Policy #6: Implement Public Parking Strategies

- 6.1 **Summary/Purpose.** Investigate public parking opportunities for residents.
- 6.2 **Sample Recommendations.**
 - (a) Find ways to utilize public parking
 - (b) Partner up with Union Pacific Railroad (UPRR) to promote the usage of their underutilized property to parking spaces
 - (c) Shared Lot agreements with adjacent businesses for overnight parking
 - (d) Planning Department Initiatives
 - Reconsider parking policies for upcoming new developments and accessory dwelling units (ADUs)
 - Look into new parking restrictions
 - Study and reform parking code requirements
 - Monitor and evaluate the need for additional parking construction
 - Improve parking governance in commercial areas adjacent to residential neighborhoods (e.g., Tweedy Mile, commercial and industrial zones along Firestone Boulevard, Atlantic and Long Beach Boulevard)

Policy #7: Implement a Community Educational Campaign

- 7.1 **Summary/Purpose.** Minagar recommends that the City invest some of its resources to embark on a "Community Education Campaign" to provide information to community members about best parking practices, opportunities for residents to involve themselves as part of the ongoing parking solutions, and existing parking regulations and their benefits. By building on top of the City's existing comprehensive citywide safety education program (i.e., "Safety Awareness For

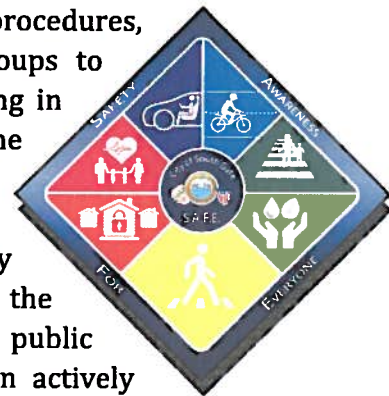




Everyone”, or S.A.F.E.) administered by the Public Works Department, the City already has a solid platform to develop such an educational plan.

7.2 Sample Recommendations.

- (a) **Upgrading online parking services and information.** Since most information-finding today is done through the internet, a critical component of the educational campaign would be to provide the public with a centralized online resource offering instant, useful information that is easy to find, navigate, understand and use. A web page hosted on the City’s website, or on a secondary site, could be created which allows residents and employees to quickly locate and access important, user-specific information related to parking, such as nearby available public lots, shared parking facilities, PPD zones, bus stops and the most readily available transit services in their area of need.
- (b) **Promote transportation demand management (TDM) strategies to the public and private sectors** such as carpooling and vanpooling ride-share programs, public transportation services, improved facilities for bicyclists and pedestrians, flexible work hours, telecommuting, and parking management strategies and incentive programs such as California’s Parking “Cash-Out” Law for employers who currently provide free parking to their employees.
- (c) **Part of the educational campaign could also include an “On-Street Parking Information Guide”** that illustrates priorities, procedures, and options for citizens and community groups to proactively assist the City in managing parking in their neighborhoods. By using the results of the public feedback obtained from the citywide community meetings, the pamphlet/guide could be devised to straightforwardly acknowledge, identify and describe many of the common parking problems encountered on public streets around the City, and how citizens can actively participate in the resolution of these problem.

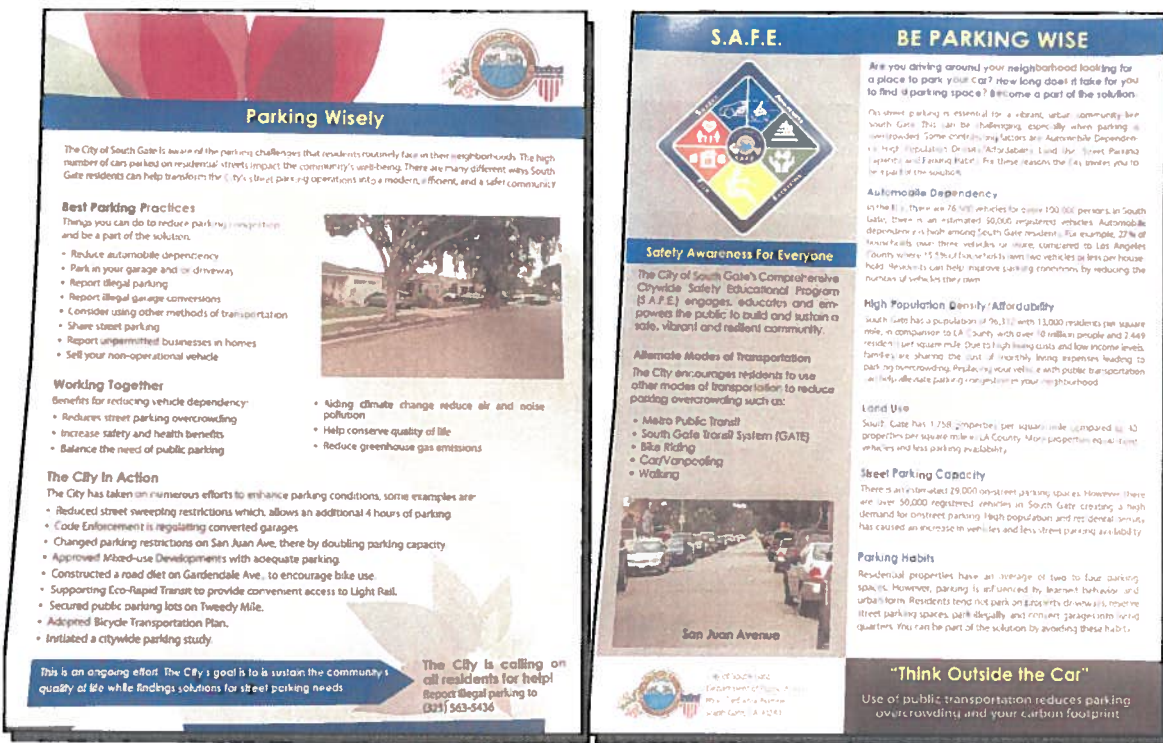


The informational brochure can also include a section promoting viably alternative modes of transportation that are available to South Gate citizens as a means of legitimately replacing automobile use and ownership (e.g., showing easy-to-understand public transit routes, maps, services, and incentive cost structures); encouraging residents to engage in “good faith” parking behaviors with their neighbors; and/or providing information on



how to properly report improper parking activity or parking-related code violations to the appropriate City department for follow-up enforcement.

- (d) In coordination with the recommended increase in parking enforcement, the City could design and produce a small, inexpensive public service notice to include along with each first-time offender warning tickets intended to advise residents of basic parking rules and to prevent future violations, indicating items such as parking regulations relevant to a particular street, commonly violated parking rules, PPD or time-based parking zone limitations, etc.



Sample S.A.F.E. Brochure Created by the City of South Gate to Inform Residents of the City's Ongoing On-Street Parking Improvement Efforts and to Promote Good Parking Practices



6.2 - Short-Term Parking Plan

The following parking strategies have been prioritized for implementation over the short-term period, by the Year 2020:

Summary of Selected Short-Term Parking Strategies:

1. Remove/Reduce Red Curb Zones to Add Parking Space
2. Stripe On-Street Stalls (Parallel)
3. Increase Existing Code Enforcement
4. Allow Driveway Widening
5. Involve Residents to Help Monitor/Enforce Parking Regulations
6. Promote the usage of City-owned parking lots

1. ***Remove/Reduce Red Curb Zones to Add Parking Space.*** This measure would require Public Works to first conduct an engineering analysis based on the CA MUTCD to evaluate the applicability of red curb paint removal, whether for a given requested location or on a proposed neighborhood-wide basis, and then to assign maintenance crews to visit the site(s) and remove the curb paint along with any posted sign restrictions. Assuming a removal cost of \$1/LF plus staff time to evaluate a given red curb section, labor to remove the paint and document the removal, it is estimated that a typical 20-foot red curb section would cost approximately \$20 to remove to free up the available curbside space for parking.

Other ways to reduce red curb zones to add parking space would be for the City of South Gate to approve a local ordinance or resolution per CVC §22514 to reduce the citywide fire hydrant "No Parking" requirement by local authority ordinance from the standard of 15 feet in each direction. Revised red curb zones at fire hydrants would only be considered where the reduction of such a zone could provide for at least one (1) additional on-street parking space. If the City decides to permit a No Parking distance adjacent to fire hydrants totaling less than 10 feet in length per location, as measured along the curb or edge of the street, then the existing red curb must be modified to reflect the reduction, or new red curb paint installed where none previously existed. For fire hydrants located adjacent to residential driveways, the City may consider whether to include all or a portion of the existing driveway width as a part of this in this reduced measurement, since blocking driveways is prohibited, and then provide a red curb painted section along remaining balance of the 10-foot requirement adjacent to the driveway. There are approximately 1,220 fire hydrants in the City of South Gate. At a unit cost of \$1/LF to install or remove red curb paint, the rough cost for a citywide fire hydrant No



Parking zone modification plan would be in the range of \$12,200 for all hydrants (\$1.00 x 10 feet/hydrant location x 1,220 fire hydrant locations).

2. ***Stripe On-Street Stalls (Parallel).*** This measure would require city staff to first produce basic engineering plans to specify standard parallel parking dimensions per the CA MUTCD⁷ (typically 24 feet for interior back-to-back spaces (or 20 feet when separated by a 4-foot buffer), and 20 feet for exterior spaces. plus 2-foot buffer for locations requiring parking, or 18-foot stalls for back-to-back locations constrained between driveways), and then deployment of field crews to install the marked stalls on the street. Based on a unit cost of \$2.50/LF of 6-inch thermoplastic paint, it is estimated that each parking stall would cost approximately \$200 per location (\$100 material installation + \$100 engineering and labor fees).
3. ***Increase Existing Parking Enforcement.*** This measure would increase enforcement of existing parking rules and regulations in the Municipal Code, including coordination with the Police Department (SGPD) to hire additional personnel to conduct parking enforcement activities to ensure that enforcement demands can be met. This measure would cost approximately \$18.25 per hour for each additional officer, or \$37,950 per officer based on 2,080 work hours per year.
4. ***Allow Driveway Widening.*** This measure would permit residents to widen their existing paved driveways to accommodate two side-by-side parked vehicles simultaneously. Most single-family residential properties in South Gate have front driveways which range from 8 feet to 12 feet wide (10 feet on average), and front yard depths ranging from 16 to 22 feet in length (19 feet on average) from behind the sidewalk to the front-most facing wall of the residence. A minimum width of 16 feet is recommended to accommodate two side-by-side parked vehicles; therefore, assuming an average maximum driveway widening of 6' wide by 19' long, an additional 114 square feet (2.11 cubic yards for a 6" thick slab) of concrete driveway is a reasonable estimate for a typical residential driveway widening project. This measure would include approximately \$500 in administrative costs to review and approve a driveway widening permit and provide on-site inspection. The estimated average construction cost to widen a residential driveway, at an average unit cost of \$920 per cubic yard of concrete work, is therefore \$1,942 per 2.11 cubic yards of concrete (114 square feet). The total cost due to each resident requesting the driveway widening would amount to approximately \$2,450 for a typical widening

⁷ Figure 3B-21(CA). *Examples of Parking Space Markings*; Chapter 3B – Pavement and Curb Markings. 2014 California Manual on Uniform Traffic Control Devices (CA MUTCD, Effective March 29, 2010).



job for one (1) additional car in the front yard area, providing a total front driveway area of approximately 320 square feet.

5. ***Improve Partnership between the Residents and City to Report and Enforce Parking (and Parking-Related Zoning Code) Regulations.*** This measure would require the development of a program to collaborate with residents in order to enhance the effectiveness of reporting improper parking activity and/or parking-related code violations, for the betterment of local on-street parking conditions. This measure would educate the public on the City’s reporting system, including use of mobile and web applications, and help the City receive reports on and track parking code violations in local neighborhoods.

6. ***Promote the usage of City-owned parking lots.*** This measure would seek means of of improving public awareness of City-owned parking lots by installing wayfinding guide signage, publishing locations maps in visible areas of public gathering, or notifying the public of such available parking lots through local newsletters or social media outlets.

6.3 - Mid-Range Parking Plan

The following parking strategies have been prioritized for implementation over the mid-range period, 1 to 5 years:

Summary of Selected Mid-Range Parking Strategies:

1. **Expand PPD Program Citywide;**
 - a. **Add New Streets**
 - b. **Conduct a financial evaluation of PPD permit pricing to meet resident needs while accounting for administrative and enforcement costs; set prices to reflect demand and available curb space; and/or limit the number of new PPDs which may be approved over a given time (e.g., annually)**
 - c. **Increase/adjust the # of allowable permits per property.**
 - d. **Continue to establish PPDs to provide on-street parking supply equity among properties along a street, and to ensure residents and their visitors have a place to park**
 - e. **Coordinate with Public Works to monitor occupancies annually. If occupancies consistently reach 85 percent in residential areas, evaluate whether a PPD would be appropriate.**





- f. Coordinate with Public Works to establish a process to remove or redefine existing residential PPDs, achieved in a similar way as the petition and parking survey count method proposed as the basis for establishing new residential parking restrictions.
 2. Partner up with Union Pacific Railroad (UPRR) to promote the usage of their underutilized property to parking spaces
 3. Establish Shared Agreements for Overnight Use of City/School/Private Parking Lots
 4. Develop Incentive Programs to Get Residents to Use Their Driveways/Garages
 5. Explore Potential Web-Based Parking Finder Applications
 6. Improve Public Parking Wayfinding
1. ***Expand and Refine PPD Program Citywide.*** This measure would involve creating a standardized process to review, approve and administer new preferential parking districts throughout the City. The estimated cost is estimated at \$20 per residence included in the PPD, plus \$80/month per parking enforcement staff member required to patrol and enforce the new PPD, plus \$100 per posted sign.
 2. ***Convert Underutilized UP/RR Property to Parking Lots.*** This measure would involve coordinating property rights with the Railroad Authority and other regulatory agencies to build a surface parking lot within existing underutilized railway right-of-way. The overall effort would involve typical project features, such as contracting and performing the necessary planning and engineering work, permitting, bidding and contracting the materials and construction, and also administration project costs. The estimated cost to design and build an asphalt-concrete surface parking lot on the existing compacted dirt areas within the UPRR right-of-way is about \$3,000 per parking space.
 3. ***Establish Shared Agreements for Overnight Use of City/School/Private Parking Lots.*** This measure would require City staff to work with school administrators and private businesses to draft, adopt and enact local shared-parking agreements with neighborhood residents. The estimated cost for such a program would be approximately \$20,000 to account for professional hours to develop the plan, coordinate with various public and private organizations throughout the City, and provide management and administration of each program on an annual basis.
 4. ***Develop Incentive Programs to Get Residents to Use Their Driveways/Garages.*** This measure would develop a city program to host a “Community-Wide Garage



Clean-Out” event, with the goal of providing the community at-large with opportunities to make space in their garages to reduce the number of vehicles parking on the street. The program would involve organizing an annual community event to promote the added benefits of cleaning up unwanted items from garages; solicitation of non-profit support to collect any unsold items that residents would like to donate; involvement of the City’s Waste Management services to organize a waste disposal component at the event (including disposal of hazardous waste such as antifreeze, unused pharmaceuticals, car batteries, used oil, paint, pesticides, home-generated sharps waste, e-waste, etc.); and conducting promotional activities to provide notice to citizens and administer the registration of private citizens wishing to participate. It is estimated that an annual program cost of \$10,000 would cover the above required services, including the securing of a venue site to hold the event.

5. ***Explore Potential Web-Based Parking Finder Applications.*** This measure would explore the use of cloud-based parking solutions using mobile devices and web applications to manage local parking supplies and demands. A variety of emerging technologies are becoming available for this purposes, and thus individual software and technology developers would need to be contacted and consulted to ascertain the relative applicability in the City of South Gate, as well as the scalability of the software and the range of potential costs to the City for such tools.

6. ***Improve Public Parking Wayfinding:***
 - Develop additional signage for existing public parking facilities. Where possible leverage previous designs and combine the City’s new "SG" logo with the universally identified capital letter 'P' in a universal color such as blue or brown, and update street pole banners to reflect this method of identification;
 - Develop additional signage for new public parking facilities created through shared or leased parking agreements;
 - Develop additional signage for new public parking facilities created through leased parking agreements;
 - Initiate a project to evaluate and select an Advanced Parking System (APS) to implement at select locations through the City. The APS will obtain information about available parking spaces in nearby city-owned lots, process and present the data to drivers by means of variable message signs to both guide drivers in congested areas to the nearest parking facility with empty parking spaces, and also to guide drivers already within parking facilities to empty spaces;
 - Evaluate and select a smartphone application with Advanced Parking Systems (APS) technology to provide real-time parking information;



- Create a map(s) of public parking facilities, including location and number of spaces, and post to the City's website;
- Identify additional methods and opportunities to inform the public as to the locations of public parking.

6.4 - Long-Term Parking Plan

The following parking strategies have been prioritized for implementation over the long-term period, 5 to 10 years

Summary of Selected Long-Term Parking Strategies:

1. Enhance Citywide Public Transportation - Introduce Light-Rail (Eco-Rapid Transit) and Improve Connections to Local Destinations (e.g., through First Mile / Last Mile infrastructure improvements)
2. Reach out to businesses and explore feasibility of ride-sharing programs or parking incentive programs such as California's Parking "Cash-Out" Law (AB 2019) for employers who currently provide free parking
3. Add More Citywide Bike Facilities and connections, and Active Transportation Program (ATP) infrastructure to Encourage Non-Motorized Modes of Travel
4. Devise phased implementation plans to implement each of the short-term, mid-term and long-term strategies outlined in the Citywide On-Street Parking Study, based On prioritized factors such as City resources, funding, and the changing organization of local Community needs and demands.
5. Oversee City staff implementation of parking programs
6. Continually seek ways to improve city staff's coordination of parking-related planning and engineering activities with the reporting, monitoring and tracking of parking issues carried out by the City's Police Department/Parking Enforcement, and Zoning Code Enforcement personnel.
7. Provide an Annual progress report to the City Council for review
8. Educate businesses and help coordinate leasing agreements for shared parking facilities
9. Consider License Plate Recognition (LPR) technology to digitally "chalk" vehicles parked longer than 72 hours, or otherwise identify and log improperly parked vehicles in designated "No Parking" locations such as in PPDs. The LPR system should integrate with the City's residential parking website in order to reduce the need for physical parking permits; reduce staff time needed to administer, monitor, and enforce the residential parking program; allowing permit holders to more easily manage their accounts





- online; and allow City administrators to oversee the database system and user accounts.
10. Enforcement and Ambassadors - Expand enforcement from a complaint response basis to routine monitoring if data demonstrates that parking duration or double parking is an issue. Extend hours into the late evening if needed.
 11. Re-evaluate enforcement needs and adjust enforcement levels as necessary
 12. Consider purchase of and training on modernized handheld ticketing devices to expedite parking enforcement duties
 13. Invest in and implement socioeconomic strategies. Explore widespread socioeconomic strategies to reduce citywide residential population/density, increase income and education levels
 14. Invest in and implement socioeconomic strategies.
 - Improve local job market and opportunities to promote local travel and reduce car ownership. Approve developments to create jobs (e.g., Employment Resource Center, Azalea Regional Shopping Center) to lower unemployment, improve housing affordability, reduce population density and reduce auto ownership per household.
 - Explore feasible mid-term solutions to reduce the occurrence of multiple families per household/parcel.
 - Provide education improvement opportunities for working age citizens (e.g., ELAC Expansion) to increase household income and improve affordability, reduce population density and reduce auto ownership per household
 15. Develop planning and zoning policies to ensure wider minimum street widths.
 16. Work with L.A. County Metro to implement free/discounted local shuttle services.
 17. Reduce wide-scale auto dependency and encourage transportation alternatives; Introduce light rail transit (LRT) options.
 18. Encourage/set policies for TOD (Transit-Oriented Developments).
 19. Evaluate the effectiveness of local curb lane management policies and adjust as needed.
 20. Explore 1-way street circulation plans to enhance mobility and encourage driveway use.

Citywide On-Street Parking Action Plan - Recommended Strategies City of South Gate, CA

Recommended Strategy (RS) – High Priority strategies shown in bold/highlighted		Primary Department(s) Responsible					
RS#	Priority	Description	PW	PD	CD	PR	CE
Guiding Principle Area #1: Organize an Internal Parking Task Force							
1.01	ST	Create a Parking Task Force to examine and address concerns raised in the Citywide On-Street Parking Management Study, and to guide the City's departments to implement the "Guiding Principles" and priority-list strategies developed in the citywide on-street parking action plan	PW	PD	CD	PR	CE
1.02	ST	Reduced fire hydrant "No Parking" zones. Convene with city departments to discuss, draft and obtain approval on a local ordinance or resolution per CVC §22514 to reduce the citywide fire hydrant "No Parking" requirement by local authority ordinance from the standard of 15 feet in each direction.	PW	PD			
1.03	ST	Reduced fire hydrant "No Parking" zones. Conduct study to identify red curb zones at fire hydrants where the reduction of such zones could provide for at least one (1) additional on-street parking space (use Minagar's fire hydrant geo-coded database to organize work effort).	PW	PD			
1.04	ST	On-street parking stalls (parallel). Discuss implementation strategy and formulate plan to install on-street marked parking stalls.	PW	PD	CD		
1.05	ST	On-street parking stalls (parallel). Authorize on-street parking stall pilot project, or citywide with opt-out clauses via resident petition.	PW	PD	CD		
1.06	ST	Reduced on-street parking limit. Convene with city departments to discuss, draft and obtain approval on a local ordinance or resolution to reduce the 72-hour time frame to 48 hours (or 24 hours)	PW	PD		PR	
1.07	MT	Investigate limiting the number of allowable registered vehicles per household or dwelling unit.			CD		CE
1.08	LT	Establish principles for parking in South Gate.	PW		CD		
1.09	LT	Review existing goals and policies of the City's General Plan in relation to the parking component of each Element.	PW		CD		
1.10	LT	Annual review. Periodically review and update the recommended parking strategies and requirements outlined in the Citywide On-Street Parking Study.	PW		CD		
1.11	LT	Annual review. Periodically evaluate Parking-related ordinances to align current Parking practices and enforcement with City policy.	PW				
1.12	LT	Parking enforcement coordination. Coordinate Parking enforcement activities among all City departments including Police, Community Development and Code enforcement, Public Works, and Parks and Recreation.	PW	PD	CD		
1.13	LT	Devise phased implementation plans to implement each of the short-term, mid-term and long-term strategies outlined in the Citywide On-Street Parking Study, based on prioritized factors such as City resources, funding, and the changing organization of local Community needs and demands.	PW	PD	CD	PR	CE
1.14	LT	Oversee City staff implementation of parking programs;	PW	PD	CD	PR	CE
1.15	LT	Continually seek ways to improve city staff's coordination of parking-related planning and engineering activities with the reporting, monitoring and tracking of parking issues carried out by the City's Police Department/Parking Enforcement, and Zoning Code Enforcement personnel.	PW	PD	CD		CE
1.16	LT	Provide an Annual progress report to the City Council for review.	PW	PD	CD	PR	CE
Guiding Principle Area #2: Authorize Public Works to Implement As-Needed Parking Strategies on Public Streets							
2.01	ST	Driveway "red-tipping". Install red curb next to residential driveways upon resident request to facilitate access and use of private driveways for parking.	PW				
2.02	ST	Reduced red curb zones at intersections. Conduct an engineering analysis, based on the CAMUTCD and with due regard for liability concerns, evaluating the applicability of red curb paint removal at intersections where on-street parking may be added in place, whether for a given requested location or on a proposed neighborhood-wide basis.	PW				
2.03	ST	Reduced red curb zones at intersections. Assign maintenance crews to visit selected sites and reduce or remove "No Parking" red curb paint along with any posted sign restrictions.	PW				
2.04	ST	Reduced fire hydrant "No Parking" zones. Commence citywide program to design and delineate reduced fire hydrant-related red curb zones, in accordance with the engineering study and by local authority ordinance.	PW				
2.05	ST	Identify neighborhood streets and blocks to restrict on-street parking for trucks	PW				
2.06	ST	On-Street Parking Stalls. Commence citywide program to design and delineate curbside "parking trees" to optimize the number of safe and legally-sized on-street parking stalls, compel residents to park in their driveways first, and minimize the occurrence of double parking, driveway blocking and other problematic parking behaviors.	PW				
2.07	ST	On-Street Parking Stalls. Implement signage and striping installations as part of the citywide on-street parking stall program.	PW				
2.08	ST	Angled On-Street Parking. Evaluate feasibility of angled parking where conditions allow (e.g., on sufficiently wide streets such as Finestone Plaza or Finestone Plaza), to increase the number of on-street spaces and to compensate for a low parallel parking supply.	PW				
2.09	MT	Establish parking data collection program. Conduct annual on-street parking utilization counts between the hours of 10AM and 6PM on a typical weekday during the school year to ensure that desired occupancy levels are maintained and to measure the effects of parking strategies.	PW				
2.10	MT	Monitor parking occupancies in one year and compare to existing data. Re-evaluate annually-collected parking data to guide on-street parking management and make decisions about parking regulations, strategies and enforcement efforts. If occupancies on residential streets with unregulated parking consistently reach 85 percent, evaluate whether a PPD would be appropriate to add or reconfigure in terms of physical extents or parking restrictions time periods.	PW				
2.11	MT	Preferential Parking Districts (PPDs). Create a standardized process to review, approve and administer new preferential parking districts throughout the City	PW		CD		
2.12	MT	Preferential Parking Districts (PPDs). Define locations and criteria for implementation of new PPD segments.	PW		CD		
2.13	MT	Preferential Parking Districts (PPDs). Implement new PPD streets/segments if neighborhood meets program criteria (e.g., 75% petition request by residents, documented parking problems, etc).	PW		CD		
2.14	MT		PW		CD		

Citywide On-Street Parking Action Plan - Recommended Strategies		City of South Gate, CA				
Recommended Strategy (RS) – High Priority strategies shown in bold/italicized	Description	PW	PD	CD	PR	CE
2.15	Preferential Parking Districts (PPDs). Identify and mitigate or remove barriers to driveway sight distance within the public right-of-way (e.g., trees, bushes, sign clutter, street furniture, etc.)	PW		CD		
2.16	Preferential Parking Districts (PPDs). Provide on-street parking priority to corner properties with undersized driveways.	PW		CD		
2.17	Add street sweeping operators to cover more area in less time, optimize routes, reduce street sweeping No Parking time windows and modify existing signage to reflect time changes.	PW	PD			
2.18	Conduct feasibility study to widen existing narrow residential streets in order to facilitate two-way traffic, driveway movements and on-street/off-street parking.	PW		CD		
2.19	Implement curb lane management policies and programs for perimeter streets at public school sites.	PW				
2.20	Implement residential street widening improvements per Feasibility Study, as applicable.	PW				
2.21	Implement as-needed parking strategies by Public Works would involve, generally, any and all short-term improvements necessary to enhance the capacity and utilization of on-street parking on city streets, including the analysis, engineering and development of plans and specifications, and the subsequent installation of signs and pavement/curb markings for improvements such as:	PW				
2.22	Parking on Union Pacific Railroad (UPRR) right-of-way. Work with Community Development to initiate a parking lot design project on UP/RR leased/acquired property, including engineering work, permitting, bidding, contracting the materials and construction, and administration project costs.	PW		CD		
2.23	Parking on Union Pacific Railroad (UPRR) right-of-way. Commence design and build of asphalt-concrete surface parking lots on existing compacted dirt areas within UP/RR leased/acquired property.	PW		CD		
Guiding Principle Area #3: Direct Police Department to Address Operational Issues Related to On-Street Parking with More Parking Enforcement						
3.01	Implement proactive enforcement on a more regular basis in areas with the highest parking demands		PD			
3.02	Implement first-offense warning system for parking violations		PD			
3.03	Evaluate cost-effective options for administering enforcement		PD			
3.04	Provide enforcement regulation information, such as fines and how to contest a citation, on the City's website for simplified public access		PD			
3.05	Increase parking enforcement. Minimize improper use of on-street parking, such as large commercial vehicles on residential streets.		PD	CD		
3.06	Increase parking enforcement. Minimize improper use of on-street parking, such as auto repairs by nearby businesses.		PD			
3.07	Increase parking enforcement. Minimize improper use of on-street parking, such as auto repairs by residents.		PD			
3.08	Increase parking enforcement. Minimize improper use of on-street parking, such as vehicle sales by nearby businesses.		PD			
3.09	Increase parking enforcement. Minimize improper use of on-street parking, such as automobile service/maintenance by residents.		PD			
3.10	Increase parking enforcement. Minimize improper use of on-street parking, such as cars parked on the street for longer than 72 consecutive hours.		PD			
3.11	Hire additional staff. Police Department to hire additional personnel to conduct parking enforcement activities to ensure that ongoing enforcement demands can be met. Offer part-time or full-time position, depending on need as determined by the Police Department, for a qualified individual(s) to augment the PD's existing parking enforcement staff.		PD			
3.12	Involve Residents to Help Monitor/Enforce Parking Regulations. Develop program in collaboration with residents to enhance effectiveness of reporting improper parking activity, including the use of mobile and web		PD	CD		
3.13	Parking Ambassadors and community service officers (CSOs). Conduct training of parking ambassadors/CSOs.		PD	CD		
3.14	Parking Ambassadors and community service officers (CSOs). Assign parking ambassadors/CSOs to relieve officers, assist the Police Department in providing local parking enforcement, and monitoring improper parking on neighborhood streets (e.g., 72-hr. limit, abandoned cars, expired tags, double parking over marked stalls, parking in red curb zones, blocking sidewalks or front driveway approaches)		PD	CD		
3.15	Prohibit and notify ELAC students not to park on residential streets	PW	PD			
3.16	Parking enforcement staff to patrol and enforce the newly implemented PPDs		PD			
3.17	Explore Overnight (e.g., 10pm-2am) PPDs in neighborhoods with oversaturated nighttime on-street parking utilization.	PW	PD	CD		
3.18	Expand enforcement if ticketing or parking turnover data demonstrates that parking duration is an issue		PD			
3.19	Expand enforcement hours to cover critical peak nighttime periods		PD			
3.20	Consider implementing a parking ambassador approach to parking enforcement in select neighborhoods		PD			
3.21	Implement a graduated fine structure		PD			
3.22	Work with Public Works to obtain annual parking utilization count updates, and target enforcement on block faces that regularly exceed 80% occupancy.	PW	PD			
3.23	Consider License Plate Recognition (LPR) technology to digitally "chalk" vehicles parked longer than 72 hours, or otherwise identify and log improperly parked vehicles in designated "No Parking" locations such as in PPDs. The LPR system should integrate with the City's residential parking website in order to reduce the need for physical parking permits; reduce staff time needed to administer, monitor, and enforce the residential parking program; allow permit holders to more easily manage their accounts online; and allow City administrators to oversee the database system and user accounts.		PD	CD		
3.24	Enforcement and Ambassadors - Expand enforcement from a complaint response basis to routine monitoring if data demonstrates that parking duration or double parking is an issue. Extend hours into the late evening if needed.		PD			

Citywide On-Street Parking Action Plan - Recommended Strategies

Recommended Strategy (RS) – High Priority strategies shown in bold/highlighted		Primary Department(s) Responsible				
RS#	Priority	Description	PW	PD	CD	PR
3.25	LT	Re-evaluate enforcement needs and adjust enforcement levels as necessary		PD		
3.26	LT	Consider purchase of and training on modernized handheld ticketing devices to expedite parking enforcement duties		PD		
Guiding Principle Area #4: Direct Code Enforcement to Focus on Addressing Private Property Issues Impacting On-Street Parking						
4.01	ST	Increased Code Enforcement. Increase code enforcement of existing parking rules and regulations contained in the Municipal/Zoning Code				CE
4.02	ST	Increased Code Enforcement. Increase code enforcement to prohibit improper use of residential dwellings for business purposes				CE
4.03	ST	Increased Code Enforcement. Increase code enforcement to prohibit converted garages as living space (driveway-to-bedroom conversions)				CE
4.04	MT	Involve Residents to Help Report Code Violations. Develop program in collaboration with residents to enhance effectiveness of reporting code violations, including the use of mobile and web applications to help the City receive reports on and track code violations in real-time.	PW		CD	CE
4.05	MT	Identify and work with property owners to mitigate or remove barriers to driveway access and sight distance (e.g., vegetation overgrowth, block walls, fences, driveway gates)			CD	CE
4.06	MT	Take steps to require and ensure that existing and future permitted converted garages provide adequate parking on private property				CE
4.07	LT	Continue short-term and mid-term recommendations.	PW		CD	CE
Guiding Principle Area #5: Provide Private Property Owners with Opportunities and Strategies to Better Utilize Their Off-Street Parking Space						
5.01	ST	Formalize application permit process for a "One(1)-Year Driveway Widening Pilot Program" in which residents may obtain approval to widen their existing front paved driveways with encroachment permit/inspection fees waived for the first year.	PW			CE
5.02	ST	Residential Driveway Widening. Upon approval of permit request, allow residents to widen their existing paved front driveway widths on their property to accommodate two side-by-side parked vehicles simultaneously.	PW			CE
5.03	ST	Residential Driveway Widening. Upon approval of permit request, allow residents to reconstruct underutilized driveway approaches per APWA standards and specifications to improve users' driveway accessibility.	PW			CE
5.04	MT	Create incentive programs leading residents to use their driveways/garages. For example, develop a city program to host a "Neighborhood Garage Clean-Out" event to provide community opportunities to sell or salvage unused vehicles occupying parking space on private property, and to make space in garages for parking in order to reduce the number of vehicles parked on the street.			CD	PR
5.05	MT	Explore Potential Web-Based Parking Finder Applications	PW		CD	PR
5.06	LT	Continue short-term and mid-term recommendations.	PW		CD	PR
Guiding Principle Area #6: Implement Public Parking Strategies						
6.01	ST	City-owned parking lots. Create a map of public parking facilities (location and number of spaces) and post to the City's website.	PW		CD	PR
6.02	ST	City-owned parking lots. Publish public service announcements/notices in the city newsletter advertising the general locations and availability of public off-street parking spaces.	PW		CD	PR
6.03	ST	City-owned parking lots. Publish public service announcements/notices on the City's website advertising the general locations and availability of public off-street parking spaces.	PW		CD	PR
6.04	ST	City-owned parking lots. Publish public service announcements/notices on the City's social media outlets advertising the general locations and availability of public off-street parking spaces.	PW		CD	PR
6.05	ST	City-owned parking lots. Promote usage and seek means of improving public awareness of City-owned parking lots by publishing location maps in visible areas of public gathering	PW		CD	PR
6.06	MT	Parking Wayfinding. Promote usage and seek means of improving public awareness of City-owned parking lots by installing new themed wayfinding guide signage to existing city(public) off-street parking lots.	PW			PR
6.07	MT	Parking Wayfinding. Develop additional signage for existing public parking facilities. Where possible leverage previous designs and combine the City's new "SG" logo with the universally-identified capital letter 'P' in a universal color such as blue or brown, and update street pole banners to reflect this method of identification.	PW			
6.08	MT	Parking Wayfinding. Develop additional signage for new public parking facilities created through shared parking agreements	PW			
6.09	MT	Parking Wayfinding. Develop additional signage for new public parking facilities created through shared parking agreements	PW			
6.10	MT	Parking Wayfinding. Initiate a project to evaluate and select an Advanced Parking System (APS) to implement at select locations through the City. The APS will obtain information about available parking spaces in nearby city-owned lots, process and present the data to drivers by means of variable message signs to both guide drivers in congested areas to the nearest parking facility with empty parking spaces, and also to guide drivers already within parking facilities to empty spaces.	PW		CD	
6.11	MT	Parking Wayfinding. Evaluate and select a smartphone application with Advanced Parking Systems (APS) technology to provide real-time parking information	PW		CD	PR
6.12	MT	Parking Wayfinding. Create a map(s) of public parking facilities, including location and number of spaces, and post to the City's website	PW		CD	PR
6.13	MT	Parking Wayfinding. Identify additional methods and opportunities to inform the public as to the locations of public parking.	PW		CD	PR
6.14	MT	Shared parking. Allow different businesses to enter into shared parking agreements amongst themselves to take advantage of offsetting peak periods.	PW		CD	
6.15	MT	Shared parking. Allow non-residential property owners to enter into shared parking agreements with nearby residents (e.g., within 150-300 feet, or along a particular block) share common off-street/on-street parking resources to meet offsetting parking needs			CD	

RS#	Priority	Description	Primary Department(s) Responsible				
			PW	PD	CD	PR	CE
6.16	MT	Shared parking. Reconvene with business owners and document inventory of shared parking opportunities			CD		
6.17	MT	Shared parking. Develop shared parking agreement templates and resources			CD		
6.18	MT	Shared parking. Define development/business incentives for participating in shared parking programs			CD		
6.19	MT	Shared parking. Broker shared parking agreements with property owners, businesses and residents			CD		
6.20	MT	Shared parking. Evaluate shared parking opportunities for employee parking			CD		
6.21	MT	Shared parking. Establish shared agreements for overnight use of City/School/Parish/Private Parking lots. Work with school administrators and private businesses to draft, adopt and enact local shared-parking agreements with neighborhood residents. Including development of plans, coordination with various public and private organizations throughout the City, and management and administration of each program on an annual basis.	PW		CD		PR
6.22	MT	Parking technologies. Explore the use of cloud-based parking solutions using mobile devices and web applications to manage local parking supplies and demands. Contact and consult with software and technology developers to ascertain the relative applicability of such public parking solutions in the City of South Gate, as well as the scalability of the software and the range of potential costs to the City for such tools.	PW		CD		
6.23	MT	Parking technologies. Evaluate and select a smartphone application that provides real-time parking information for City-owned parking lots.	PW		CD		
6.24	MT	New public parking lots. Purchase new parking lots or construct new lots for public use. Acquire land rights to create additional public parking areas where there is an identified need and opportunity.	PW		CD		PR
6.25	MT	New public parking lots. Identify opportunities and locations to create new overnight public parking lots for residents	PW		CD		PR
6.26	MT	New public parking lots. Conduct functional and financial analyses for constructing new long-term surface parking lot or parking garages	PW		CD		PR
6.27	MT	Explore use of parking meter technology and their locations, particularly in commercial areas such as Tweedy Mile or Finestone Boulevard.	PW		CD		
6.28	LT	Parking on Union Pacific Railroad (UPRR) right-of-way. Coordinate with UPRRR to enter a lease agreement to use railroad right-of-way on the north and south sides of the railroad tracks between Amore Avenue and Independence Avenue, for public parking.	PW		CD		
6.29	LT	Parking on Union Pacific Railroad (UPRR) right-of-way. Partner up with UPRRR to promote the usage of their underutilized property for parking purposes where approved through mutual agreements.	PW		CD		
6.30	LT	Parking on Union Pacific Railroad (UPRR) right-of-way. Coordinate property rights with the Railroad Authority and other regulatory agencies to build a surface parking lot within existing underutilized railway right-of-way. Option #1: lease the existing, available underutilized UPRR land based on a memorandum of understanding (MOU) between the City of South Gate and railroad company for a specified number of years; or 2) Purchase a portion of the land from UPRRR to construct the surface parking stalls.	PW		CD		
6.31	LT	Parking on Union Pacific Railroad (UPRR) right-of-way. Work with Public Works to initiate a parking lot design project on UPRRR leased/acquired property	PW		CD		
6.32	LT	Parking on Union Pacific Railroad (UPRR) right-of-way. Work with UPRRR to investigate opportunities to incorporate public parking into future non-rail development on UPRRR property.	PW		CD		

Guiding Principle Area #7: Implement a Community Educational Campaign							
7.01	ST	Educate public about how to reduce parking issues	PW	PD	CD	PR	CE
7.02	ST	Improve & promote good parking behavior and common courtesy amongst residents		PD	CD		
7.03	ST	Encourage residents not to double park, and to pull forward or back as far as possible to occupy the available space alongside the curb.			CD		
7.04	ST	Promote the utilization of existing garage and driveway space.			CD		CE
7.05	ST	Communicate the benefits of removing or keeping gates open to facilitate use of driveways for parking			CD		
7.06	ST	Educate the public on the City's existing and upcoming reporting system leveraging the use of mobile and web applications	PW	PD	CD		
7.07	ST	Develop online residential parking resources (phased strategy). Install downloadable PPD applications and renewal forms online print, fill out, and mail the forms from home.	PW	PD	CD		
7.08	ST	Preferential Parking Districts (PPDs). Inform residents on the City's proposed fee structure for PPD permits and maximum permit allocations per dwelling unit in order to encourage residents to use on-street parking judiciously. Encourage residents to recognize that the use of public space for residential on-street parking is not free, but a privilege that is funded in part by all South Gate residents.			CD		
7.09	MT	Develop online residential parking resources (phased strategy). Update the City's existing web page and provide comprehensive information on its residential preferential parking program, including addressing the rationale for the program, the process for acquiring permits and petitioning for residential parking as well as provide all necessary forms and documents.	PW		CD		
7.10	MT	Neighborhood Garage Clean Out Event to lead residents to use their driveways/garages for parking. Use the occasion to educate and encourage people to learn about the City's on-street parking management program.			CD		PR
7.11	LT	Develop online residential parking resources (phased strategy). Establish online payment systems for permits and fines by credit card or banking account, as well as or fillable PDF applications and renewal forms.	PW		CD		
7.12	LT	Educate public on the existing availability and future city plans for transportation demand management (TDM) strategies, such as carpooling and vanpooling ride-share programs, public transportation services, improved facilities for bicyclists and pedestrians, flexible work hours, telecommuting, and parking management strategies and incentive programs such as California's Parking "Cash-Out" Law for employers who currently provide free parking to their employees.	PW		CD		PR

Citywide On-Street Parking Action Plan - Recommended Strategies

City of South Gate, CA

Recommended Strategy (RS) — High Priority strategies shown in bold/highlighted		Primary Department(s) Responsible					
RS#	Priority	Description	PW	PD	CD	PR	CE
7.13	LT	Maintain a long-term educational campaign on parking management in South Gate which incorporates an on-street parking information component, illustrating priorities, procedures, and options for citizens and community groups to proactively assist the City in managing parking in their local neighborhoods. The educational campaign will also provide a means by which residents may continue to provide input on ongoing parking issues and potential new strategies moving forward.	PW		CD	PR	
Guiding Principle Area #8: Direct Community Development Department to Create Planning Initiatives to Enhance On-Street Parking Conditions							
8.01	ST	Reach out to apartment owners and multi-family building managers to provide tenants with secure bike facilities			CD		
8.02	ST	Improve public notice of existing transit facilities	PW		CD		
8.03	ST	Create permitted exemptions for short-term parking permits for contractors (e.g., 30-day) and in-home care professionals (e.g., up to one year) who may be operating an approved business at a residence.			CD		CE
8.04	MT	Reconsider parking policies for upcoming new developments and accessory dwelling units (ADUs)			CD		
8.05	MT	Look into new and/or more stringent off-street parking restrictions			CD		
8.06	MT	Study and reform parking code requirements		PD	CD		
8.07	MT	Monitor and evaluate the need for additional parking construction	PW		CD		
8.08	MT	Improve parking governance in commercial areas adjacent to residential neighborhoods (e.g., Tweedy Mile, commercial and industrial zones along Firestone Boulevard, Atlantic and Long Beach Boulevard)			CD		
8.09	MT	Preferential Parking Districts (PPDs). Conduct a financial evaluation of PPD permit pricing to meet resident needs while accounting for administrative and enforcement costs; set prices to reflect demand and available curb space; and/or limit the number of new PPDs which may be approved over a given time (e.g., annually)			CD		
8.10	MT	Preferential Parking Districts (PPDs). Increase the # of allowable permits per property.	PW		CD		
8.11	MT	Preferential Parking Districts (PPDs). Continue to establish PPDs to provide on-street parking supply equity among properties along a street, and to ensure residents and their visitors have a place to park	PW		CD		
8.12	MT	Preferential Parking Districts (PPDs). Coordinate with Public Works to monitor occupancies annually. If occupancies consistently reach 85 percent in residential areas, evaluate whether a PPD would be appropriate.	PW		CD		
8.13	MT	Preferential Parking Districts (PPDs). Coordinate with Public Works to establish a process to remove or redefine existing residential PPDs, achieved in a similar way as the petition and parking survey count method proposed as the basis for establishing new residential parking restrictions.	PW		CD		
8.14	MT	Work with businesses generating high, event-driven traffic and parking on nearby residential streets to consider implementing valet-assist parking services to (1) reduce the number of cars driving around looking for a space who may eventually wind up parking on residential streets; (2) increase parking turnover; and (3) allow twice as many cars into a lot due to stack parking.			CD		
8.15	MT	Work with businesses generating high, unavoidable event-driven traffic and parking on nearby residential streets to engage in good neighbor efforts to compensate for spillover parking impacts (e.g., free tickets to events and sporting functions to residents near schools)			CD		
8.16	MT	Ensure that school sites generating student-driven parking (e.g., Legacy HS, East L.A. Community College Expansion) provide adequate on-site parking	PW		CD		
8.17	MT	Work with businesses with quick turnarounds and/or delivery needs (e.g., banks, dry cleaners) to mark loading/unloading zones along the curb within the public right-of-way.			CD		
8.18	MT	Work with Parks and Recreation to expand GATE (Get Around Town Express) bus/shuttle service			CD	PR	
8.19	MT	Work with local schools to develop neighborhood traffic management plans (NTMP) which incorporate parking mitigation strategies for faculty, staff and students who currently park on adjacent residential streets	PW		CD		
8.20	MT	Investigate the potential need, viability and benefit of "cut-through" pedestrian paths between residential neighborhoods and commercial or school areas to encourage walking as a viable mode of transportation.	PW		CD		
8.21	MT	Coordinate with Unified School Districts and individual elementary/middle schools to augment existing Safe Routes to School (SRTS) Plans with parking/circulation plans in order to minimize the use and impact of pick-up, drop-off and faculty/staff parking on public streets.	PW		CD		
8.22	MT	Update city practices, principles, policies and standards to improve minimum lot size dimensions for new applications/projects.			CD		
8.23	MT	Improve public transportation ridership, visibility, availability and accessibility. Add new and/or improve existing bus stops.	PW		CD		
8.24	MT	Improve public transportation ridership, visibility, availability and accessibility. Implement discounted bus fares to encourage ridership.	PW		CD		
8.25	MT	Ensure Conditions of Approval for new developments to locate employee parking on-site.			CD		
8.26	MT	Require development projects to implement and/or contribute toward Transportation Demand Management (TDM) improvements as part of approval.	PW		CD		
8.27	MT	Design and build new pedestrian paths; improve walkability of school routes and downtown walking areas to encourage foot travel.	PW		CD		
8.28	MT	Work with local schools to improve and increase school busing, carpooling, vanpooling and/or shuttling services to remove single-occupant auto trips from city streets near schools.	PW		CD		
8.29	MT	Codify and set conditions for new developments to provide Free Parking to customers and tenants			CD		
8.30	MT	Planning and zoning to consider ending approval of garage-dwelling and SFDU-to-MFUD conversions			CD		CE
8.31	MT	Work collaboratively with other departments to develop fund prioritization plan for long-term parking improvements. Study the opportunity costs of using land and funds for automobile parking supply versus providing resources for non-auto modes to increase transportation choices.	PW		CD	PR	

Citywide On-Street Parking Action Plan - Recommended Strategies City of South Gate, CA

RS#	Priority	Description	Primary Department(s) Responsible			
			PW	PD	CD	PR
8.32	LT	Address the need to maintain City transportation infrastructure - consider policies, programs, and improvements that can reduce maintenance and administrative costs, or generate revenues to help fund capital needs for mass transit or non-motorized projects and/or parking reduction programs.	PW		CD	CE
8.33	LT	Work with local businesses to promote preferential parking for carpools and vanpools, in order to help reduce the need for single-auto employee parking.	PW		CD	
8.34	LT	Approve developments with adequate on-site parking facilities to increase off-street parking capacity	PW		CD	
8.35	LT	Explore options to implement traffic management associations providing parking brokerage services, so that facilities with excess parking capacity can seek, lease or trade it to others. Facilitate the benefits of flexible parking requirements between all building owners in a given area, new just developers of new facilities.			CD	
8.36	LT	Use zoning as a tool to encourage new developments to be more pedestrian friendly, such as defining pedestrian-oriented shopping or mixed-use areas, and discouraging the placement of parking between the building and the street (rear parking lots preferred).			CD	
8.37	LT	Encourage new developers to implement "green parking lots" (e.g., turf grids) where deemed appropriate, in order to address issues encountered when attempting to meet developmental off-street parking supply requirements, such as providing an overabundance of typical paved parking stalls, discouraging pedestrian or bicycle travel, or detracting from the character or visual appearance of the surrounding community.			CD	
8.38	LT	Encourage employers to participate in a "Cash Out" program for the value of employee parking. In order to fully or partially subsidize parking and offer workers the option to give up their parking space in exchange for its monetary value.			CD	
8.39	LT	Decrease population density through multi-use developments with adequate parking provisions			CD	
8.40	LT	Improve planning and zoning policies to better scrutinize the potential parking impacts of high-density residential developments where the surrounding on-street parking infrastructure cannot support the anticipated demand.			CD	
8.41	LT	For MFDU owners who do not provide sufficient parking, consider implementing a tax and create a 5-year plan to use funds for street resurfacing or other local parking improvements.			CD	
8.42	LT	Invest in and implement socioeconomic strategies. Explore widespread socioeconomic strategies to reduce citywide residential population/density, increase income and education levels.			CD	
8.43	LT	Invest in and implement socioeconomic strategies. Improve local job market and opportunities to promote local travel and reduce car ownership. Approve developments to create jobs (e.g., Employment Resource Center, Azalea Regional Shopping Center) to lower unemployment, improve housing affordability, reduce population density and reduce auto ownership per household.			CD	
8.44	LT	Invest in and implement socioeconomic strategies. Explore feasible mid-term solutions to reduce the occurrence of multiple families per household/parcel.			CD	
8.45	LT	Invest in and implement socioeconomic strategies. Provide education improvement opportunities for working age citizens (e.g., ELAC Expansion) to increase household income and improve affordability, reduce population density and reduce auto ownership per household			CD	
8.46	LT	Preferential Parking Districts (PPDs). Work with Public Works to define comprehensive criteria for implementation of new PPDs; accept and review applications/petitions; identify new or modified locations; implement PPDs where neighborhoods meet program criteria			CD	
8.47	LT	Preferential Parking Districts (PPDs). Evaluate effectiveness of PPDs on an ongoing basis	PW		CD	
8.48	LT	Develop planning and zoning policies to ensure wider, minimum street widths.	PW		CD	
8.49	LT	Work with LA County Metro to implement free/discounted local shuttle services.	PW		CD	
8.50	LT	Reduce wide-scale auto dependency and encourage transportation alternatives; introduce light rail transit (LRT) options.	PW		CD	
8.51	LT	Assess viability of First-Mile/Last-Mile (FM/LM) implementation.	PW		CD	
8.52	LT	Maintain, update and implement the City's Bicycle Facility Master Plan.	PW		CD	
8.53	LT	Pursue ATP Funding for bike paths, bike lanes, bike routes and/or cycle tracks.	PW		CD	PR
8.54	LT	Take steps to ensure the City of South Gate sees the benefits of future light-rail transit (LRT) systems (e.g., Eco Rapid Transit)	PW		CD	
8.55	LT	Encourage "park once and walk" shared parking environments to discourage commercial parking in residential areas near popular destinations.	PW		CD	
8.56	LT	Encourage/set policies for TOD (Transit-Oriented Development).			CD	
8.57	LT	Evaluate the effectiveness of local curb lane management policies and adjust as needed.	PW		CD	
8.58	LT	Explore 1-way street circulation plans to enhance mobility and encourage driveway use.	PW		CD	

NOTES:

ST Short-term priority/implementation (Within 1 Year)
 MT Mid-term priority/implementation (Within 1 to 5 years)
 LT Long-term priority/implementation (Within 5 to 10 years)

Responsible Department(s)
 PW: Public Works PD: Police CE: Code Enforcement
 CD: Community Development / Planning
 PR: Parks and Recreation Department

WARRANT REGISTER FOR COUNCIL MEETING 6/9/2020

PART I

RECEIVED

apChkLst
05/27/2020

9:38:59AM

Final Check List
CITY OF SOUTH GATE

JUN 9 2020
4:45pm

Page: 1

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
Bank : botw BANK OF THE WEST							
88782	5/28/2020	0012107	CALIFORNIA STATE DISBURSEME	5/28/2020	CA STATE DISB. UNIT: PAYMENT	1,218.45	1,218.45
Voucher:							
88783	5/28/2020	0009920	OCSE CLEARINGHOUSE SDU	5/28/2020	GARNISHMENT - AR CHILD SUPP	324.00	324.00
Voucher:							
88784	5/28/2020	0008951	SENCION, CARMEN	5/28/2020	SPOUSAL SUPPORT-E. SENCION	553.85	553.85
Voucher:							
Sub total for BANK OF THE WEST:							2,096.30
Grand Total All Checks:							2,096.30

3 checks in this report.

Item No. 11

Page: 1

WARRANT REGISTER FOR COUNCIL MEETING 6/9/2020

PART II

apChkLst
06/03/2020 8:58:24AM

Final Check List
CITY OF SOUTH GATE

Page: 1

Bank : botw BANK OF THE WEST

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132	5/14/2020	U.S. BANK CORPORATE PAYMEI					
0004266		AMAZON.COM	114-2159587-9868	4/5/2020	1 OF: BLUETOOTH NUMERIC KE	38.31	
0005347		WALMART	068818	3/25/2020	REFRESHMENTS FOR P & R STF	157.39	
0005295		TARGET	A000000031010C	3/31/2020	REFRESHMENTS FOR P & R STF	396.52	
0005292		DOLLAR TREE	04/15/2020	4/15/2020	PURCHASE OF BOTTLES FOR H	45.40	
0008906		CALIFORNIA DEPARTMENT OF T	0011873	4/16/2020	PENALTY FEE FOR UST EQUIPM	70.40	
0012591		HD SUPPLY FACILITIES MAINTEN	0012591	4/16/2020	PURCHASE OF GLOVES FOR ST	110.24	
00000416		RAPID-O-PRINT	060205	4/21/2020	PURCHASE OF MASKS FOR STA	1,835.50	
0012603		SHAKEY'S PIZZA	45	4/13/2020	LUNCH PD DAYSHIFT EMPLOYEI	525.04	
0009649		AT&T	4/2020	4/20/2020	INTERNET SERVICES AT AZALEA	124.08	
0005454		RALPHS	013569	4/2/2020	FOOD FOR SENIORS/COVID-19	160.22	
0005454		RALPHS	052408	4/1/2020	FOOD FOR SENIORS/COVID-19	123.36	
0009723		CHIPOTLE	03/28/2020	5/31/2020	EMP FOOD -COVID 19	554.91	
0005454		RALPHS	266 2 204 109	4/6/2020	FOOD FOR SENIORS - DISPUTIN	148.89	
0005292		TARGET	04/06/2020	4/6/2020	REFRESHMENTS FOR P & R STF	154.25	
0004854		SMART & FINAL	061866	4/16/2020	REFRESHMENTS FOR P & R STF	304.94	
0004854		SMART & FINAL	04/20/2020	4/20/2020	REFRESHMENTS FOR P & R STF	174.93	
0005347		AMAZON.COM	111-6721666-5668	6/1/2020	REFURB DELL LATITUDE E7470 ;	694.56	
0005347		AMAZON.COM	111-6721666-5668	4/6/2020	TONOR EXTERNAL MIC #1 EXTE	45.19	
0005347		AMAZON.COM	111-5433449-9404	4/6/2020	REFURB DELL LATITUDE E7470 ;	694.56	
0005347		AMAZON.COM	111-543449-94042	4/8/2020	TONOR EXTERNAL MIC #2 EXTE	45.19	
0005347		AMAZON.COM	D01-803159-9334I	4/9/2020	ANNUAL MEMBERSHIP	131.20	
0005347		AMAZON.COM	111-5079578-2569	4/10/2020	DISPLAYPORT TO HDMI CABLE F	14.87	
0005347		AMAZON.COM	111-6937307-4901	4/14/2020	1080 HDMI OVER ETHERN ADAP	114.47	
0005347		AMAZON.COM	111-4209060-7534	4/16/2020	XPOWER ELECTRIC COMPUTER	58.43	
0007198		SUPERA FOODS	000264	4/1/2020	DEPARTMENTAL SNACKS DURIN	64.07	
0005347		AMAZON.COM	112-1468213-019E	4/10/2020	10 OF: ASURION 4 YEAR DELL U	1,249.90	
00000322		SAM'S CLUB	4959167488	6/1/2020	EMP SNACKS -COVID 19	103.25	
0005730		EL MIXTECA	001552	4/8/2020	EMP FOOD -COVID 19	588.00	
00000322		SAM'S CLUB	5035904039 1 OF	4/8/2020	EMP SNACKS -COVID 19	56.40	
00004854		SMART & FINAL	006660	3/30/2020	DISINFECTING WIPES- SUPPLIE	107.37	
0012616		DOOR DASH	4/13/2020	4/13/2020	EMP FOOD -COVID 19	320.92	
0012582		CONDOR ELITE, INC	000403	4/9/2020	MASKS FOR PD EMPLOYEES- C	1,362.50	
0009026		TGI FRIDAY'S RESTAURANT	095088	4/20/2020	STAFF LUNCH/COVID19	114.11	

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Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
00000268		HOME DEPOT CREDIT SERVICES	8512561	3/30/2020	CLEANING SUPPLIES FOR WELL	41.55	
0008906		DOLLAR TREE	074191/027968	4/16/2020	BALLOONS PURCHASED FOR S	5.51	
00000322		SAM'S CLUB	00000322	4/16/2020	READILY AVAILABLE SNACKS AM	24.65	
0008451		COSTCO.COM	875757440	5/31/2020	COFFEE MAKER PURCHASED FI	113.54	
0012604		KEURIG GREEN MOUNTAIN	205391380	5/31/2020	KEURIG COFFEE MAKER PURCH	159.70	
00000322		SAM'S CLUB	4959167467	3/22/2020	EMP SNACKS -COVID 19	107.26	
0010470		PANERA BREAD	422482704	3/24/2020	EMP FOOD -COVID 19	41.45	
0010470		PANERA BREAD	14161335	3/24/2020	EMP FOOD -COVID 19	319.99	
0005347		AMAZON.COM	112-6769905-0887	3/23/2020	10 OF: NEW MICROSOFT SURFA	15,754.70	
0005347		AMAZON.COM	112-5914986-1766	3/25/2020	10 OF: MICROSOFT SURFACE PI	1,232.99	
0005347		AMAZON.COM	114-3944779-8381	4/5/2020	1 OF: ASURION 4 YEAR OFFICE I	6.99	
0005368		PRINTCO DIRECT	82735	3/25/2020	COVID-19 MAILINGS BILLED TO I	3,395.70	
0005347		AMAZON.COM	112-4539423-844C	4/10/2020	10 OF: DELL LATITUDE 7390 LAP	7,265.50	
0002871		ICC-INTERNATIONAL CODE COU	100866931	4/13/2020	INTERNATIONAL CODE COUNCIL	69.00	
0010571		UBER CONFERENCE	4/15/2020	4/15/2020	CONFERENCE CALL SERVICE	56.88	
0009420		SPARKLETTS	16963364 040220	4/2/2020	DS SERVICES STANDARD COFF	48.41	
0010278		FROMYOUFLOWERS	411016129	4/15/2020	CARMEN & MARIA AVALOS BROI	66.13	
0010278		FROMYOUFLOWERS	411016129-REFUJ	4/21/2202	CANCELED ORDER/CREDIT	-66.13	
0012582		CONDOR ELITE, INC	000411	4/14/2020	MASKS FOR PD EMPLOYEES- C	2,725.00	
0012582		CONDOR ELITE, INC	000413	4/15/2020	MASKS FOR PD EMPLOYEES- C	2,725.00	
0005730		EL MIXTECA	001667	4/15/2020	LUNCH-STAFF MEETING(8 PEOF	55.95	
0009026		TGI FRIDAY'S RESTAURANT	04/17/2020 FRIDA	4/17/2020	EMP FOOD -COVID 19	944.81	
0005454		RALPHS	266 3 238 119	3/30/2020	FOOD FOR SENIORS - DISPUTIN	84.06	
0012599		INSTACART	4/06/2020	4/6/2020	FOOD FOR SENIORS/COVID-19	103.52	
0000268		HOME DEPOT CREDIT SERVICES	W851815365	3/24/2020	CLEANING SUPPLIES FOR WELL	66.12	
0010470		PANERA BREAD	14161443	3/24/2020	EMP FOOD -COVID 19	664.96	
0009723		CHIPOTLE	3/24/2020	3/24/2020	LUNCH-NEEDS TO BE REIMBUR:	11.80	
0009723		CHIPOTLE	03/28/2020 NIGHT	3/28/2020	EMP FOOD -COVID 19	422.33	
0011008		HRDIRECT	45539	3/27/2020	SMART APP-2020/2021 ATTENDA	60.00	
0012617		SMARK COMPANY	3/30/2020	3/30/2020	GLOVES AND HAND SANITIZER-	1,916.76	
0008451		COSTCO.COM	280668941	3/31/2020	EMP SNACKS -COVID 19	166.99	
0005730		EL MIXTECA	001445	4/3/2020	EMP FOOD -COVID 19	595.00	
0000268		HOME DEPOT CREDIT SERVICES	W851815365-2	3/24/2020	CLEANING SUPPLIES FOR WELL	18.72	
0005347		AMAZON.COM	111-9630573-2777	3/21/2020	RENPHO AIR FILTER AIR PURIFI	227.06	
00000416		RAPID-O-PRINT	20367	4/9/2020	FACE MASKS - COVID 19	1,245.83	

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
0012581		U-HAUL	00498050	4/9/2020	REPLACEMENT - TRAILER FLAT	14.27	
0008513		EBAY	23-04833-4466	4/13/2020	REPLACEMENT WHEEL CAP FOI	13.88	
0008513		EBAY	02-04839-36527	4/14/2020	REPLACEMENT - TEMPERATURE	120.23	
00000488		PRAXAIR DISTRIBUTION, INC.	14098765	4/14/2020	ELECTRICAL WELDING RODS	218.79	
00000416		RAPID-O-PRINT	20213	4/1/2020	PURCHASE OF MASKS FOR STA	1,499.40	
00004854		SMART & FINAL	094111	4/2/2020	SNACKS/FOOD FOR STAFF DUR	62.75	
00004854		SMART & FINAL	030241	4/7/2020	SNACKS/FOOD FOR STAFF DUR	64.13	
0012591		HD SUPPLY FACILITIES MAINTEN	9180799994	4/9/2020	PURCHASE OF WIPES FOR STAI	743.69	
0012590		LA TRUCK & AUTO INC, NAPA AU	5156-148976	4/14/2020	STARTER FOR WATER UNIT # 31	132.91	
0011706		ANIXTER, INC.	19K212013	4/14/2020	WELDING TOOLS FOR FACILITIE	106.04	
0011227		LOGMEIN, INC.	199792622	3/30/2020	PARTIAL REFUND FOR DEPART	-145.76	
0011227		LOGMEIN, INC.	199792896	3/30/2020	GOTOMEETING CHANGE TO BU:	192.00	
0005347		AMAZON.COM	235-570-21-6202-1	3/31/2020	SSDS/ SWITCH/ USB CABLES EV	243.60	
00003911		VERSATILE INFORMATION PROD	111-9836916-7847	4/1/2020	D-LINE BIEGE CABLE COVER CA	63.92	
00003911		VERSATILE INFORMATION PROD	52679	4/1/2020	PUMA5 TACTICAL HOLSTER PUN	389.20	
0005347		AMAZON.COM	111-4941075-7189	4/3/2020	75' HDMI CABLE / ELECTRIC SCF	94.76	
0005347		AMAZON.COM	111-7435361-3593	4/1/2020	WEB CAMS FOR VIDEO CONFER	182.12	
0005347		AMAZON.COM	111-0653013-6625	4/6/2020	ASURION 4-YEAR LAPTOP ACC F	124.99	
0005347		AMAZON.COM	111-5001097-2485	4/6/2020	ASURION 4-YEAR LAPTOP ACC F	124.99	
0005294		WALGREENS	0003101001	4/21/2020	FOOD FOR SENIORS/COVID 19	21.86	
0011883		ESIGN SERVICES, INC.	460	4/17/2020	POOL VIDEO SCOREBOARD REF	2,185.00	
00004854		SMART & FINAL	04/09/2020	4/9/2020	REFRESHMENTS FOR P & R STF	399.89	
0012602		PACIFIC CASCADE	44008	4/7/2020	CHALK STICK KIT FOR TRAFFIC	849.98	
0012600		SMARK COMPANY	021860	4/14/2020	GLOVES FOR PATROL	493.92	
0005347		AMAZON.COM	114-8017493-9761	4/13/2020	SANITIZER BOTTLES	200.62	
0010683		NEW CHEF FASHION, INC.	676742	4/16/2020	FACE MASKS COVID-19	768.99	
00001414		OFFICE DEPOT	6440-1-	3/24/2020	PENS, MOISTENERS FOR DB	32.96	
0005368		PRINTCO DIRECT	3/23/2020	3/23/2020	DEPOSIT FOR BUSINESS POSTE	2,000.00	
0011985		BLOSSOM AND VINE FLORAL DE	100001454	3/23/2020	CONDOLENCE FLOWER ARRAN	80.00	
0005368		PRINTCO DIRECT	82733	3/21/2020	BUSINESS POSTERS "OPEN FOI	5,276.50	
0011227		LOGMEIN, INC.	204958110	4/7/2020	GOTOMEETING ADDITIONAL USI	196.20	
0005347		AMAZON.COM	111-453373-90298	4/1/2020	PRIVACY COVER FOR VIDEO CC	13.22	
0005347		AMAZON.COM	111-5703272-6040	4/10/2020	25' HDMI CABLE CABLE EOC'S /	24.62	
0005347		AMAZON.COM	111-5578769-4233	4/14/2020	CAT6A CABLE FOR NETWORK P/	87.02	
0005347		AMAZON.COM	111-3923031-9986	4/16/2020	PANASONIC TB CF-31 CHICLET I	165.32	

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
0012596		ZOOM.US	INV14062795	4/2/2020	ZOOM VIDEO CONFERENCING -	149.90	
0005347		AMAZON.COM	113-2739427-6891	4/5/2020	THANK YOU CARDS FOR ESSEN	193.76	
0005368		PRINTCO DIRECT	82747	4/9/2020	24,000 CENSUS/COVID-19 INFO	2,000.00	
0006108		STARBUCKS COFFEE	677226	4/15/2020	REFRESHMENTS FOR CD STAFF	37.80	
0008513		EBAY	09-04755-10957	3/31/2020	REPLACEMENT RUBBER FLOOR	60.41	
0008513		EBAY	17-04800-02078	4/7/2020	REPLACEMENT WHEEL CAP DEI	40.97	
00000416		RAPID-O-PRINT	20363	4/7/2020	FACE MASKS - COVID 19	1,245.63	
0009134		NORTHGATE MARKET	3/31/2020	3/31/2020	PURCHASE OF GROCERIES DUF	23.34	
00000416		RAPID-O-PRINT	20211	4/1/2020	PURCHASE OF MASKS FOR STA	1,499.40	
0005491		CVS	037091	4/24/2020	DISINFECTING WIPES- SUPPLIE	15.41	
0006440		OPTICS PLANET INC.	14542969	2/28/2020	RIFLE MAINTENANCE/REPAIR - I	72.79	
00002890		GRAINGER	7835	4/2/2020	SAFETY GLASSES-SUPPLIES NE	40.48	
00000322		SAM'S CLUB	067689	4/9/2020	READILY AVAILABLE SNACKS/RE	109.91	
0009727		ELIZABETH BAKERY INC.	065784	3/26/2020	FOOD FOR STAFF DURING COVI	21.75	
00004854		SMART & FINAL	03/31/2020	6/2/2020	SNACKS/FOOD FOR STAFF DUR	700.17	
0005347		AMAZON.COM	111-6453010-3864	4/14/2020	PANASONIC TB CF-31 RUBBER F	176.39	
0005347		AMAZON.COM	111-9963879-3813	4/16/2020	MICROSOFT SCULPT KEYBOARI	385.60	
0005347		AMAZON.COM	3/24/2020-REFUN	3/24/2020	CANCELLATION OF PRIME MEMI	-14.32	
00004854		SMART & FINAL	03/25/2020	3/25/2020	SNACKS/FOOD FOR STAFF DUR	495.87	
0012605		CLASSMARKER	CM7163165-12091	4/1/2020	ONE YEAR SUBSCRIPTION TO O	198.00	
0005292		TARGET	0379	3/25/2020	CLOROX CLEANING SUPPLIES N	133.62	
0005295		WALMART	075361	3/25/2020	CLOROX WIPES SUPPLIES NEEI	88.02	
0009931		FAMILY DOLLAR	070440	3/25/2020	DISINFECTING WIPES- SUPPLIE	11.03	
0007198		SUPER A FOODS	070675	3/25/2020	LYSOL SANI WIPES- SUPPLIES N	59.47	
0012600		SMARK COMPANY	041999	3/26/2020	GALLONS OF HAND SANITIZER:-	990.00	
0012600		SMARK COMPANY	004078	3/26/2020	32OZ HAND SANITIZER SPRAYS-	1,000.00	
0012600		SMARK COMPANY	022554	3/26/2020	32OZ HAND SANITIZER SPRAYS-	1,000.00	
00000322		SAM'S CLUB	031431	3/28/2020	READILY AVAILABLE SNACKS/RE	79.73	
0011873		CALIFORNIA DEPARTMENT OF T	04/16/2020 FEE	4/16/2020	CONVENIENCE PROCESSING FE	1.62	
0008153		TIME WARNER CABLE-	0586017031820	3/18/2020	SPECTRUM SUBSCRIPTION FOR :	590.06	
0008153		TIME WARNER CABLE-	0495151030720	4/7/2020	SPECTRUM SUBSCRIPTION FOF	129.99	
0008153		TIME WARNER CABLE-	0426628040120	4/1/2020	SPECTRUM SUBSCRIPTION SEF	126.90	
0008153		TIME WARNER CABLE-	0490491032720	3/27/2020	SPECTRUM SUBSCRIPTION FOF	230.57	
0008153		TIME WARNER CABLE-	0500034032720	3/27/2020	SPECTRUM SUBSCRIPTION FOF	230.57	
0008153		TIME WARNER CABLE-	0426271031420	3/14/2020	SPECTRUM SUBSCRIPTION SEF	15.76	

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
0008153		TIME WARNER CABLE-	0426602032520	3/25/2020	SPECTRUM SUBSCRIPTION FOF	230.57	
0008153		TIME WARNER CABLE-	0435603031420	3/14/2020	TIME WARNER CABLE SUBSCRIP	130.49	
00001917		ENTENMANN - ROVIN CO.	0150533-IN	3/20/2020	14 LAPEL PINS WITH NEW CITY I	216.90	
0005347		AMAZON.COM	111-5114134-7200	4/18/2020	WIRELESS EARBUDS FOR COU	203.90	
00000322		SAM'S CLUB	069623	4/2/2020	READILY AVAILABLE SNACKS/RE	57.73	
0012600		SMARK COMPANY	048421	4/9/2020	GALLONS OF HAND SANITIZER-	661.50	
0012601		R6 DISTILLERY	55072	4/10/2020	SANITIZER-SUPPLIES NEEDED /	191.63	
00000322		SAM'S CLUB	027018	4/11/2020	READILY AVAILABLE SNACKS/RE	33.40	
00000322		SAM'S CLUB	076000	4/16/2020	READILY AVAILABLE SNACKS/AM	90.73	
00000322		SAM'S CLUB	015995	4/16/2020	PAPER PLATES PURCHASED FO	18.72	
0012592		1-800-FLOWERS	W0046525419302	3/31/2020	SYMPATHY FLOWERS FOR FAMI	96.63	
00000525		CALIFORNIA CONTRACT CITIES	/3/26/2020	3/6/2020	(CREDIT) REGISTRATION FOR D	-35.00	
0008153		TIME WARNER CABLE-	0426263031420	3/14/2020	SPECTRUM SUBSCRIPTION SEF	5.25	
0008153		TIME WARNER CABLE-	0490384032720-3	6/2/2020	SPECTRUM SUBSCRIPTION FOF	20.27	
0008153		TIME WARNER CABLE-	0586090032620	3/26/2020	SPECTRUM SUBSCRIPTION FOF	239.00	
0008153		TIME WARNER CABLE-	0600966032220	3/22/2020	SPECTRUM SUBSCRIPTION FOF	119.99	
0005347		AMAZON.COM	113-2734041-736F	3/4/2020	(CREDIT) BATTERIES FOR COU	-4.42	
0005368		PRINTCO DIRECT	82739	4/8/2020	SOCIAL DISTANCING SIGNS FOF	661.50	
0012594		MCDONALD'S	437554	4/14/2020	LUNCH FOR EMPLOYEES (COV/I	21.02	
0005347		AMAZON.COM	114-3298931-5827	4/13/2020	THANK YOU" CARDS FOR ESSEI	290.64	
0005368		PRINTCO DIRECT	82753	4/14/2020	STICKERS WITH CITY LOGO FOF	485.10	
0012592		1-800-FLOWERS	W0087525442128	4/18/2020	SYMPATHY FLOWERS FOR CITY	103.66	
0012592		1-800-FLOWERS	W0045545399427	4/15/2020	SYMPATHY FLOWERS FOR COU	107.66	
0009931		FAMILY DOLLAR	028375	3/30/2020	HAND SANITIZER -SUPPLIES NE	3.86	
0005371		MARRIOTT HOTELS	12156	4/28/2020	LODGING FOR OFFICERS AMID I	796.95	
00000505		U.S. POSTAL SERVICE	062538	4/8/2020	POSTAGE STAMPS FOR BACKGF	440.00	
0005371		MARRIOTT HOTELS	12156-3/30/20	4/14/2020	LODGING FOR OFFICERS AMID I	1,252.35	
0005371		MARRIOTT HOTELS	MARRIOTT	4/21/2020	LODGING FOR OFFICERS AMID I	683.10	
0010827		CARD INTEGRATORS CORPORAT	2512549155	3/26/2020	INK AND PVC CARDS FOR PD EN	275.59	
00001625		EMBASSY SUITES HOTEL	0106681	3/24/2020	LODGING FOR OFFICER HUFFM.	108.01	
00004804		RIO HONDO COMMUNITY COLLE	X19-74-ZSGT	2/21/2020	TRAINING: COLLEGE ENROLLME	68.10	
00004804		RIO HONDO COMMUNITY COLLE	009649	3/30/2020	TRAINING: COLLEGE ENROLLME	23.82	
00004804		RIO HONDO COMMUNITY COLLE	3/30/2020	3/30/2020	TRAINING: COLLEGE ENROLLME	178.00	
00004804		RIO HONDO COMMUNITY COLLE	084241	3/30/2020	TRAINING: COLLEGE ENROLLME	228.00	88,554.36

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
132	5/14/2020	U.S. BANK CORPORATE PAYMENT					
00004266		SAM'S CLUB	331967	4/10/2020	EMP SNACKS-COVID-19	11.98	
00000322		ZOOM.US	INV16399575	4/20/2020	STANDARD PRO MONTHLY (6)	89.94	
0012596		WALMART	097233	3/24/2020	REFRESHMENTS FOR P & R STF	68.74	
0005295		AMAZON.COM	113-0751816-0627	3/19/2020	ID BADGES HOLDER & CLIPS	39.11	
0005347		CANVAS	02649-21994270	4/3/2020	PICTURE OF SENIOR PURCHASI	1.00	
0012155		WESTAMERICA COMMUNICATIONS	335550	4/15/2020	POSTAGE FOR MAILER OF INFO	4,029.98	
0012593		SAFCO DENTAL SUPPLY CO	8792881	4/1/2020	SANITARY WIPES FOR PD - COV	355.90	
0012552		RAPID-O-PRINT	20354	4/9/2020	INVENTORY PO/ SURGICAL MAS	1,356.08	
0000416		EL PESCADOR	037650	3/24/2020	COVID-19 CALL CENTER	95.57	
0005658		BLAZE PIZZA	3/25/2020	3/25/2020	COVID-19 CALL CENTER	62.51	
0009337		BLAZE PIZZA	210100	3/25/2020	COVID-19 CALL CENTER	62.51	
0009337		ZOOM.US	inv12763815	3/24/2020	TELECONFERENCE STANDARD	13.06	
0012596		ZOOM.US	INV12933683	3/25/2020	TELECONFERENCE STANDARD	37.71	
0012596		ZOOM.US	INV15895949	4/16/2020	WEBINAR 100 ANNUAL-PRORATI	370.41	
0005368		PRINTCO DIRECT	82726-1	3/23/2020	PAYMENT FOR POSTAGE - CENS	5,000.00	
0005347		AMAZON.COM	111-4956048-9760	4/18/2020	PANASONIC TB CF-31 CHICLET I	125.67	
0005347		AMAZON.COM	111-9836916-7847	4/5/2020	GALAXY S10 CASE FOR S10	22.02	
0008459		DOMINO'S PIZZA LLC	830892	3/25/2020	LUNCH FOR CD STAFF COVID-19	182.40	
0006494		WING HOUSE	494858	4/2/2020	EMP FOOD -COVID 19	772.13	
0005347		AMAZON.COM	112-9842225-6018	3/23/2020	10 OF: ASURION 4 YEAR SURFAI	1,269.90	
0005347		AMAZON.COM	112-7683516-2317	3/23/2020	10 OF: ASURION 4 YEAR SP KEY	299.90	
0008859		PRO MUSIC GROUP, LLC	P173879800018	2/28/2020	AUDITORIUM AUDIO BUTTON RE	293.63	
00000322		SAM'S CLUB	467039632	3/22/2020	EMP SNACKS -COVID 19	91.90	
0008451		COSTCO.COM	28039478-#653	3/24/2020	EMP SNACKS -COVID 19	231.13	
0012565		UNISAN PRODUCTS LLC	1082631-4152020	4/15/2020	INVENTORY PO/ HAND SANITIZE	2,547.88	
0009209		THE HABIT	129	3/23/2020	COVID-19 CALL CENTER	95.96	
0007198		SUPER A FOODS	029524	3/24/2020	COVID-19 CALL CENTER	31.10	
00000416		RAPID-O-PRINT	20369	4/9/2020	INVENTORY PO/FABRIC MASK	4,884.08	
0012552		SAFCO DENTAL SUPPLY CO	8807183	4/8/2020	SANITARY WIPES FOR PD - COV	408.82	
0012582		CONDOR ELITE, INC	000414	4/15/2020	SURGICAL MASKS (2,500) INVEN	2,725.00	
88785	5/28/2020	SO CALIF EDISON	5/10/2020	5/10/2020	BILLING PRD -APRIL/MAY 2020	63,016.04	25,576.02
Voucher:							
88786	6/9/2020	ACEVEDO, ARMANDO	Ref000269879	4/27/2020	UB REFUND CST #00038374-952	60.00	60.00
Voucher:							

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
88787	6/9/2020	0012650	Ref000269899	4/27/2020	UB REFUND CST #00050820-972	99.34	99.34
	Voucher:						
88788	6/9/2020	00004607	ADLERHORST INTERNATIONAL, I104625	4/8/2020	SUPPLIES FOR NEW CANINE M/F	711.68	711.68
	Voucher:						
88789	6/9/2020	00001467	ADMINISTRATIVE SERV. CO-OP 2004314	4/30/2020	APR 2020 - SERVICES FOR DIAL	19,911.85	19,911.85
	Voucher:						
88790	6/9/2020	00004372	AIRGAS USA, LLC	5/6/2020	INVENTORY PO/ SAFETY SUPPL	604.35	604.35
	Voucher:						
88791	6/9/2020	0012619	ALCARAZ, HILDA	5/14/2020	UB REFUND CST #00063089 - 27	70.78	70.78
	Voucher:						
88792	6/9/2020	0007290	APW KNOX-SEEMAN	5/8/2020	RADIATOR CAP FOR UNIT 623 P1	7.44	
	Voucher:						
			15245245	5/9/2020	AIR FILTERS AND LIGHT BULBS I	74.37	
			15245246	5/9/2020	BRAKE FLUIDS	40.41	
			15265523	5/14/2020	BRAKE PEDAL PADS FOR UNIT 3	10.84	
			15266200	5/15/2020	CONTROL ARMS, FILTERS, BRAK	688.92	
			15241733	5/8/2020	BULBS, OIL FILTERS AND COOL	70.01	891.99
88793	6/9/2020	0007196	ARMORCAST PRODUCTS COMP/0206850-IN	5/18/2020	WATER METER BOXES	9,784.90	9,784.90
	Voucher:						
88794	6/9/2020	00003529	AT&T	248-134-3274-05/ 5/7/2020	BILLING PRD- 05/07/20 - 06/06/20	9.28	9.28
	Voucher:						
88795	6/9/2020	00003692	AT&T MOBILITY	875963643X0516/ 5/8/2020	BILLING PRD- 04/9/20-05/8/20 (PL	405.39	
	Voucher:						
			28728833867x05	5/2/2020	BILLING PRD- APRIL 2020 - MDC;	1,004.32	1,409.71
88796	6/9/2020	0009040	ATLAS BACKFLOW	24025	VALVE REPAIR	1,553.81	
	Voucher:						
			23167	5/18/2020	BACKFLOW TESTS	1,080.00	
			24003	5/11/2020	BACKFLOW REPAIR	1,992.30	4,626.11
88797	6/9/2020	0010585	AUTOZONE STORES, INC.	5488976749	IGNITION COILS FOR UNIT 405	48.41	
	Voucher:						
			5488008574	4/8/2020	BRAKE ROTORS FOR UNIT 149	132.28	
			5477005416	5/11/2020	BRAKE PADS FOR UNIT 405	77.15	
			5488006470	5/8/2020	GREEN COOLANTS	15.91	
			5488007938	5/9/2020	WATER PUMP FOR UNIT 184	76.48	350.23
88798	6/9/2020	0011336	AVANT-GARDE INC.	5/11/2020	MAR 2020 - 2ND YEAR OF CONTI	13,197.50	13,197.50
	Voucher:						
88799	6/9/2020	0012651	AYALA, JUAN	Ref000269900	UB REFUND CST #00063315-1021	168.93	168.93
	Voucher:						

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
88800	6/9/2020	0012648 B H G	Ref000269896	4/27/2020	UB REFUND CST #00046202-1061	83.55	83.55
	Voucher:						
88801	6/9/2020	0007921 BADGER METER, INC.	S1113182.001	10/18/2019	TRAINING FOR ITRON MOBILE R	2,000.00	2,000.00
	Voucher:						
88802	6/9/2020	0011669 BDO USA LLP	001332577	4/29/2020	APR 2020 - SECTION 8 FINANCIA	1,390.00	1,390.00
	Voucher:						
88803	6/9/2020	0010615 BEARCOM	5021153	5/1/2020	RENEWAL- PD BEARCOM ANNUJ	1,969.67	1,969.67
	Voucher:						
88804	6/9/2020	0011929 BENNETT-BOWEN & LIGHTHOUS	3005507	4/17/2020	ORANGE GATE GAITER MASKS -	1,004.13	
	Voucher:						
88805	6/9/2020	00000862 CA-NV SECTION AWWA	3005771	5/4/2020	INVENTORY PO/ NITIRLE GLOVE	355.56	1,359.69
	Voucher:						
88806	6/9/2020	00003548 CDCE,INC	4160	4/30/2020	MAY 5-6, 2020 - WEBINAR REGIS	80.00	80.00
	Voucher:						
88807	6/9/2020	00000898 CENTRAL BASIN MUNI WATER DISG-APR20	136971	5/15/2020	PANASONIC CF-33 TABLET FIRS	918.00	918.00
	Voucher:						
88808	6/9/2020	0006239 CENTRAL FORD		5/14/2020	APR 2020 - WATER USAGE- CB M	14,603.12	14,603.12
	Voucher:						
			353790	5/4/2020	CONTROL MODULE FOR UNIT 40	341.14	
			354196	5/13/2020	AIR VENT FOR UNIT 405	51.38	
			354199	5/13/2020	OXYGEN SENSOR FOR UNIT 141	33.84	
			354316	5/15/2020	TRANSMISSION FLUIDS FOR UN	42.75	
			354348	5/16/2020	ENGINE MOUNTS FOR UNIT 903	219.75	
			354018	5/8/2020	AC HOSE FOR UNIT 143	128.28	
			354030	5/8/2020	AC TUBE/HOSE FOR UNIT 143	101.43	
			354147	5/9/2020	DOOR CHECK FOR UNIT 405	21.81	
			354209	5/13/2020	OXYGEN SENSOR FOR UNIT 141	59.30	
			354315	5/15/2020	BOLTS	26.46	
			354039	5/9/2020	WASHER MOTOR FOR UNIT 405	27.52	1,053.66
88809	6/9/2020	0005839 CHAMPION CHRYSLER JEEP DOI599847		5/9/2020	FUEL PUMP FOR UNIT 151	340.78	
	Voucher:						
88810	6/9/2020	00001756 CLICKER CLUB	599903	5/13/2020	BRAKE ROTORS AND PADS FOR	875.60	1,216.38
	Voucher:						
88811	6/9/2020	00000311 COASTLINE EQUIPMENT	7007	5/15/2020	INVENTORY PO/ TRANSMITTER	580.80	580.80
	Voucher:						
88812	6/9/2020	0011922 CONCENTRA MEDICAL CENTERS67798015	687025	4/24/2020	STEP KIT FOR UNIT 288	456.48	456.48
	Voucher:						
				4/29/2020	4/23/2020-LAX COMMERCE-PD P	83.00	83.00

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
88813	6/9/2020	00005194	COUNTY OF L.A. PUBLIC LIBRAR1920-18	5/11/2020	3RD QTR (JAN 2020-MAR 2020) \$	21,776.00	21,776.00
	Voucher:						
88814	6/9/2020	0012618	COVARRUBIAS, ANTHONY	5/11/2020	UB REFUND CST #00058760 - 84:	58.06	58.06
	Voucher:						
88815	6/9/2020	00003702	D & M TIRES & MUFFLERS	5/13/2020	1- TIRE FOR UNIT 619	400.00	400.00
	Voucher:						
88816	6/9/2020	00001423	DAILY JOURNAL CORPORATION	5/7/2020	NOTICE OF HRG: FY 20/21 ANNU	529.20	
	Voucher:						
			B3363024	5/7/2020	NOTICE OF HRG: FY 20/21 STRE	100.80	
			B3365004	5/14/2020	NOTICE OF RFP:GARFIELD IMPE	130.20	760.20
88817	6/9/2020	0012639	DORTA, ROSARIO	4/27/2020	UB REFUND CST #00038485-972	55.90	55.90
	Voucher:						
88818	6/9/2020	00004746	ELECSYS CORPORATION	4/28/2020	APR 2020 - UMS SOFTWARE SUJ	350.00	350.00
	Voucher:						
88819	6/9/2020	0012570	EMP: NORMA, CARDENAS FRANJ04152020	4/15/2020	INVENTORY PO/ FABRIC MASK -	275.00	275.00
	Voucher:						
88820	6/9/2020	00001917	ENTENMANN - ROVIN CO.	3/20/2020	BADGES REPAIR/REFINISH/REPI	849.95	849.95
	Voucher:						
88821	6/9/2020	0012649	ESCANDON, SERGIO	4/27/2020	UB REFUND CST #00046380-110:	150.00	150.00
	Voucher:						
88822	6/9/2020	00000619	FALCON FUELS, INC.	4/30/2020	REGULAR UNLEADED FUEL & T	5,577.23	5,577.23
	Voucher:						
88823	6/9/2020	00002026	FEDERAL EXPRESS CORPORATI6-982-06672	4/10/2020	FEDEX STANDARD OVERNIGHT,	12.69	
	Voucher:						
			7-006-63938	5/8/2020	FEDEX FIRST OVERNIGHT	112.79	125.48
88824	6/9/2020	0005869	FERGUSON WATERWORKS	4/30/2020	INVENTORY PO/ WATER PARTS	3,062.13	3,062.13
	Voucher:						
88825	6/9/2020	0006262	FIRESTONE HAND WASH	4/17/2020	VEHICLE DETAIL #162 - D. ARAKJ	200.00	
	Voucher:						
			2020104	4/17/2020	VEHICLE DETAIL #128 - R. CANG	200.00	
			20201001	4/17/2020	10/1/19-3/31/20 - CITYWIDE CAR	1,499.50	1,899.50
88826	6/9/2020	0007062	FONTIS SOLUTIONS	5/14/2020	INVENTORY PO/ PD CITATIONS	4,960.16	4,960.16
	Voucher:						
88827	6/9/2020	0010237	FRONTIER COMMUNICATIONS	5/19/2020	BILLING- 05/19/20-06/18/20	64.49	
	Voucher:						
			562-923-9514-05/	5/10/2020	BILLING - 05/10/20-06/09/20	121.48	185.97

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
88828	6/9/2020	00004934 GAS COMPANY	130 500 9400 5-0€	5/12/2020	BILLING PRD- 04/09/20 -05/08/20	186.14	
		Voucher:	134 700 9400 7-0€	5/12/2020	BILLING PRD- 04/09/20 -05/08/20	102.92	
			189 300 9500 5/2€	5/18/2020	BILLING PRD- 04/15/20 -05/14/20	1,064.80	
			083 407 6536 4-0€	5/21/2020	BILLING PRD- 04/20/20 -05/19/20	18.70	
			126 300 9600 1-0€	5/13/2020	BILLING PRD- 04/10/20 -05/11/20	19.63	
			049 200 7902 9-0€	5/14/2020	BILLING PRD- 04/13/20 -05/12/20	25.17	
			115 800 9600 3-0€	5/13/2020	BILLING PRD- 04/10/20 -05/11/20	3,531.04	
			132 600 9400 1-0€	5/12/2020	BILLING PRD- 04/09/20 -05/08/20	31.59	
			186 100 7200 3-0€	5/13/2020	BILLING PRD- 04/10/20 -05/11/20	345.58	
			094 300 7500 3-0€	5/15/2020	BILLING PRD- 04/14/20 -05/13/20	860.02	
			102 000 8100 7-0€	5/12/2020	BILLING PRD- 04/09/20 -05/08/20	111.57	
			045 400 7300 6-0€	5/13/2020	BILLING PRD- 04/10/20 -05/11/20	31.57	7,140.71
			013-900-7300-3-0€	5/13/2020	BILLING PRD- 04/10/20 -05/11/20	811.98	
88829	6/9/2020	0012625 GONZALEZ, BERNARDO	Ref000269856	4/27/2020	UB REFUND CST #00031034-101	114.00	114.00
		Voucher:	2020-25860	5/13/2020	UNIFORM AND ACCESSORIES	2,657.67	2,657.67
88830	6/9/2020	0008109 GOODIE'S UNIFORM	531423	4/30/2020	APR 2020 JAIL CLEANING OF BL	205.00	205.00
		Voucher:	022	5/6/2020	10/16/19-4/30/20 - PROF SVCS FC	75,168.08	75,168.08
88831	6/9/2020	00002524 GREEN'S CLEANERS	022	5/6/2020	UB REFUND CST #00030675-992	83.55	83.55
		Voucher:	Ref000269855	4/27/2020	UB REFUND CST #00040471-408	946.83	
88832	6/9/2020	0009528 GRIFFITH COMPANY	683477	5/6/2020	MULTI-CHLOR	590.52	
		Voucher:	683476	5/6/2020	MULTI-CHLOR	370.01	
88833	6/9/2020	0012624 GUERRERO, OLGA	683475	5/6/2020	MULTI-CHLOR	610.45	2,517.81
		Voucher:	683478	5/6/2020	MULTI-CHLOR	70.89	70.89
88834	6/9/2020	0011526 HASA, INC.	Ref000269883	4/27/2020	POLICE DEPARTMENT/ADMIN H/	141.96	
		Voucher:	9360863	4/29/2020	CLEANING & DISINFECTING SUF	189.74	
88835	6/9/2020	0012640 HOLMES, ORVILLE E	6350784	5/18/2020	FOUNDATIONS MAINT. SUPPLIES	48.31	
		Voucher:	0360890	5/21/2020	FOUNDATIONS MAINT. SUPPLIES	112.99	
88836	6/9/2020	00000268 HOME DEPOT CREDIT SERVICES	0350705	5/27/2020	FOUNDATIONS MAINT. SUPPLIES	151.13	644.13
		Voucher:		5/7/2020	FOUNDATIONS MAINT. SUPPLIES		

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
88837	6/9/2020	00004578	INTERWEST CONSULTING GROU58958	4/14/2020	MAR 2020 - CONSTRUCTION MO	13,500.00	
	Voucher:		59629	5/14/2020	APR 2020 - PLAN CHECK SERVIC	6,878.44	20,378.44
88838	6/9/2020	0009928	INVESTIGATIVE POLYGRAPH, SE341	5/6/2020	PRE-EMPLOYMENT POLYGRAPT	300.00	
	Voucher:		342	5/6/2020	PRE-EMPLOYMENT POLYGRAPT	300.00	
			344	5/8/2020	PRE-EMPLOYMENT POLYGRAPT	300.00	900.00
88839	6/9/2020	00000209	JHM SUPPLY , INC.	4/21/2020	GROUPS MAINT. EQUIPMENT F	1,096.77	1,096.77
	Voucher:		54442/3				
88840	6/9/2020	0005586	JOE A. GONSALVES & SONS	5/15/2020	JUNE 2020 - LEGISLATIVE ADVOI	2,545.00	2,545.00
	Voucher:		158258				
88841	6/9/2020	00003387	KNORR SYSTEMS, INC.	4/24/2020	POOL COVER	31,772.49	31,772.49
	Voucher:		SI221591				
88842	6/9/2020	0011366	KURK INVESTIGATIVE GROUP	5/11/2020	PARTIAL BACKGROUND INVESTI	805.00	
	Voucher:		20-035	5/11/2020	BACKGROUND INVESTIGATION I	1,300.00	
			20-036	5/11/2020	BACKGROUND INVESTIGATION I	1,300.00	
			20-037	5/11/2020	BACKGROUND INVESTIGATION I	1,000.00	4,405.00
			20-034	5/11/2020	BACKGROUND INVESTIGATION I	1,000.00	
88843	6/9/2020	0006905	LA COUNTY SHERIFF'S DEPARTM203495BL	5/7/2020	APR 2020 FOOD FOR THE JAIL	201.93	201.93
	Voucher:						
88844	6/9/2020	00001161	LIFE ASSIST INC	2/19/2020	SWIM STADIUM SUPPLIES	995.07	995.07
	Voucher:		975369				
88845	6/9/2020	00004729	LONG BEACH PRESS TELEGRAV0000480149	4/30/2020	PUBLIC NOTICE COSG CITY COI	1,551.44	1,551.44
	Voucher:						
88846	6/9/2020	0012637	MC COWN, VERONICA V	4/27/2020	UB REFUND CST #00037580-102	167.02	167.02
	Voucher:		Ref000269876				
88847	6/9/2020	00003815	MICHELSON LABORATORIES, INC25222	4/30/2020	HETEROTROPHIC PLATE COUN	953.75	953.75
	Voucher:						
88848	6/9/2020	00000170	MISC - PKS & REC REFUND	231736-GONZALE 5/26/2020	231736-REFUND OF FACILITY RE	1,150.50	1,150.50
	Voucher:						
88849	6/9/2020	00000170	MISC - PKS & REC REFUND	224489-RAMIREZ 5/28/2020	224489-REFUND OF FACILITY RE	810.00	810.00
	Voucher:						
88850	6/9/2020	00000170	MISC - PKS & REC REFUND	231270-TOLEDO, 4/8/2020	RI CK# 87961 231270 - REFUND 1	92.00	92.00
	Voucher:						
88851	6/9/2020	00000170	MISC - PKS & REC REFUND	231211-ALBENO,I 5/25/2020	231211-REFUND OF TOT TIME DI	92.00	92.00
	Voucher:						
88852	6/9/2020	00000170	MISC - PKS & REC REFUND	231185-MONTANC 6/1/2020	231185-REFUND OF TINY TWO'S	82.00	82.00
	Voucher:						

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
88853	6/9/2020	00000170	MISC - PKS & REC REFUND	5/13/2020	11146-HERNANDE	70.00	70.00
	Voucher:						
88854	6/9/2020	00000170	MISC - PKS & REC REFUND	5/26/2020	233535-FERNAN	60.00	60.00
	Voucher:						
88855	6/9/2020	0009426	MV CHENG & ASSOCIATES, INC.	04/2020	CONSULTANT ACCOUNTING SEF	320.00	
	Voucher:						
88856	6/9/2020	0009990	NATURE'S SELECT PET FOOD	4/2020	ACCOUNTING SERVICES/FINAN	1,190.00	1,510.00
	Voucher:						
88857	6/9/2020	0010683	NEW CHEF FASHION, INC.	3671	DOG FOOD COOK/MAIKO	94.81	94.81
	Voucher:						
88858	6/9/2020	00003962	NICKEY PETROLEUM CO., INC.	990814	POLO UNIFORM SHIRTS FOR EM	106.92	106.92
	Voucher:						
88859	6/9/2020	0010281	NV5, INC.	350192	INVENTORY PO/ BARE BRICK	2,129.52	2,129.52
	Voucher:						
88860	6/9/2020	0007984	O'REILLY AUTO PARTS	157501	1/22/20-2/29/20 -2CONST MGMTA	1,452.00	
	Voucher:						
				162666	APR 2020 - CONST MGMT AND IP	132.00	1,584.00
				3063-341185	HITCH BALL MOUNT AND HITCH	74.95	
				3063-343256	HEADLAMP	48.93	
				3063-345072	AC ORIFICE TUBES FOR UNIT 20	4.43	
				3063-345189	DEGREASER	11.01	
				3063-345406	BRAKE PADS, FUEL CAPS FOR L	99.79	
				3063-345446	BRAKE PADS FOR UNIT 138	61.06	
				3063-345465	WHEEL LUGS FOR UNIT 138	47.35	
				3063-345736	RADIATOR CAP FOR UNIT 623 P1	5.71	
				3063-346038	COOLANTS	85.93	
				3063-345903	FUEL PUMP FOR UNIT 151	231.64	
				3063-346514	BRAKE PADS FOR UNIT 479	83.17	
				3063-346563	JB-WELD	18.72	
				3063-346675	TIRE TUBE FOR UNIT 464	33.06	
				3063-346884	2SETS. BRAKE PADS FOR UNIT	284.81	
				3063-346885	TIRE TUBE FOR UNIT 464	33.06	
				3063-346735	SERPENTINE BELT FOR UNIT 90	55.07	
				3063-346762	AXLE SHAFT FOR UNIT 903	93.73	
				3063-346761	CREDIT FOR RETURNED PART, I	-89.16	
				3063-346768	CREDIT FOR RETURNED PART, I	-4.57	
88861	6/9/2020	0012516	ORTIZ ENTERPRISES, INC	5/6/2020	4/13/20-4/30/20 - CONST SVCS F	527,470.40	1,178.69
	Voucher:						

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
88862	6/9/2020	00004582 PARKHOUSE TIRE INC Voucher:	1010734707	4/28/2020	2- TIRES FOR UNIT 351 & 352	426.32	426.32
88863	6/9/2020	0010735 PD: GUZMAN, KELLY Voucher:	2019	5/13/2020	12/17/19-2/3/20 EDUCATIONAL RI	2,500.00	2,500.00
88864	6/9/2020	00000380 PD: PEREZ, EDWARD Voucher:	2020	5/20/2020	1/14/-4/20/2020 FY2019-2020 EDL	2,500.00	2,500.00
88865	6/9/2020	00004717 PETTY CASH- GENERAL FUND - Voucher:	4/23/2020-5/20/20:	5/21/2020	4/23/2020-5/20/2020 - PETTY CAS	516.86	516.86
88866	6/9/2020	0012646 PICHARDO, CHARLES Voucher:	Ref000269894	4/27/2020	UB REFUND CST #00043554-101:	300.00	300.00
88867	6/9/2020	00003691 PK: LARIOS, JUAN Voucher:	3/4/20-3/31/20	5/19/2020	3/4/20-3/31/20 - KARATE	231.00	231.00
88868	6/9/2020	0012636 PLA, ORESTE Voucher:	Ref000269875	4/27/2020	UB REFUND CST #00037534-100:	128.10	128.10
88869	6/9/2020	0005405 POLLARDWATER.COM Voucher:	0165393	4/27/2020	VALVE	124.64	124.64
88870	6/9/2020	0012647 RAMIREZ TOURS AND TRAVEL Voucher:	Ref000269895	4/27/2020	UB REFUND CST #00045250-270	33.30	33.30
88871	6/9/2020	00000416 RAPID-O-PRINT Voucher:	20489	5/6/2020	INVENTORY PO/NOTICE OF INTE	405.72	480.69
88872	6/9/2020	0011545 RELX, INC. Voucher:	20477	5/4/2020	PRINTING OF DOMESTIC VIOLEI	74.97	732.45
88873	6/9/2020	0012632 RIVAS, GRACIELLA Voucher:	1431080-2020043	4/30/2020	APRIL 2020 - MONTHLY SUBSCR	732.45	58.23
88874	6/9/2020	0007637 RSG, INC Voucher:	Ref000269869	4/27/2020	UB REFUND CST #00035861-518	58.23	1,617.50
88875	6/9/2020	00004821 S & J SUPPLY COMPANY, INC. Voucher:	I006170	4/30/2020	APR 2020 - GENERAL-ON CALL :	1,617.50	3,860.00
88876	6/9/2020	0008369 SAFETY-KLEEN SYSTEM, INC Voucher:	I006169	4/30/2020	APR 2020 - ANTI-GENTRIFICATC	3,860.00	5,532.50
88877	6/9/2020	0012620 SANYA, DENNY Voucher:	I006166	4/30/2020	APR 2020 - 13050 PARAMOUNT E	5,532.50	4,775.00
			I006165	4/30/2020	APR 2020 - 2019-20 HOUSING AL	4,775.00	1,160.00
			IO06168	4/30/2020	APR 2020 - 2019-20 SUCCESSOF	1,160.00	1,322.23
			S100153688.001	5/6/2020	VARIOUS WATER SUPPLIES - FIF	1,322.23	1,598.77
88876	6/9/2020	0008369 SAFETY-KLEEN SYSTEM, INC Voucher:	83083701	5/4/2020	MOTOR OIL	1,598.77	238.93
88877	6/9/2020	0012620 SANYA, DENNY Voucher:	83076685	4/29/2020	SERVICE PART CLEANER	238.93	1,837.70
			Ref000269725	5/14/2020	UB REFUND CST #00063446 - 26:	103.82	103.82

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
88878	6/9/2020	0012626 SCHIMELZ, EVA	Ref000269857	4/27/2020	UB REFUND CST #00032165-844	230.00	230.00
	Voucher:						
88879	6/9/2020	0012621 SHADON & SONS, LLC	Ref000269726	5/21/2020	UB REFUND CST #00060521 - 97	220.09	220.09
	Voucher:						
88880	6/9/2020	00002616 SHRED-IT US JV LLC	8129709487	4/30/2020	MAR 2020 SHREDDING OF DOCU	212.97	212.97
	Voucher:						
88881	6/9/2020	0009532 SKYLINE SAFETY AND SUPPLY	5639	5/11/2020	INVENTORY PO/ NITRILE GLOVE	474.98	474.98
	Voucher:						
88882	6/9/2020	00004864 SOUTHERN CALIFORNIA EDISON	387472	3/20/2020	METER & SERVICE CHANGE - AM	1,008.06	1,008.06
	Voucher:						
88883	6/9/2020	00004004 SPICERS PAPER, INC.	2439126	5/12/2020	INVENTORY PO/ COPY PAPER	2,951.17	2,951.17
	Voucher:						
88884	6/9/2020	0008773 STOTZ EQUIPMENT	P23095	5/13/2020	GROUNDS MAINT. EQUIPMENT F	442.91	442.91
	Voucher:						
88885	6/9/2020	0010678 SUPPLY SOLUTIONS	129163	5/11/2020	INVENTORY PO/ NITRILE GLOVE:	670.72	670.72
	Voucher:		129164	5/11/2020	INVENTORY PO/ TRAHS BAGS	1,825.19	2,495.91
88886	6/9/2020	0005498 TESCO CONTROLS, INC	0070223-IN	5/5/2020	REPL PRODUCTION METER - WE	11,806.33	11,806.33
	Voucher:						
88887	6/9/2020	0012518 THE HITT COMPANIES	OE-82680	4/2/2020	(1) 8" X 12" BLACK BACKGROUN	48.22	48.22
	Voucher:		OE-83265	4/28/2020	(3) 2X12X 1/16" NAME PLATES A	121.00	169.22
88888	6/9/2020	00003851 THOMSON REUTERS	842269750	5/1/2020	APRIL 2020 - WEST INFORMATIC	417.99	417.99
	Voucher:						
88889	6/9/2020	0008153 TIME WARNER CABLE-	0044267042720	4/27/2020	4/01/20-4/30/20 ACCT#84448 20 89	165.07	165.07
	Voucher:		0008335050120	5/1/2020	ACCT# 844830 017 0008335- 5/1/	161.26	326.33
88890	6/9/2020	0011390 TORREZ, GABRIEL	Ref000269897	4/27/2020	UB REFUND CST #00046333-580I	300.00	300.00
	Voucher:						
88891	6/9/2020	00003438 TRANS UNION-SOUTHERN CALI	104005042	4/27/2020	03/26/20-04/25/20 CREDIT CHEC	27.74	27.74
	Voucher:						
88892	6/9/2020	0010699 TRANSYSTEMS CORPORATION	INV-0003578077	5/4/2020	APR 2020 - CONSTRUCTION OF	4,037.34	4,037.34
	Voucher:						
88893	6/9/2020	0012095 TURNER SIGNS	4011	10/11/2020	CONSTRUCTION OF THE CITY H	24,937.50	24,937.50
	Voucher:						
88894	6/9/2020	0008005 U.S. BANK-PARS ACCT#67460225	JUN 2020	6/1/2020	PARS SUPPLMNTL RETIREMNT I	5,671.35	5,671.35
	Voucher:		JUL 2020	7/1/2020	PARS SUPPLMNTL RETIREMNT I	5,671.35	11,342.70

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
88895	6/9/2020	0008005	U.S. BANK-PARS ACCT#67460225JUL 2020 - LOUIE	7/1/2020	KEN LOUIE - PARS - EXCESS BE	550.00	
		Voucher:	JUL 2020 - MOST/	7/1/2020	M.MOSTAKHAMI - EXCESS BENF	680.00	
			JUL 2020 - R.BATI	7/1/2020	RON BATES - PARS-EXCESS BEI	160.00	1,390.00
88896	6/9/2020	00004964	UNDERGROUND SERVICE ALERTDSB20192039	5/1/2020	CALIFORNIA STATE FEE FOR RE	154.27	
		Voucher:	420200186	5/1/2020	DIG ALERTS- 215 TICKETS & \$10	364.75	519.02
			788757000- JUNE	6/1/2020	JUNE 2020 - COSG 2005 PENSIO	52,663.16	52,663.16
88898	6/9/2020	0012629	VALENZUELA, SAMUEL	4/27/2020	UB REFUND CST #000344451-2971	69.24	69.24
88899	6/9/2020	0012623	VERDUZCO, LAURIE	4/27/2020	UB REFUND CST #00061066-923:	91.16	91.16
88900	6/9/2020	00001848	VERIZON WIRELESS	4/23/2020	BILLING PRD- 03/24/20-04/23/20	9,643.25	
		Voucher:	9853206706	5/12/2020	IPADS COVID 19	1,414.14	11,057.39
			9000218674	5/20/2020	INVENTORY/ WYPALLS - COVID-	94.93	
			79182070	4/8/2020	CLEANING/DISINFECTING SUPP	49.58	
88901	6/9/2020	00002593	WAXIE'S SANITARY SUPPLY	5/19/2020	INVENTORY PO/ TOILET TISSUE	7,713.70	
		Voucher:	79066612	5/4/2020	INVENTORY/ WYPALLS	77.18	
			79178990	5/11/2020	INVENTORY PO/ GOJO SOAP	541.22	
			79140573	4/29/2020	FACILITY MAINTENANCE SUPPL	154.35	8,630.96
			79157995	4/28/2020	WATER QUALITY SAMPLING	160.00	
88902	6/9/2020	0010476	WECK LABORATORIES INC	5/11/2020	WATER QUALITY SAMPLING	180.00	
		Voucher:	W0D1674-COSOL	5/14/2020	WATER QUALITY SAMPLING	190.00	
			W0E0560-COSOL	5/15/2020	WATER QUALITY SAMPLING	150.00	
			W0E0828-COSOL	4/28/2020	WATER QUALITY SAMPLING	580.00	
			W0E0901-COSOL	5/2/2020	WATER QUALITY SAMPLING	200.00	1,460.00
			W0D1675-COSOL	4/16/2020	INVENTORY PO/ NITRILE GLOVE	980.06	980.06
88903	6/9/2020	0007584	WINZER CORPORATION	5/12/2020	PINK ENVELOPES	1,088.72	
		Voucher:	6604337	5/12/2020	PINK ENVELOPES	1,055.64	2,144.36
88904	6/9/2020	00003342	X-IGENT PRINTING, INC.	5/13/2020	REPAINTED FADED SURFACES-	1,479.75	1,479.75
		Voucher:	47466	5/6/2020	PAINT AND COUPLINGS	17.58	
			47465	5/18/2020	WATER SUPPLIES	42.68	60.26
88905	6/9/2020	0006745	XTREME AUTOBODY				
		Voucher:	2192				
88906	6/9/2020	00000062	ZIEGLER'S HARDWARE & SUPPLY				
		Voucher:	09453				

Sub total for BANK OF THE WEST: 1,155,509.53

123 checks in this report.

Grand Total All Checks: 1,155,509.53

WARRANT REGISTER FOR COUNCIL MEETING 6/9/2020

PART III

apChkLst
06/01/2020 9:16:49AM

Final Check List
CITY OF SOUTH GATE

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Bank : botw BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
1889	5/28/2020	00002370	INTERNAL REVENUE SERVICE Ben269686	5/28/2020	MEDICARE: PAYMENT	142,685.70	142,685.70
			Voucher:				
1890	5/28/2020	00001186	EMPLOYMENT DEVELOPMENT D Ben269688	5/28/2020	SDI: PAYMENT	46,275.33	46,275.33
			Voucher:				
1891	5/28/2020	00000004	NATIONWIDE RETIREMENT SOLL Ben269690	5/28/2020	DEF COMP NATIONWIDE: PAYME	50,316.00	50,316.00
			Voucher:				
1892	5/28/2020	00004836	SEIU LOCAL 721 CTW CLC-23900 Ben269692	5/28/2020	SEIU DUES: PAYMENT	3,283.20	3,283.20
			Voucher:				
1893	5/28/2020	00000343	PUBLIC EMPLOYEES RETIREMENT Ben269694	5/28/2020	PERS RETIREMENT: PAYMENT	217,929.47	217,929.47
			Voucher:				
1894	5/28/2020	00004996	SEIU-COPE LOCAL 721, LAVOC CIBen269696	5/28/2020	SEIU- COPE LOCAL 721 DEDUCT	44.00	44.00
			Voucher:				
1895	5/28/2020	00004988	CHILD SUPPORT ON-LINE, STATE Ben269698	5/28/2020	CHILD SUPPORT-ONLINE: PAYMI	2,195.54	2,195.54
			Voucher:				
Sub total for BANK OF THE WEST wires:						462,729.24	

7 wire transfers in this report.

Grand Total All Wire Transfers: 462,729.24

**WARRANT REGISTER SUMMARY
CITY COUNCIL MEETING 6/9/2020**

TOTAL PART I - PAYROLL-RELATED CHECKS	2,096.30
TOTAL PART II - ACCOUNTS PAYABLE CHECKS	1,155,509.53
TOTAL PART III - PAYROLL-RELATED WIRE TRANSFERS	462,729.24
	<hr/>
SUB - TOTAL	1,620,335.07
LESS: VOIDS	(92.00)
LESS: EMPLOYEE PAYROLL DEDUCTIONS	(304,099.22)
	<hr/>
GRAND TOTAL	1,316,143.85

**SOUTH GATE CITY COUNCIL
WARRANT APPROVAL AND CANCELLATION**

Warrant Number **88782** to Warrant Number **88906** inclusive, plus Wire Transfers & EFTs, totaling **\$1,316,143.85** as listed on the accompanying Accounts Payable Warrant Register of **June 9, 2020** and approved as presented, with the exception of the following voided and replacement warrants:

<i>Check</i>	<i>Vendor</i>	<i>Check Date</i>	<i>Amount</i>	<i>Reason for Void</i>
87961	TOLEDO, JOHANA	4/28/2020	\$ 92.00	WRONG NAME ON REFUND FORM. REISSUED
GRAND TOTAL OF VOIDED & REPLACEMENT CHECKS			\$ 92.00	

CITY AUDITOR



CITY MANAGER

DIRECTOR OF ADMINISTRATIVE SERVICES

Pursuant to action of the City Council on **June 9, 2020** at a regular or adjourned meeting, the City Treasurer was ordered to pay and/or cancel the above warrants, as approved.