



AGENDA
REGULAR MEETING OF THE MAYWOOD CITY COUNCIL
AND THE SUCCESSOR AGENCY TO THE MAYWOOD COMMUNITY
REDEVELOPMENT AGENCY

WEDNESDAY, JANUARY 27, 2021 AT 7:00 P.M.

PLEASE NOTE THAT THE CITY COUNCIL MAY ACT ON ANY ITEM LISTED ON THE AGENDA

I. CALL TO ORDER/ROLL CALL

CALL TO ORDER
ROLL CALL

II. CITY OFFICIALS

MAYOR
Ricardo Lara

CITY CLERK
Flor Aguiluz

MAYOR PRO TEM
Heber Marquez

CITY TREASURER
Mary Mariscal

COUNCIL MEMBERS
Eduardo De La Riva
Frank Garcia
Jessica Torres

CITY MANAGER
Jennifer E. Vasquez

CITY ATTORNEY
Roxanne Diaz

III. COVID-19 MEETING PROCEDURES

PUBLIC ADVISORY: THE CITY COUNCIL CHAMBERS WILL NOT BE OPEN TO THE PUBLIC

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, the regular meeting of the City Council for January 27, 2021 will be conducted telephonically through Zoom and broadcast live on the City's Facebook page. Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Council Chambers will not be open for the meeting. Council Members will be participating telephonically and will not be physically present in the Council Chambers.

If you would like to speak on an agenda item, you can access the meeting remotely via zoom:
Join by phone 1-669-900-6833 Enter Meeting ID: 857 3552 6565 Passcode: 247456

OR

Please click the link below to join the webinar:

Please click this URL to join.

<https://us02web.zoom.us/j/85735526565?pwd=dDgzdFdneWZVN0hrMWlvNHdsZGsOUT09>

Passcode: 247456

If you want to comment during the public comment portion of the agenda, Press *9 on your phone or raise your hand in the zoom controls and we will select you from the meeting cue. NOTE: Your phone number will appear on the screen unless you first dial *67 before dialing the numbers as shown above.

The City wants you to know that you can also submit your comments by email to shirley.quinones@cityofmaywood.org. To give adequate time to print out your comments for consideration at the meeting, please submit your written comments prior to 4:30 p.m.; or if you are unable to email, please call the City Clerk's Office at (323) 562-5714 by 4:30 p.m.

If you wish to have your comments read to the Council Members during the appropriate Public Comment period, please indicate in the **Subject Line "FOR PUBLIC COMMENT"** and list the item number you wish to comment on. Comments that you want read to the Council will be subject to the three minute time limitation (approximately 350 words). Written comments that are only to be provided to Council and not read at the meeting will be distributed to the Council prior to the meeting.

Pursuant to the Executive Order, and in compliance with the Americans with Disabilities Act, if you need special assistance to participate in the Council meeting, please contact the City Clerk's Office, (323) 562-5714 within 48 hours of the meeting.

IV. MAYOR, COUNCILMEMBERS AND STAFF COMMENTS

V. PUBLIC PARTICIPATION (Agenda Items; Time allotted: 3 minutes)

Speakers wishing to address the City Council on an item on the agenda may use the following:

Join by phone 1-669-900-6833 Enter Meeting ID: 857 3552 6565 Passcode: 247456

OR

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VI. PRESENTATIONS

VII. PUBLIC HEARING

A Public Hearing for the proposed uses of the Community Development Block Grant Allocation for Fiscal Year 2021-2022 and adoption of Resolution No. 6162 Approving the Community Development Block Grant Program Budget for Fiscal Year 2021-2022.

VIII. CONSENT CALENDAR

All matters listed under CONSENT CALENDAR are considered to be routine and can be acted on by one roll call vote. There will be no separate discussion of these items unless members of the City Council request specific items to be removed from the Consent Calendar for separate discussion or action.

1. Minutes for 01/13/2021 Adjourned City Council Meeting.
2. Resolution 6159 of the City Council of the City of Maywood and Successor Agency to the Maywood Community Redevelopment Agency Approving the Warrants for Payments.
3. Revenue Report from July – December 2020
4. Consideration to approve a lease amendment extending the lease between the City of Maywood and the Baldwin Park Unified School District for the use of classroom space in the Maywood Park Multipurpose Building
5. Consideration of Letter of Commitment between the City of Maywood and Public Health Advocates.

IX. DISCUSSION/ACTION ITEMS

6. Fiscal Year 20/21 Midyear Financial Report and consider adoption of Resolution No.6160 to amend the FY 20/21 Budget.
7. Discussion of Resolution No. 6161 Adopting the City of Maywood Homelessness Plan.

X. CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATOR - Government Code Section 54957.6
City Negotiator City Manager
Employee Organization: Maywood Employees Association

XI. PUBLIC PARTICIPATION (Non-Agenda Items; Time allotted: 3 minutes)

Speakers wishing to address the City Council on an item not on the agenda may use the following:

Join by phone 1-669-900-6833 Enter Meeting ID: 857 3552 6565 Passcode: 247456

OR

Please click the link below to join the webinar:

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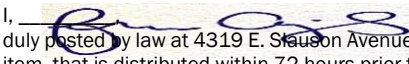
Passcode: 247456

If you want to comment during the public comment portion of the agenda, Press *9 on your phone or raise your hand in the zoom controls and we will select you from the meeting cue.

NOTE: Your phone number will appear on the screen unless you first dial *67 before dialing the numbers as shown above.

XII. ADJOURNMENT - The next Adjourned Meeting of the Maywood City Council is February 10, 2021 at 7:00 p.m.

PUBLIC ACCESS TO CITY COUNCIL MEETING AGENDA AND AGENDA PACKETS

I,  Flor Aguiluz, City Clerk or Shirley Quinones, Deputy City Clerk, hereby certify that this agenda was duly posted by law at 4319 E. Slauson Avenue, Maywood, CA 90270 and the City Website. Any public record, relating to an open session agenda item, that is distributed within 72 hours prior to the meeting is available for public inspection at the Maywood City Hall, 4319 E. Slauson Avenue, Maywood CA 90270. If you challenge in court any discussion or action taken concerning an item on this Agenda, you may be limited to rising only those issues you or someone else raised during the meeting or in written correspondence delivered to the City at or prior to the City's consideration of the item at the meeting. In compliance with the ADA, if you need special assistance for the meeting, call (323) 562-5723 within 72 hours prior to the meeting so the City can make reasonable arrangements to ensure accessibility.





AGENDA **1**
ITEM NO. _____

**MINUTES OF ADJOURNED MEETING OF THE MAYWOOD CITY COUNCIL
AND THE SUCCESSOR AGENCY TO THE MAYWOOD COMMUNITY
REDEVELOPMENT AGENCY**

WEDNESDAY, JANUARY 13, 2021 AT 7:00 P.M.

PLEASE NOTE THAT THE CITY COUNCIL MAY ACT ON ANY ITEM LISTED ON THE AGENDA

I. CALL TO ORDER and ROLL CALL

II. CITY OFFICIALS

MAYOR

Ricardo Lara (present)

CITY CLERK

Flor Aguiluz (present)

MAYOR PRO TEM

Heber Marquez (teleconference)

CITY TREASURER

Mary Mariscal (teleconference)

COUNCIL MEMBERS

Eduardo De La Riva (present)

Frank Garcia (teleconference)

Jessica Torres (teleconference)

CITY MANAGER

Jennifer E. Vasquez (present)

CITY ATTORNEY

Roxanne Diaz (teleconference)

STAFF PRESENT:

Hrant Manuelian, Finance Director (teleconference)

Shirley Quinones, Deputy City Clerk (teleconference)

Gisselle Delgado, Community Service Liaison (teleconference)

Edith Carrillo, Administrative Analyst (teleconference)

III. COVID-19 MEETING PROCEDURES

PUBLIC ADVISORY: THE CITY COUNCIL CHAMBERS WILL NOT BE OPEN TO THE PUBLIC
PURSUANT TO GOVERNOR GAVIN NEWSOM'S EXECUTIVE ORDER N-29-20 THIS MEETING WAS
HELD AS A TELECONFERENCE MEETING.

OBSERVERS WERE ABLE TO VIEW THE MEETING LIVESTREAMED VIA THE CITY'S FACEBOOK AT:

<https://www.facebook.com/cityofmaywood> OR BY ZOOM AT:.

<https://us02web.zoom.us/j/83082396469?pwd=WUN1enBrdEFWdkJlRO1Cb3Fxb0doQT09>

Teleconference: 1-669-900-6833 Zoom ID: 830 8239 6469 Passcode: 922481

Comments may have been submitted via e-mail to shirley.quinones@cityofmaywood.org by 3:30 p.m. prior to meeting and by teleconference any time prior to closure of the public comment portion of the item(s) under consideration.

IV. MAYOR, COUNCILMEMBERS AND STAFF COMMENTS

Mayor, Council Members and City Manager provided community updates.

V. PUBLIC PARTICIPATION (Agenda Items; Time allotted: 3 minutes)

- 1) Lilia Mariscal (Submitted by teleconference)

VI. PRESENTATIONS

The Mayor proclaimed January 24 – 30, 2021 as School Choice Week in Maywood.

Christmas Home Decoration Awarded 1st place Lilia Mariscal and runner up Camerina Concha.

VII. PUBLIC HEARING

None

VIII. CONSENT CALENDAR

All matters listed under CONSENT CALENDAR are considered to be routine and can be acted on by one roll call vote. There will be no separate discussion of these items unless members of the City Council request specific items to be removed from the Consent Calendar for separate discussion or action.

1. Minutes for 12/09/2020 Adjourned City Council Meeting. **Motion to approve Adjourned City Meeting Minutes by De La Riva. Second by Garcia. AYES: De La Riva, Garcia, Torres, Marquez, Lara. PASSES.**
2. Resolution 6156 of the City Council of the City of Maywood and Successor Agency to the Maywood Community Redevelopment Agency Approving the Warrants for Payments. **Motion to adopt Resolution 6156 to the Maywood Community Redevelopment Agency Approving the Warrants for Payments by De La Riva. Second by Garcia. AYES: De La Riva, Garcia, Torres, Marquez, Lara. PASSES.**
3. Revenue Report from July – November 2020. **Motion to receive and file the Revenue Report from July – November 2020 by De La Riva. Second by Garcia. AYES: De La Riva, Garcia, Torres, Marquez, Lara. PASSES.**
4. Approval of Professional Services Agreement with Keenan & Associates for Insurance Consulting and Brokerage Services. **Motion to approve professional services agreement with Keenan & Associates for insurance consulting and brokerage services for a three-year term in an amount not to exceed \$87,000 and approve two additional one-year extensions by De La Riva. Second by Garcia. AYES: De La Riva, Garcia, Torres, Marquez, Lara. PASSES.**

5. Resolution Adopting a Complete Streets Policy to maintain City's eligibility for Grant Applications. **Motion to adopt Resolution No. 6158 adopting a Complete Streets Policy by De La Riva. Second by Garcia. AYES: De La Riva, Garcia, Torres, Marquez, Lara. PASSES.**
6. A Resolution of the Successor Agency of the former Redevelopment Agency of the City of Maywood approving the Proposed Recognized Obligation Payment Schedule and Administrative Budget for the Period July 1, 2021 Through June 30, 2022. **Motion to adopt Resolution No. 6157 approving the Successor Agency to the Former Maywood Redevelopment Agency Recognized Obligation Payment by De La Riva. Second by Garcia. AYES: De La Riva, Garcia, Torres, Marquez, Lara. PASSES.**

IX. DISCUSSION/ACTION ITEMS

7. City Council discussion and direction for Staff regarding the preparation of an Ordinance regulating the operation of Food Trucks. **No action taken.**
8. Discussion and Direction Regarding the Funding for COVID-19 Relief Programs for Maywood Businesses, Tenants and Landlords. **Direction given to staff to allocate remaining CDBG funds to the following: \$50,000 to Rental Assistance, \$25,000 to Owner Occupied Utility Assistance and the remainder to Small Business Assistance Program.**

X. CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATOR - Government Code Section 54957.6
City Negotiator City Manager
Employee Organization: Maywood Employees Association

NO REPORTABLE ACTION

XI. PUBLIC PARTICIPATION (Non-Agenda Items: Time allotted: 3 minutes)

The following spoke on Non-Agenda Items:

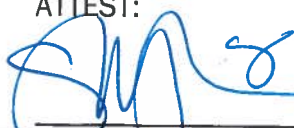
1. Maria Villatoro (Submitted via e-mail)
2. Jay J (Submitted via e-mail)

- XII. ADJOURNMENT** – Meeting adjourned in memory of Carlos Husman and Mateo Verde Martinez at approximately 10:00 p.m. on January 13, 2021 to January 27, 2021 at 7:00 p.m. for the regular meeting of the Maywood City Council.



Ricardo Lara, Mayor

ATTEST:



Flor Aguiluz, City Clerk

Shirley Quinones, Deputy City Clerk

COUNCIL AGENDA

ITEM No. 2

RESOLUTION NO. 6159

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
MAYWOOD AND SUCCESSOR AGENCY TO THE MAYWOOD COMMUNITY
REDEVELOPMENT AGENCY APPROVING THE WARRANTS FOR PAYMENT**

WHEREAS, the following listed demands have been reviewed by the Director of Finance, and

WHEREAS, the Director of Finance has certified to the accuracy and availability of funds for payment thereof, and

WHEREAS, the register of audited demands is hereby submitted to the City Council of the City of Maywood and Successor Agency to the Maywood Community Redevelopment Agency for approval.

NOW, THEREFORE, BE IT RESOLVED, that the listed Warrants and Wire Transfers/Automated Clearing House (ACH) Transactions for \$804,288.42 are hereby ratified:

- Exhibit A – Summary of Warrants and Wire Transfers/ACH Transactions
- Exhibit B – Detail of Warrants

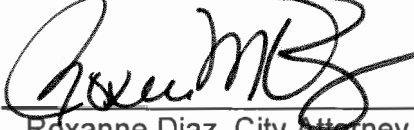
PASSED, APPROVED AND ADOPTED THIS 27th day of January, 2021.


Ricardo Lara, Mayor

ATTEST:


Flor Aguiluz, City Clerk
Shirley Guinones, Deputy City Clerk

APPROVED AS TO FORM:


Roxanne Diaz, City Attorney

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF MAYWOOD

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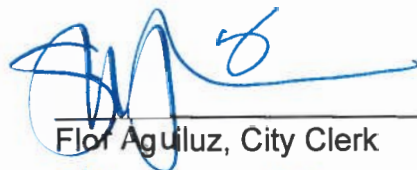
I, Flor Aguiluz, City Clerk of the City Council of the City of Maywood, do hereby certify that foregoing Resolution No. 6159 was duly passed and adopted by the City Council of the City of Maywood, at a regular meeting of the City Council held on the 27th day of January, 2021 by the following roll call vote, to wit:

AYES: DE LA RIVA, GARCIA, TORRES, MARQUEZ, LARA

NAYES:

ABSENT:

ABSTAINED:



Flor Aguiluz, City Clerk

Shirley Quinones, Deputy City Clerk

City of Maywood
Summary Warrants for Payment and Wire Transfers/ACH Transactions
Council Meeting Date
Wednesday, January 27, 2021

Accounts Payable		Amount
Accounts Payable prepaid warrants for payment: Checks No. 087968 - 087998		\$ 36,457.56
Accounts Payable regular warrants for payment: Checks No. 087999 - 088012		\$ 480,880.71
	Sub-total	\$ 517,338.27
 Wire Transfers/ACH Transactions		
01/12/21 CalPERS Employer Contribution - Pay Period 12/20/2020-1/02/2021		\$ 5,739.57
01/13/21 Wells Fargo Bank - Maywood CDD Tax Alloc 2017A, A2, - Principal & Interest		\$ 272,762.43
01/13/21 Myers Power Products, Inc - Standard Pedestal		\$ 2,962.46
01/15/21 US Bank Analysis Service Charge		\$ 785.69
01/15/21 Precision Iron Works - Install & Paint Iron Fence at Riverfront Park		\$ 4,700.00
	Sub-total	\$ 286,950.15
Total Demands		\$ 804,288.42

City of Maywood
Detail Warrants for Payment
Warrants No. 087968 to 088012

Check No.	Prepays	Date	Vendor Name	Check Amt	Transaction Description
087968			VOID		VOID
087969	P	1/20/2021	Airgas USA, LLC	686.63	Public Works PPE Supplies
087970	P	1/20/2021	AT&T	403.40	Elevator Emergency Phone Line 12/10/2020 - 01/09/2021
087971	P	1/20/2021	AT & T Long Distance	47.75	Elevator Emergency Line December 2020
087972	P	1/20/2021	Brinks, Inc.	159.55	January 2021 Cash Handling Service
087973	P	1/20/2021	Calmex Graphics	2,943.46	Office Stationery
087974	P	1/20/2021	CoreLogic Solutions, LLC.	150.00	Property Finder January 2021
087975	P	1/20/2021	Dave And Frank Automotive	189.71	Vehicle Fleet Maintenance
087976	P	1/20/2021	Dell Computer Corp.	981.48	Desktop Computer
087977	P	1/20/2021	Dewey Pest Control	97.00	January 2021 Pest Control City Hall
087978	P	1/20/2021	Dunn Edwards Corp.	197.14	Public Works Supplies
087979	P	1/20/2021	Flor Aguiluz	600.00	December 2020 and January 2021 City Clerk Stipend
087980	P	1/20/2021	L.B. Johnson Hardware Co.	713.45	Public Works Supplies
087981	P	1/20/2021	LGP Equipment Rentals	605.13	Rental of Boom Lift (to hang Christmas Banners)
087982	P	1/20/2021	Mary Mariscal	100.00	December 2020 and January 2021 Treasurer Stipend
087983	P	1/20/2021	Maywood Car Wash	123.00	Car Wash/Gas December 2020
087984	P	1/20/2021	Preferred Benefit Insurance Administrators, Inc.	2,346.70	Dental & Vision Insurance January 2021
087985	P	1/20/2021	QDoxs	86.42	Copier Base Charge January 2021
087986	P	1/20/2021	Southern California Edison	185.95	Emergency Rental Assistance
087987	P	1/20/2021	Southern California Edison	18,623.15	Various Locations 11-24-2020 to 12-24-2020
087988	P	1/20/2021	Sparklets Drinking Water Corp	60.68	City Hall Office Water
087989	P	1/20/2021	Staples Business Advantage	1,365.98	Office Supplies
087990	P	1/20/2021	State Compensation Insurance Fund	1,174.56	Workers Comp Insurance FY 20/21 Surcharge

City of Maywood
Detail Warrants for Payment
Warrants No. 087968 to 088012

Check No.	Prepays	Date	Vendor Name	Check Amt	Transaction Description
087991	P	1/20/2021	The Gas Company	156.89	4323 Slauson Ave. 12/08/2020 - 01/08/2021
087992	P	1/20/2021	The Gas Company	20.53	4317 Slauson Ave. 12/08/2020 - 01/08/2021
087993	P	1/20/2021	The Gas Company	32.20	4319 Slauson Ave. 12/08/2020 - 01/08/2021
087994	P	1/20/2021	The Gas Company	139.05	Emergency Rental Assistance
087995	P	1/20/2021	Time Warner Cable	621.56	Internet & Phone Service January 2021
087996	P	1/20/2021	U.S. Bank Operations Center	2,750.00	Annual Trustee Fees
087997	P	1/20/2021	Xerox	342.49	December 2020 Base Charge and Printing Fee
087998	P	1/20/2021	Xerox Financial Services	553.70	Lease Payment 12-15-2020 - 01-14-2021
087999		1/20/2021	Alta Environmental	2,661.25	Professional Services December 2020 MS4 nPDES Permit
088000		1/20/2021	California Consulting, Inc.	3,000.00	Grant Writing Services; January 2021
088001		1/20/2021	Crosstown Electrical & Data, Inc.	5,799.48	Preventive Maintenance Street Lights
088002		1/20/2021	Dapeer, Rosenblit & Litvak, LLP	1,269.40	Code Enforcement Legal Services December 2020
088003		1/20/2021	George Hill Company	837.00	City Claims/Adjuster December 2020
088004		1/20/2021	Graffiti Protective Coatings	5,310.00	December 2020 Bus Shelter Maintenance
088005		1/20/2021	Hinderliter, de Llamas & Assoc.	1,210.16	2nd Quarter Sales Tax and Audit Services
088006		1/20/2021	Horacio & Zoraïda Rodriguez	1,175.00	Emergency Rental Assistance
088007		1/20/2021	Interwest Consulting Group	677.50	Professional Planning Services December 2020
088008		1/20/2021	More Services Mapping Inc.	10,000.00	Site Planning and Evaluation Services
088009		1/20/2021	Ron's Maintenance, Inc	4,114.00	Catch Basin Cleaning Service
088010		1/20/2021	Sheriff's Department	422,732.37	Public Safety Services November 2020
088011		1/20/2021	Trench Plate Rental Co.	230.80	Rental of K-Rails for Riverfront Park
088012		1/20/2021	Transportation & Energy Solutions, Inc.	21,863.75	Street Light Conversion Project Loma Vista
TOTAL:				\$517,338.27	



AGENDA 3
ITEM NO. _____

CITY COUNCIL STAFF REPORT

DATE: JANUARY 27, 2021

TO: HONORABLE MAYOR, AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER E. VASQUEZ, CITY MANAGER

BY: HRANT MANUELIAN, FINANCE DIRECTOR

RE: REVENUE REPORT FROM JULY – DECEMBER 2020

RECOMMENDATION

Staff recommends that the City Council receive and file the Revenue Report from July - December 2020.

BACKGROUND

In an effort to maintain transparency, the City's Finance Department prepares a monthly Revenue report for the City Council's review. The Revenue Report is a tool used by the Council to monitor and oversee the financial health of the City.

DISCUSSION

The attached analysis (see Attachment 1) compares prior YTD and current YTD Revenue

The total revenue received¹ from July – December 2020 totaled \$6,956,095.00 which is 29.11% higher than the same period last year.

¹ See row entitled Total Revenues

- *GENERAL FUND* – The total General Fund received totaled \$4,320,026.62 which is 35.65% higher than the same period last year. A contributing factor for the difference in General Fund Revenue is due to the reimbursement received from the Coronavirus Relief Fund. Through the Coronavirus Relief Fund, the CARES Act provides payments to Local governments to help navigate the impact of the COVID-19 outbreak. The City received \$344,534.00 from the CARES Act. Another contributing factor for the increase in General Fund is the Cannabis Sales Tax which is 198.36% higher compared to last year. Total Parking Fines and Court Collection (DMV) received from July to December has decreased by 80.77% and 31.69%, respectively. Additionally, Residential & Building Permits received from July to December 2020 has totaled \$10,631.22 which is 43.98% lower than the same period last year. Similarly, Parking Permits are currently 75.55% lower compared to the same period last year.

LEGAL REVIEW

The City Attorney has reviewed this report.

FISCAL IMPACT

There is no fiscal impact involved with this action.

ATTACHMENT(S)

Attachment No. 1 - Revenue Report from July – December 2020

ATTACHMENT NO. 1

	C - Prior Fiscal Year to Date Revenue	B - Current Fiscal Year to Date Revenue	D - Current YTD versus Prior YTD \$ Difference	E - Current YTD Prior YTD % Difference	G - Adopted Budget FY 2020-21	H - % of FY 2020-2021 YTD Revenue Received
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(C minus B) (C divided by B minus 1) (C divided by G)

GENERAL FUND						
Taxes:						
TAXES: A tax is a compulsory monetary contribution to the City's revenue, assessed and imposed by the City on the activities, expenditure, income, occupation, privilege, property, etc., of individuals and organizations.						
Franchise & Collectors Fee	\$18,777.26	\$68,214.59	\$49,437.33	263.28%	\$165,000.00	41.34%
Property Taxes	\$345,785.55	\$320,234.31	(\$25,551.24)	-7.39%	\$724,000.00	44.23%
Utility Users Tax	\$412,208.73	\$451,231.30	\$39,022.57	9.47%	\$900,000.00	50.14%
Transfer Tax (Real Estate)	\$8,428.49	\$12,384.63	\$3,956.14	46.94%	\$15,000.00	82.56%
Transient Occupancy Tax	\$21,287.74	\$22,930.69	\$1,642.95	7.72%	\$60,000.00	38.22%
Cannabis Sales Tax	\$433,319.29	\$1,292,865.02	\$859,545.73	198.36%	\$2,000,000.00	64.64%
Sales Tax Revenue	\$637,171.39	\$755,707.43	\$118,536.04	18.60%	\$1,776,000.00	42.55%
Taxes Totals	\$1,876,978.45	\$2,923,567.97	\$1,046,589.52	55.76%	\$5,640,000.00	51.84%

FEES: A fee is a charge imposed on an individual for a service that the person chooses to receive. A fee may not exceed the estimated reasonable cost of providing the particular service or product for which the fee is charged, plus overhead. Fees are charged for specific services, and fee revenue may fund only those services and related expenses. **LICENSES** and **PERMITS** are types of fees allowing for the operation within the City.

GENERAL FUND						
Licenses & Permits:						
Compliance Program Fee	\$0.00	\$45,000.00	\$45,000.00	0.00%	\$0.00	0.00%
Good Corporate Citizen Program	\$0.00	\$20,000.00	\$20,000.00	0.00%	\$0.00	0.00%
Residential & Building Permits	\$18,979.20	\$10,631.22	(\$8,347.98)	-43.98%	\$40,000.00	26.58%
Public Works Permit Fees	\$44,214.50	\$68,873.40	\$24,658.90	55.77%	\$50,000.00	137.75%
Other Fees & Permits	\$23,637.15	\$17,778.24	(\$5,858.91)	-24.79%	\$30,000.00	59.26%
Occupancy Permits	\$6,846.70	\$12,996.80	\$6,150.10	89.83%	\$10,000.00	129.97%
Building Permits	\$28,929.22	\$30,127.44	\$1,198.22	4.14%	\$60,000.00	50.21%
Commercial Cannabis Applications	\$28,387.00	\$0.00	(\$28,387.00)	0.00%	\$0.00	0.00%
Commercial Cannabis Renewal	\$70,180.00	\$14,960.00	(\$55,220.00)	-78.68%	\$105,000.00	14.25%
Parking Permits	\$55,462.83	\$13,558.20	(\$41,904.63)	-75.55%	\$90,000.00	15.06%
Apartment License	\$4,737.44	\$865.00	(\$3,872.44)	-81.74%	\$20,000.00	4.33%
Business License	\$28,647.00	\$10,952.88	(\$17,694.12)	-61.77%	\$190,000.00	5.76%
Vehicle License Fee - LA County	\$0.00	\$0.00	\$0.00	0.00%	\$2,930,000.00	0.00%
Licenses and Permits Totals	\$310,021.04	\$245,743.18	(\$64,277.86)	-20.73%	\$3,525,000.00	6.97%

GENERAL FUND			
Charges for Services:			
CHARGES FOR SERVICES: Charges to cover administrative costs for the provision of services.			
Rubbish Assessment	\$17,693.42	\$30,357.55	\$12,664.13
			71.58%
		\$25,000.00	121.43%

	C - Prior Fiscal Year to Date Revenue	B - Current Fiscal Year to Date Revenue	D - Current YTD versus Prior YTD \$ Difference	E - Current YTD Prior YTD % Difference	G - Adopted Budget FY 2020-21	H - % of FY 2020-2021 YTD Revenue Received
			(C minus B)	(C divided by B minus 1)		(C divided by G)
Plan Check Fees	\$31,256.72	\$18,107.77	(\$13,148.95)	-42.07%	\$35,000.00	51.74%
Rents & Concessions	\$11,340.00	\$11,907.00	\$567.00	5.00%	\$24,000.00	49.61%
Charges for Services Totals	\$60,290.14	\$60,372.32	\$82.18	0.14%	\$84,000.00	71.87%
GENERAL FUND						
Fines and Forfeitures:						
Penalties: Apt & Bus License	\$475.25	\$1,434.25	\$959.00	201.79%	\$2,500.00	57.37%
SEMC: Court Collections (DMV)	\$50,319.81	\$34,371.64	(\$15,948.17)	-31.69%	\$100,000.00	34.37%
Administrative Citations	\$100.00	\$8,000.00	\$7,900.00	0.00%	\$0.00	0.00%
Parking Fines	\$90,477.77	\$17,402.50	(\$73,075.27)	-80.77%	\$175,000.00	9.94%
Fines and Forfeitures Totals	\$141,372.83	\$61,208.39	(\$80,164.44)	-56.70%	\$277,500.00	22.06%
GENERAL FUND						
Leases and Concessions:						
Leased Property Rental Income	\$30,771.08	\$22,283.82	(\$8,487.26)	-27.58%	\$68,400.00	32.58%
Leases and Concessions Totals	\$30,771.08	\$22,283.82	(\$8,487.26)	-27.58%	\$68,400.00	32.58%
GENERAL FUND						
Miscellaneous:						
Interest Income	\$34,578.61	\$12,435.19	(\$22,143.42)	-64.04%	\$120,000.00	10.36%
Miscellaneous Revenue	\$33,256.65	\$40,788.46	\$7,531.81	22.65%	\$25,000.00	163.15%
CARES Act Reimbursement	\$0.00	\$344,534.00	\$344,534.00	0.00%	\$0.00	0.00%
Other (Recycle + ABx1 Reimbursement)	\$0.00	\$0.00	\$0.00	0.00%	\$7,300.00	0.00%
Miscellaneous Revenue Totals	\$67,835.26	\$397,757.65	\$329,922.39	486.36%	\$152,300.00	261.17%
GENERAL FUND						
RETIREE PENSION LEVY:						
Retiree Pension Levy:						
Retiree Pension Levy	\$697,336.06	\$609,093.62	(\$88,242.44)	-12.65%	\$850,000.00	71.66%
Retiree Pension Levy Totals	\$697,336.06	\$609,093.62	(\$88,242.44)	-12.65%	\$850,000.00	71.66%
General Fund Revenue Totals	\$3,184,604.86	\$4,320,026.95	\$1,135,422.09	35.65%	\$10,597,200.00	40.77%
SPECIAL REVENUE FUND						
SPECIAL REVENUE FUND:						
Collections of revenues in special funds that must be used for the established purposes of the funds to provide an extra level of accountability and transparency.						
"Gas Tax"	\$344,590.63	\$339,124.05	(\$5,466.58)	-1.59%	\$701,696.00	48.33%

	C - Prior Fiscal Year to Date Revenue	B - Current Fiscal Year to Date Revenue	D - Current YTD versus Prior YTD \$ Difference	E - Current YTD Prior YTD % Difference	G - Adopted Budget FY 2020-21	H - % of FY 2020- 2021 YTD Revenue Received
			(C minus B)	(C divided by B minus 1)		(C divided by G)
Transportation Development Act (TDA)						
Bikeway	\$0.00	\$0.00	\$0.00	0.00%	\$21,226.00	0.00%
Proposition A	\$287,815.97	\$274,536.07	(\$13,279.90)	-4.61%	\$589,565.00	46.57%
Proposition C	\$242,885.75	\$227,718.72	(\$15,167.03)	-6.24%	\$497,529.00	45.77%
Measure R	\$178,953.98	\$171,309.09	(\$7,644.89)	-4.27%	\$366,809.00	46.70%
Measure M	\$200,851.74	\$194,749.86	(\$6,101.88)	-3.04%	\$415,674.00	46.85%
Senate Bill 1 (SB 1)	\$178,815.58	\$172,995.12	(\$5,820.46)	-3.26%	\$528,284.00	32.75%
Community Development Block Grant (CDBG)	\$44,958.00	\$58,935.00	\$13,977.00	31.09%	\$450,000.00	13.10%
Air Quality Management District (AQMD) Grant	\$0.00	\$9,324.63	\$9,324.63	0.00%	\$36,375.00	25.63%
Supplemental Law Enforcement Services Fund (SLESF) Grant	\$128,850.96	\$131,721.74	\$2,870.78	2.23%	\$155,000.00	84.98%
Measure A	\$0.00	\$0.00	\$0.00	0.00%	\$432,000.00	0.00%
Lighting & Landscaping	\$74,107.49	\$74,259.75	\$152.26	0.21%	\$150,000.00	49.51%
Successor Agency Trust Fund - City of Maywood serves as the Successor Agency to the Maywood Redevelopment Agency	\$394,703.00	\$862,558.00	\$467,855.00	118.53%	\$1,226,190.00	70.34%
Sewer Fund	\$126,683.39	\$118,836.02	(\$7,847.37)	-6.19%	\$293,000.00	40.56%
Special Revenue Totals	\$2,203,216.49	\$2,636,068.05	\$432,851.56	19.65%	\$5,863,348.00	44.96%
Total Revenues	\$5,387,821.35	\$6,956,095.00	\$1,568,273.65	29.11%	\$16,460,548.00	42.26%



AGENDA **4**
ITEM NO. _____

AGENDA REPORT

CITY OF MAYWOOD

DATE: JANUARY 27, 2021

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER E. VASQUEZ, CITY MANAGER

BY: HRANT MANUELIAN, FINANCE DIRECTOR

SUBJECT: CONSIDERATION TO APPROVE A LEASE AMENDMENT EXTENDING
THE LEASE BETWEEN THE CITY OF MAYWOOD AND THE BALDWIN
PARK UNIFIED SCHOOL DISTRICT FOR THE USE OF CLASSROOM
SPACE IN THE MAYWOOD PARK MULTIPURPOSE BUILDING

RECOMMENDATION:

Staff recommends that the City Council consider approving the Lease Amendment between the City and the Baldwin Park Unified School District extending the current lease for an additional three years commencing on July 1, 2021 through June 30, 2024 for the use of classroom space in the Maywood Park Multipurpose Building located at 4801 E. 58th Street; and authorizing the Mayor to execute the Lease Amendment.

BACKGROUND:

In the 2006-2007 program years, Baldwin Park Unified School District ("District") assumed operational responsibility for Los Angeles County Office of Education's (LACOE) Head Start Direct Services Program. As part of the transition, LACOE agreed to sublease classroom space in the cities of Bell, Cudahy and Maywood (the "Tri-Cities"). As leases expired, the District independently assumed leases in each of the Tri-Cities.

Extended Lease Agreement with BPUSD

On July 1, 2009, a three-year license agreement ("Agreement") was entered into between the City of Maywood and the District for use of classroom space in the Maywood Park Multi-purpose facility for a preschool program. The District expressed an interest in extending the Agreement to continue providing preschool services for an additional three years term ("Term") and on May 14, 2012, the City Council granted an extension of the Agreement for an additional three years, effective July 1, 2012 through

June 30, 2015. On August 12, 2015 the City Council granted a second extension of the agreement for an additional three years, effective July 1, 2015 through June 30, 2018. On February 27, 2019 the City Council granted a third extension of the Agreement, through the execution of a real estate lease agreement ("Lease"). The Lease provided an additional three years, effective July 1, 2018 through June 30, 2021, and contained provisions standard for leases in real estate transactions.

Offer

The District desired a lease extension. After negotiating with the City, the District agrees to pay \$2,278.33 per month for the period July 1, 2021 to June 30, 2022 with 3% annual increases for an additional three year lease term. The District wishes to continue using the classroom space it is currently leasing for an additional three (3) years, from July 1, 2021 through June 30, 2024.

DISCUSSION:

Since July 2009, Baldwin Park Unified School District has operated the Tri-Cities Head Start preschool program at the multi-purpose building without interruption and in good standing. The preschool, which is operated by BPUSD under the LACOE's Head Start Direct Services Program ("Program"), has been a benefit to the families of Maywood and surrounding communities. Quality, low cost preschool services is a critical need for many Maywood area residents. The approval of the three-year lease extension would ensure that affordable, preschool services continue to be provided to the community

LEGAL REVIEW:

The City Attorney has reviewed this report and prepared the attached Lease Amendment.

FISCAL IMPACT:

The Agreement calls for the District to make total annual payments in the amount of \$27,339.96 in fiscal year 21/22 and \$28,160.16 in FY 22/23 and \$29,004.96 in FY 23/24 to the General.

Attachments: 1. Lease Amendment for Extension of Term
2. Facilities diagram

ATTACHMENT NO. 1

RECORDING REQUESTED BY,
AND WHEN RECORDED MAIL TO:

City of Maywood
4319 W. Slauson Avenue
Maywood, CA 90270
Attn: City Clerk

SPACE ABOVE THIS LINE FOR RECORDER'S USE

The undersigned declare that this Amendment of Lease is exempt from Recording Fees pursuant to California Government Code Section 27383 and exempt from Documentary Transfer Tax pursuant to California Revenue and Taxation Code Section 11922.

AMENDMENT OF LEASE

THIS AMENDMENT OF LEASE is dated as of January 27, 2021 and is entered into by and between the Baldwin Park Unified School District, hereinafter referred to as "Tenant", and the City of Maywood, hereinafter referred to as "Landlord".

RECITALS

A. Landlord and Tenant entered into a "LEASE FOR USE OF MAYWOOD MULTI-PURPOSE PARK FACILITY FOR A PRESCHOOL" dated February 27, 2019 (the "Lease") which expires on June 30, 2021.

B. Landlord and Tenant entered into a Memorandum of Lease dated March 26, 2019 which was recorded as Document Number 20190447665 on May 16, 2019 in the Official Records of Los Angeles County, California.

B. Landlord and Tenant desire to extend the term of the Lease and adjust the monthly lease amount.

IT IS THEREFORE AGREED AS FOLLOWS:

1. **EXTENSION OF TERM.**

The term of this Lease is hereby extended from June 30, 2021 to June 30, 2024 (the "Extension Term"), and all of the terms of the Lease shall apply to and during such Extension Term, except that rent shall be as set forth in Section 2 below.

2. **EXTENSION TERM RENT.**

The monthly rent payable by Tenant to Landlord during the Extension Term shall be: (i) \$2,278.78 from July 1, 2021 to June 30, 2022; (ii) \$2,346.68 from July 1, 2022 to June 30, 2023; and (ii) \$2,417.08 from July 1, 2023 to June 30, 2024. Such monthly rent shall be payable in advance, on the first day of each calendar month, without offset or deduction. A default hereunder shall constitute a default under the Lease.

3. ENTIRE AGREEMENT.

This Amendment constitutes the entire agreement of the parties with respect to the subject matter hereof.

4. GOVERNING LAW.

This Amendment shall be governed by and construed in accordance with the laws of the State of California.

5. VENUE.

This Amendment is made, entered into, executed and is to be performed in Maywood, Los Angeles County, California and any action filed in any court or for arbitration for the interpretation, enforcement and/or otherwise of the terms, covenants and conditions referred to herein shall be filed in the applicable court in Los Angeles County, California.

6. COUNTERPARTS; RECORDING.

This Amendment may be executed in any number of counterparts each of which shall be deemed an original, and all of which shall constitute one and the same instrument. This Amendment is to be recorded, and such counterparts may be recorded.

7. AMENDMENT OF RECORDED MEMORANDUM OF LEASE.

Upon its execution and delivery of this Amendment of Lease, Tenant shall concurrently execute and deliver a duly acknowledged counterpart of an Amendment to Memorandum of Lease in the form attached hereto as Exhibit "A".

8. TIME OF ESSENCE.

Time is of the essence of every provision hereof in which time is a factor.

IN WITNESS WHEREOF, Landlord and Tenant have executed this Amendment of Lease as of the date and year first above written.

TENANT:

BALDWIN PARK UNIFIED SCHOOL
DISTRICT

By: _____
Name: _____
Title: _____

LANDLORD:

CITY OF MAYWOOD

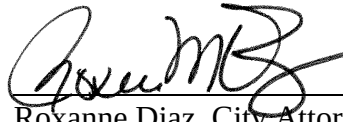
By: _____
Name: _____
Title: _____

ATTEST:

ATTEST:

Flor Aguiluz, City Clerk

APPROVED AS TO FORM:



Roxanne Diaz, City Attorney

EXHIBIT “A”

FORM OF AMENDMENT TO MEMORANDUM OF LEASE

(Attached.)

RECORDING REQUESTED BY, AND
WHEN RECORDED MAIL TO:

City of Maywood
4319 W. Slauson Avenue
Maywood, CA 90270
Attn: City Clerk

(Space Above Line For Recorder's Use)
Exempt from Recording Fees under California Government Code 27383.

AMENDMENT TO MEMORANDUM OF LEASE

THIS AMENDMENT TO MEMORANDUM OF LEASE (this “**Amendment**”) is dated as of January __, 2021 and is entered into by and between the CITY OF MAYWOOD (“**Landlord**”), and BALDWIN PARK UNIFIED SCHOOL DISTRICT (“**Tenant**”).

R E C I T A L S

A. Landlord and Tenant executed that certain Lease for Use of Maywood Multi-Purpose Park Facility for a Preschool dated February 27, 2019 (the “**Lease**”).

B. A Memorandum of Lease dated March 26, 2019 was recorded on May 16, 2019 as Document No. 20190447665 in the Official Records of Los Angeles County, California. (“**Memorandum**”).

C. Landlord and Tenant have entered into an Amendment of Lease (“**Lease Amendment**”) and consequently, Landlord and Tenant desire to amend the Memorandum.

A G R E E M E N T

NOW, THEREFORE, Landlord and Tenant hereby amend the Memorandum to reflect that the Lease has been amended as set forth in the Lease Amendment, which is incorporated herein by this reference, including extension of the term of the Lease to June 30, 2024.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the date first written above.

“**LANDLORD**”

CITY OF MAYWOOD

“**TENANT**”

BALDWIN PARK UNIFIED SCHOOL DISTRICT

By: _____
Print Name: _____
Title: _____

By: _____
Print Name: _____
Title: _____

ATTEST:

Flor Aguiluz, City Clerk

ATTEST:

_____, _____

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 _____, before me, _____,
(insert name and title of the officer)

Notary Public, personally appeared _____,
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 _____ (Seal)

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 _____, before me, _____,
(insert name and title of the officer)

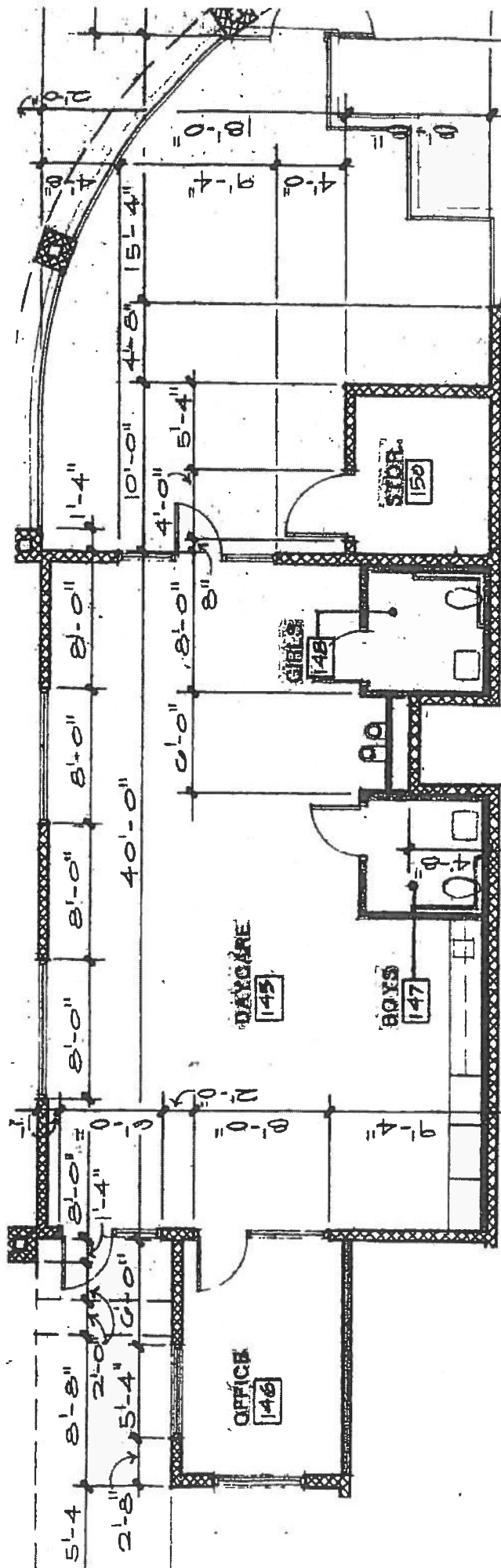
Notary Public, personally appeared _____,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are
subscribed to the within instrument and acknowledged to me that he/she/they executed the same
in his/her/their authorized capacity(ies), and that by his/her/their 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 _____ (Seal)

ATTACHMENT NO. 2



Daycare Facility diagram

AGENDA REPORT

CITY OF MAYWOOD



AGENDA **5**
ITEM NO. _____

DATE: JANUARY 27, 2021

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER E. VASQUEZ, CITY MANAGER

BY: GISSELLE S. DELGADO, COMMUNITY LIAISON

SUBJECT: CONSIDERATION OF LETTER OF COMMITMENT BETWEEN THE CITY OF MAYWOOD AND PUBLIC HEALTH ADVOCATES

RECOMMENDATION:

Staff recommends that City Council authorize the Mayor to sign a letter of commitment between the City of Maywood and Public Health Advocates establishing the terms and conditions under which the All Children Thrive – California (ACT) initiative will function in the City.

BACKGROUND:

All Children Thrive- California (ACT) is an initiative to directly address issues that may come from community environment, multigenerational trauma, and other detriments, and ways in how to address and heal the community.

The mission is to promote children's lifelong health, development, and well-being in the context of their families and communities. The solutions will help enable parents, practitioners, and policymakers to bring about meaningful change in children's health.

In August 2020, the Center for Healthier Children, Families & Communities, a multidisciplinary, community-focused research, policy, and training center at UCLA approached the City of Maywood to develop novel and responsive programs to improve children's health with ACT.

ACT is a community-driven movement where youth, community members, community partners, and city officials work as a "Design Team". This is meant to broaden representation of youth and community to create various levels of understanding of health

for children living in selected cities throughout California. The City of Maywood has been selected to be part of the “pilot city” portion of the initiative.

DISCUSSION:

The City would be partnering with ACT to begin a transformative process for our community. This will be done in three stages:

1. Engage
2. Grow
3. Accelerate

As a Pilot City, Maywood has assembled a Core Team that is comprised of Councilmember Eddie De La Riva, the YMCA, the South East Development Corporation, two active community members, and staff. Together, we have identified three community action areas where Maywood youth and families can be the focus of future community driven policies.

Such community action areas being discussed include the following:

1. Strengthening economic support for children and families
2. Youth development and civic engagement
3. Mental Health and Wellness

Once one initiative is selected broader design teams will be formed to bring in additional voices from the community and stakeholders. This includes a youth component. The design team meetings will be used to select and prioritize policies and programs for the City Council to consider later.

Committing to be an ACT City will allow us to receive individualized coaching, technical assistance and funding. This will include:

- Providing grant opportunities to the Pilot City to support their ACT initiative
- Enhance City staff, design team members, and other stakeholder’s ability to conduct community engagement practices with an equity focus.
- Assist in the collection and compilation of data that helps measure progress
- Provide trainings, webinars, and workshops for the community and City Council

LEGAL REVIEW:

The City attorney has reviewed this staff report.

FISCAL IMPACT:

There will be no fiscal impact on the City other than the investment of time by City staff. The City along with our other Core Team members will be applying for a grant to cover associated expenses with community meetings and other outreach components.

F.Y. 20-21 Impact:	Current F.Y. Budget: \$
Fund Impacted:	Budget adjustment requested: \$
Source of funds:	Updated Account Budget: \$
Account number:	For fiscal year:

Attachment:

Attachment 1: Letter of Commitment

ATTACHMENT NO. 1

Letter of Commitment

Section 1 - Parties

This Letter of Commitment, hereafter referred to as LOC, is entered into by and between the City of Maywood and Public Health Advocates.

Section 2 - Purpose

The purpose of this Letter of Commitment is to establish the terms and conditions under which the All Children Thrive - California (ACT) initiative will function.

ACT is a partnership between the California Department of Public Health, Community Partners, Public Health Advocates (PHAdvocates), and UCLA Center for Healthier Children, Families and Communities. ACT is a one-time allocation of \$10 million in Proposition 63 administrative funds to prevent adverse childhood experiences, counter their effects, promote healing, and foster individual and community resilience to give all California children the opportunity to thrive.

ACT will be offering pro bono technical assistance to select cities statewide to activate, build capacity and transform communities to improve child wellbeing.

Section 3 - Roles and Responsibilities of the City Partner

- City must adhere to ACT principles and values. See [attached](#).
- Will participate in monthly *Design Team* meetings
- Will dedicate a portion of City staff time to collaborate with ACT on at least one local policy priority issue and community project during the term of this agreement.
- Will become the champion for ACT and help City Council adopt a City Resolution and policy goal
- Will identify and provide ACT *Design Team* with a list of local partnerships with the purpose of creating a comprehensive community-driven project.
- City staff will hold community listening sessions with guidance and support from their local *Design Team* to learn about the trauma-related needs and priorities of youth and adult residents.
- Will prepare and submit grant applications to Prop 63, or any other such funding.
- City will host local *Design Team* meetings to select and prioritize policies, programs, and practices, and establish a coalition of individuals and organizations to execute those strategies.
- Will participate in the ACT peer *Learning Community* to share collaboration and mobilization strategies, policy and program innovations, and lessons learned.

- Will participate in the ACT statewide *Educational Forum* webinar series on behalf of the City. Will encourage participation of the mayor, city council members, and city department directors.

Section 9 - Roles and Responsibilities of ACT

- Will train city staff and stakeholders on community engagement practices (including strategies in Trauma Informed Practices).
- Will build partnerships with local organizations to create a comprehensive community-driven project.
- Will work with city staff to identify their community's mental health and wellbeing needs as well as the current most effective public health approaches.
- Will assist city staff with securing resources and funding for local projects and policies. Funding will include Prop 63, MHSA
- Will develop a Technical Assistance (TA) Plan and resources including tools and activities, model resolutions of commitment, one-on-one coaching and support, group support, and online learning community, and assistance with data collection strategies to monitor impact and for reporting.
- Will disseminate an ACT Toolkit for cities and counties with model public health strategies for addressing ACEs. Toolkit will include best practices for promoting equity, implementation options ensuring community participation in program design, and supporting community leadership in program implementation.
- ACT will assemble best policies and practices to share with pilot, vanguard, and affiliate cities through the Learning Network
- Will assist cities and counties in establishing a local Advisory Group/Taskforce of elected officials, community leaders, and resident champions to guide the ACT initiative.
- Will provide TA to local Advisory Group/Taskforce to select and prioritize policies, programs and practices, and to establish a coalition of individuals and organizations to carry out those strategies by developing detailed timelines and work plans, assigning tasks, defining benchmarks, and planning for the collection of process/outcome data.
- Will develop and conduct quarterly statewide webinar series for city officials and local health department directors, as well as provide educational seminars for stakeholders
- ACT will provide mini-grant opportunities to pilot cities to support their ACT initiative.
- ACT will support pilot and vanguard cities to secure larger funding opportunities through MHSA and MHSOAC, Prop 68, Prop 64 and other funding streams.
- ACT will train city staff, design team members and other stakeholders on community engagement practices (community-based approach) with an equity focus.
- A city profile data assessment will be conducted for pilot cities.
- ACT will assist pilot cities with systems mapping.
- ACT will develop community action areas (improvement ideas) and will provide technical assistance education to design team and city officials.
- ACT will provide a train-the-trainer training for the design team on community education.

- ACT will develop youth action research tools and provide them to pilot, vanguard and affiliate cities.
- Youth innovation idea labs coaching will be facilitated for pilot and vanguard cities.
- ACT will develop and conduct quarterly statewide webinar series for mayors, city council members, city managers and local health department directors
- ACT will provide educational seminars for stakeholders, make presentations at conferences, and publish articles targeting key stakeholders.

Section 10 - Payment Terms

PHAdvocates, UCLA and City of Maywood shall furnish at its own expense, all labor, materials, equipment and other items necessary to carry out the terms of this Agreement. Services to be provided under this Agreement are at NO COST by any of the parties.

Section 11 - Termination

This Agreement may be terminated by either party notifying the other, in writing, at least 30 days prior to the date of termination.

Section 12 - Compliance with Law

All parties agree to comply with all relevant state and federal statutes and regulations.

Section 13 - Assignment

Neither party shall assign or delegate any part of this Agreement without the written consent of the other party.

Section 14 - Indemnification

Grantee agrees to indemnify, defend, and hold harmless PHAdvocates, its directors, officers, members, employees, contractors and agents, and the funding agency from and against any and all claims, losses, damages, costs, expenses or other liability arising out of or connected with Grantee's services under this agreement, including but not limited to any accident or injury to person or property.

Section 15 - Severability

If any provision of this agreement is held in conflict with law, the validity of the remaining provisions shall not be affected.



All Children Thrive
California

Section 16 - Survival of Obligations

Expiration or termination of this agreement shall not extinguish any previously accrued rights or obligations of the parties.

Section 17 - Governing Law

The validity, construction, and effect of this agreement shall be governed by the laws of the United States of America and the State of California.

Section 18 - Entire Agreement

This is the entire agreement between the parties. It supersedes all prior oral or written agreements or understandings and it may be amended only in writing.

For Public Health Advocates:

By: _____

Date: _____

For UCLA Center for Healthier Children, Families and Communities:

By: _____

Date: _____

For City of Maywood:

By: _____
Ricardo Lara, Mayor

Date: _____

Shared Values in Creating a Movement Around Child Well-Being

SHARED Principles

Prioritizing children and youth: Designing and planning with the primary intention of addressing the needs of children and youth.

Prioritizing Youth Leadership & Voice: Co-designing with and centering the leadership and amplifying the voices of youth of color, especially at the intersection of black and indigenous, low-income, and queer identities. We honor the youth's statement, "Nothing about us without us."

Relationships that center each others humanity: We build relationships through developing a culture of mutual respect and inclusivity to expand the sense of belonging without assimilation.

Elimination of Inequitable Systemic Barriers: We believe it is our responsibility to actively seek ways to break systemic barriers so that children and youth have access and ability to fully utilize resources and supports.

SHARED Values

Justice and Equity: We commit to addressing injustices and inequities stemming from structural inequality at the intersection of race, biological sex, gender identity, sexual orientation, income, immigration status, religion, mental health, and physical ability.

Cultural Humility: We acknowledge our individual and institutional biases, accept that there are gaps in our knowledge. We commit to listen, strive to understand, and be inclusive of new ideas in order to reflect the strengths and differences of each community.

Integrity: We believe in conducting our work in a manner that is honest, moral, ethical, and accountable to communities--especially black, indigenous and communities of color--in order to build a just and equitable society.

Innovation: The status quo is unacceptable if it is not improving the lives of children and youth, and thus, we call for thinking outside of the box to create equity.

Courage: We believe that having the audacity to take risks, stand up for what is right, and address the most challenging situations is unquestionable.

Shared accountability: We believe it is not the responsibility of one entity to effect change but requires everyone to play a role. We do not finger-point to one entity but rather, share the responsibility for ensuring the advancement of the goals.

Healing is an outcome of living our values.

City Government Values

Servant Leadership: Cities are serving rather than imposing.

Transparency: Alignment in a transparent way with community needs—internal operations and internal assessment.

Authentic and Community Driven: Commitment to equity in strategies and operations.

Building Trust through Disruption and Power Shifting: Reorganizing municipal structures to be primarily responsive to the needs of historically disinvested children to improve outcomes.

Preventive: Time, resources and attention will be spent toward taking proactive action rather than reactive responses.





Discussion/Action
AGENDA 6
ITEM NO. _____

CITY COUNCIL STAFF REPORT

DATE: JANUARY 27, 2021

TO: HONORABLE MAYOR, AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER E. VASQUEZ, CITY MANAGER

BY: HRANT MANUELIAN, FINANCE DIRECTOR

RE: FISCAL YEAR 20/21 MIDYEAR FINANCIAL REPORT AND CONSIDER ADOPTION OF RESOLUTION NO.6094 TO AMEND THE FY 20/21 BUDGET

RECOMMENDATION:

The Maywood City Council receive and file this report and adopt Resolution No. 6160, A Resolution of the City of Maywood Amending the Fiscal Year 2020-2021 Budget.

BACKGROUND:

The Midyear Budget report summarizes the status of the City's FY 20-21 budget at the halfway point. The report includes adjustments to revenues and expenditures approved by the City Council after the adoption of the budget.

Original & Current FY 20-21 General Fund Budget

The FY 20-21 budget was adopted on June 24, 2020 with a General Fund estimated fund balance of \$2,530,840. After the budget was adopted several items occurred that had not been budgeted for and therefore, had subsequent budget resolutions adopted by Council. These budget adjustments were for a total \$278,760 in the General Fund. This mid-year budget accounts for all those items that are needed to adjust the budget.

The General Fund ending balance for FY 19-20 was better than expected and ended at \$3,824,446. The majority of the increase is due to better-than-expected Cannabis Sales Tax, General Sales Tax, Rubbish Assessments, and Property Tax revenues. See

updated fund balance below taking into account the actual ending balance from FY 2019-2020, budget amendments made during the first 6 month of the current fiscal year and any additional budget amendments proposed.

Updated FY 20-21 General Fund balance

	FY 20-21 Adopted Budget	FY 20-21 Mid- Year Proposed Budget
Beginning Balance	2,543,811	3,824,446
Revenue	10,597,200	11,427,734
Expenditures	11,197,171	12,063,001
Net Transfers	587,000	587,000
Ending Balance	2,530,840	3,776,179

Staff has analyzed the first 6 months of activity and proposes a series of further amendments and re-classifications to the FY 20-21 General Fund budget with this report.

Summary FY 20-21 General Fund Revenue

The following chart summarizes the current year actuals through December, current year budget, and updated revenue expectations for the General Fund. In total we expect the General Fund will receive \$830,534 more than previously estimated.

	Current Fiscal Year to Date Revenue	Adopted Budget FY 2020-21	Revised FY 2020-21 Revenue Budget	Change in Budget
Taxes	2,923,567.97	5,640,000.00	6,220,000.00	580,000.00
Licenses & Permits	245,743.18	3,525,000.00	3,585,000.00	60,000.00
Charges for Services	60,372.32	84,000.00	84,000.00	-
Fines and Forfeitures	61,208.39	277,500.00	190,500.00	(87,000.00)
Leases and Concessions	22,283.82	68,400.00	56,400.00	(12,000.00)
Miscellaneous	397,757.65	152,300.00	441,834.00	289,534.00
Retiree Pension Levy	609,093.62	850,000.00	850,000.00	-
General Fund Revenue Totals	4,320,026.95	10,597,200.00	11,427,734.00	830,534.00

Discussion of FY 20-21 Expected Revenue Variances in the General Fund

Taxes - The increase in taxes is due to increased Cannabis Sales taxes collected. The City has already collected almost \$1.3 million for the first 2 quarters of the current fiscal year. Therefore, we are increasing the budget for the year from \$2M to \$2.5M an increase of \$500,000. Sales continue to rise as the Cannabis businesses become more established. General sales tax projections for FY 20/21 from our consultants HdL has

increased as well. It is estimated that the general sales within in the City of Maywood is better than previously expected. This in accounts for an additional \$95,000. These increases were offset by decreased revenues from TOT earned for the first 6 months of FY 20/21 therefore we are decreasing out budget by \$15,000. The decrease is a direct result of the stay-at-home orders and the COVID pandemic as less people are traveling and staying at hotels.

Licenses and Permits – Licenses and permits remains fairly as budget with an increase of \$60,000 to the budget. This increase is the direct result of the agreement signed with the new trash hauler UWS. These have already been collected and therefore, we have included in the budget. We are also projecting increases in Public Works Permit fees of \$50,000 and occupancy licenses for \$10,000. The increases were offset by decreases in residential and building permits by \$10,000 and parking permits by \$45,000. These decreases are a direct result of the pandemic and stay-at-home orders.

Charges for Service – We do not expect any major changes to the budget for Charges for Service.

Fines and Forfeitures – The main reason for decrease being budgeted for is due to the decrease in parking fines. As the pandemic and stay-at-home orders issued hit the City was not issuing parking tickets.

Miscellaneous – The increase in due to the \$344,534 received from the federal government as part of the CARES Act legislation due to the COVID-19 pandemic. It is also important to note that the interest income budget is being reduced by \$75K from \$120K down to \$45K. Interest rates have drastically reduced over the past 6 months. The City invests a majority of its cash with Local Agency Investment Fund (LAIF), which is managed by the state and is considered a very safe investment. At the time the budget was prepared interest rates were about 2% per year but have now decreased down to less than half a percent (0.5%).

Proposed amendments to General Fund Expenditures

Staff is requesting amendments and re-classifications to the adopted budget that would add a total of \$865,830 to the General Fund expenditure budget. The detailed amendments and re-classes along with justifications are listed on Exhibit B. Below is a summary of the changes by department for the General Fund.

Department	Total Budget - Adopted	YTD Actuals July - Dec	Remaining Budget - Adopted	% of Total Budget Used - Adopted	Proposed Budget	Increase/ (Decrease)
601 City Council	146,431	63,771	82,660	44%	146,431	-
602 City Administration	334,896	161,869	173,028	48%	334,896	-
604 Finance	428,531	196,154	232,377	46%	428,531	-
614 General Government Services	6,882,839	3,337,400	3,545,439	48%	7,387,414	504,575
645 Building and Planning	724,961	457,975	266,986	63%	975,416	250,455
648 Public Works	807,267	352,437	454,830	44%	893,067	85,800
681 Community Services	456,114	163,579	292,535	36%	481,114	25,000
Fund 14 Pension/Retirement Fund	1,416,132	709,115	707,017	50%	1,416,132	-
Total General Fund	11,197,171	5,442,299	5,754,872	49%	12,063,001	865,830

City Council – No adjustments needed.

City Administration – No adjustments needed.

Finance – No adjustments needed.

General Government – Increase in proposed budget by \$504,575. The increase is due to a case that was settled for \$182,500. Settlements are normally not budgeted for until they are settled as such we now need to budget for this item. Another major reason for the increase is the CARES Act funding that was set aside for the rental assistance program. This amounted to \$193,260. Also, there were other supplies, equipment and materials needed because of the COVID pandemic that were purchased with CARES Act funding amounting to about \$36K.

Building and Planning – The increase is primarily due to temporary positions being filled in for code enforcement and planning secretary.

Public Works – The increase in the budget is for unexpected HVAC repairs, COVID PPE supplies, traffic message board, and park fencing. Except for the HVAC repairs these extra costs were a direct result of the COVID pandemic and were purchased using CARES Act funding.

Community Services – The increase of \$25,000 is needed for additional processing and system upgrades by our third-party processor.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

If the City Council approves the resolution, the General Fund adopted budget expenditures will increase by \$865,830 and revenues will increase by \$830,534. Since results from FY 2019-2020 were better than budgeted the General Fund balance is expected to increase by \$1,245,339.

ATTACHMENT(S)

Attachment No. 1 – Resolution No. 6160, A Resolution of the City of Maywood amending the Fiscal Year 2020-2021 Budget

Attachment No. 2 – Budget Amendments Expenditures

Attachment No. 3 – Budget Amendment Revenues

ATTACHMENT NO. 1

RESOLUTION NO. 6160

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAYWOOD, CALIFORNIA, AMENDING THE FISCAL YEAR 2020-2021 BUDGET

WHEREAS, THE City Council adopted the Fiscal Year 2020-2021 budget on June 24, 2020 for the General Fund of the City via Resolution No. 6141; and

WHEREAS, a Midyear analysis of FY 20-21 has been performed and staff recommends additional expenditure appropriations based upon the most current information available; and

WHEREAS, the City Council has determined it necessary to amend the FY 20-21 budget.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MAYWOOD DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:

Section 1. The following amendments to the City's FY 20-21 budget are hereby approved and Staff is hereby directed to make the appropriate revisions to the City's FY 20-21 budget:

Account Code	Account Title	Increase
614 General Government		
5120	Office Supplies	15,000
5125	Computer Software	12,500
5135	Information Technology	10,815
5330	Telephone Svc / Internet Svc	3,500
5430	Contractual Service	73,000

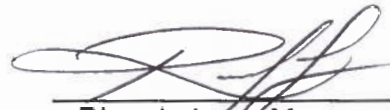
5534	Emergency Rental Assistance	193,260
5795	Settlement	182,500
5920	Office Equipment	14,000
645 Building and Planning		
5023	Emergency Clean Up	10,000
5120	Office Supplies	500
5410	Public Notices	28,000
5430	Contractual Service	181,955
5434	Temp Services	30,000
648 Public Works		
5121	Public Works - Materials & Supplies	3,200
5151	Social Security	500
5430	Contractual Service	25,500
5510	Equipment Rental	8,500
5560	Building Repair and Maintenance	30,000
5950	Machinery & Equipment	18,100

681 Community Services		
5751	Processing Fees & Charges	25,000
Total General Fund Request		865,830

Section 2. This Resolution shall be effective immediately upon its passage and approval.

Section 3. The City Clerk shall certify to the adoption of the resolution and shall cause a certified resolution to be filed in the book of original resolutions.

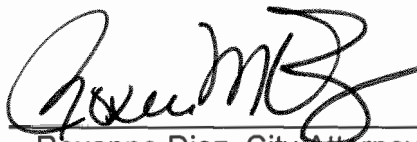
PASSED, APPROVED AND ADOPTED this 27th day of January 2021.


 Ricardo Lara, Mayor

ATTEST:


 Flor Aguiluz, City Clerk
shirleyquinones,

APPROVED AS TO FORM:


 Roxanne Diaz, City Attorney

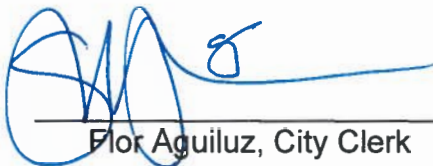
I, Flor Aguiluz, City Clerk of the City of Maywood, do hereby certify that the foregoing Resolution No. 6160 was adopted at a regular meeting of the City Council of the City of Maywood held on the 27th day of January, 2021 by the following vote:

AYES: DE LA RIVA, GARCIA, TORRES, MARQUEZ, LARA

NOES:

ABSTAIN:

ABSENT:



Flor Aguiluz, City Clerk
Shirley Quinones, Deputy City Clerk

ATTACHMENT NO. 2

Midyear Financial Report
Requested Budget Amendments
Exhibit 2

Account Code	Account Title	Increase	Justification
614 General Government			
5120	Office Supplies	15,000	Based on usage through the first half of the year additional budget is needed for office supplies.
5125	Computer Software	12,500	City is updating its Accounts Payable software to better manage the budget and expenditures. This additional cost f for the system upgrade as well as staff training.
5135	Information Technology	10,815	City is in the process of upgrading its website which will provide a more robust website with better information for residents. Also the City is adding CivicClerk to help with agenda management.
5330	Telephone Svc / Internet Svc	3,500	Based on usage through the first half of the year additional budget is needed for telephone and internet services.
5430	Contractual Service	73,000	The City contracts with an actuary to provide GASB 75 services and a bi-annual report as well as translator services. Both of these were not originally budgeted for.
5534	Emergency Rental Assistance	193,260	The City provided qualified residents of the City rental assistance and therefor budget is needed to cover these costs. This expenditures were reimbursed through the CARES Act which was provided by the federal government in respond to the COVID pandemic and subsequent stay-at-home orders.
5795	Settlement	182,500	City was involved in a legal claim which has been paid out therefor budget is needed to cover the expenditure.
5920	Office Equipment	14,000	In order to practice adequate social distancing and provide barriers between employees the City purchased and installed cubicles and desk shields. The cost for these was also provided to the City through the CARES Act funds that were received.
645 Building and Planning			
5023	Emergency Clean Up	10,000	Additional budget needed for damage caused by the flood at the library and an emergency sewer callout.
5120	Office Supplies	500	Based on usage through the first half of the year additional budget is needed for supplies.
5410	Public Notices	28,000	
5430	Contractual Service	181,955	City has hired an outside contractor to perform a fee study which will help update the current fees and provide a better cost recovery for the City. Also there were additional engineering services that were not budgeted for.
5434	Temp Services	30,000	The City hired a temporary employee to cover for the vacancy of the Building and Planning secretary.
648 Public Works			
5121	Public Works - Materials & Supplies	3,200	Based on usage through the first half of the year additional budget is needed for Public Works materials and supplies.
5151	Social Security	500	Budget is needed for the part time public works employees that do not qualify for CalPERS.
5430	Contractual Service	25,500	

5510	Equipment Rental	8,500	City put up fencing to close off Riverfront park as part of social distancing and COVID protocol. These costs were also funded by the CARES Act funds which the City has received.
5560	Building Repair and Maintenance	30,000	There were some unexpected HVAC repairs done at City Hall. Also the City installed COVID dividers to assist with social distancing protocol. The COVID dividers were funded through the CARES Act.
5950	Machinery & Equipment	18,100	The City purchased an electronic traffic message board to guide traffic during the COVID pandemic. This was also funded by the CARES Act.
681 Community Services			
5751	Processing Fees & Charges	25,000	Additional budget is needed to cover the costs of the parking citations and permit fees processing by our third-party administrator.
Total General Fund Request		865,830	

ATTACHMENT NO. 3

	Current Fiscal Year to Date Revenue	Adopted Budget FY 2020-21	Revised FY 2020-21 Revenue Budget	Increase/(Decrease) in Budget
<u>GENERAL FUND</u>				
Taxes:				
Franchise & Collectors Fee	\$68,214.59	\$165,000.00	\$165,000.00	\$0.00
Property Taxes	\$320,234.31	\$724,000.00	\$724,000.00	\$0.00
Utility Users Tax	\$451,231.30	\$900,000.00	\$900,000.00	\$0.00
Transfer Tax (Real Estate)	\$12,384.63	\$15,000.00	\$15,000.00	\$0.00
Transient Occupancy Tax	\$22,930.69	\$60,000.00	\$45,000.00	(\$15,000.00)
Cannabis Sales Tax	\$1,292,865.02	\$2,000,000.00	\$2,500,000.00	\$500,000.00
Sales Tax Revenue	\$755,707.43	\$1,776,000.00	\$1,871,000.00	\$95,000.00
Taxes Totals	\$2,923,567.97	\$5,640,000.00	\$6,220,000.00	\$580,000.00

<u>GENERAL FUND</u>				
Licenses & Permits:				
Compliance Program Fee	\$45,000.00	\$0.00	\$45,000.00	\$45,000.00
Good Corporate Citizen Program	\$20,000.00	\$0.00	\$20,000.00	\$20,000.00
Residential & Building Permits	\$10,631.22	\$40,000.00	\$20,000.00	(\$20,000.00)
Public Works Permit Fees	\$68,873.40	\$50,000.00	\$100,000.00	\$50,000.00
Other Fees & Permits	\$17,778.24	\$30,000.00	\$30,000.00	\$0.00
Occupancy Permits	\$12,996.80	\$10,000.00	\$20,000.00	\$10,000.00
Building Permits	\$30,127.44	\$60,000.00	\$60,000.00	\$0.00
Commercial Cannabis Applications	\$0.00	\$0.00	\$0.00	\$0.00
Commercial Cannabis Renewal	\$14,960.00	\$105,000.00	\$105,000.00	\$0.00
Parking Permits	\$13,558.20	\$90,000.00	\$45,000.00	(\$45,000.00)
Apartment License	\$865.00	\$20,000.00	\$20,000.00	\$0.00
Business License	\$10,952.88	\$190,000.00	\$190,000.00	\$0.00
Vehicle License Fee - LA County	\$0.00	\$2,930,000.00	\$2,930,000.00	\$0.00
Licenses and Permits Totals	\$245,743.18	\$3,525,000.00	\$3,585,000.00	\$60,000.00

	Current Fiscal Year to Date Revenue	Adopted Budget FY 2020-21	Revised FY 2020-21 Revenue Budget	Increase/(Decrease) in Budget
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GENERAL FUND
Charges for Services:

Rubbish Assessment	\$30,357.55	\$25,000.00	\$25,000.00	\$0.00
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	Current Fiscal Year to Date Revenue	Adopted Budget FY 2020-21	Revised FY 2020-21 Revenue Budget	Increase/(Decrease) in Budget
Plan Check Fees	\$18,107.77	\$35,000.00	\$35,000.00	\$0.00
Rents & Concessions	\$11,907.00	\$24,000.00	\$24,000.00	\$0.00
Charges for Services Totals	\$60,372.32	\$84,000.00	\$84,000.00	\$0.00

<u>GENERAL FUND</u>				
Fines and Forfeitures:				
Penalties: Apt & Bus License	\$1,434.25	\$2,500.00	\$2,500.00	\$0.00
SEMC: Court Collections (DMV)	\$34,371.64	\$100,000.00	\$100,000.00	\$0.00
Administrative Citations	\$8,000.00	\$0.00	\$8,000.00	\$8,000.00
Parking Fines	\$17,402.50	\$175,000.00	\$80,000.00	(\$95,000.00)
Fines and Forfeitures Totals	\$61,208.39	\$277,500.00	\$190,500.00	(\$87,000.00)

<u>GENERAL FUND</u>				
Leases and Concessions:				
Leased Property Rental Income	\$22,283.82	\$68,400.00	\$56,400.00	(\$12,000.00)
Leases and Concessions Totals	\$22,283.82	\$68,400.00	\$56,400.00	(\$12,000.00)

<u>GENERAL FUND</u>				
Miscellaneous:				
Interest Income	\$12,435.19	\$120,000.00	\$45,000.00	(\$75,000.00)
Miscellaneous Revenue	\$40,788.46	\$25,000.00	\$45,000.00	\$20,000.00
CARES Act Reimbursement	\$344,534.00	\$0.00	\$344,534.00	\$344,534.00
Other (Recycle + ABx1 Reimbursement)	\$0.00	\$7,300.00	\$7,300.00	\$0.00
Miscellaneous Revenue Totals	\$397,757.65	\$152,300.00	\$441,834.00	\$289,534.00

<u>GENERAL FUND</u>				
Retiree Pension Levy:				
Retiree Pension Levy	\$609,093.62	\$850,000.00	\$850,000.00	\$0.00
Retiree Pension Levy Totals	\$609,093.62	\$850,000.00	\$850,000.00	\$0.00

	Current Fiscal Year to Date Revenue	Adopted Budget FY 2020-21	Revised FY 2020-21 Revenue Budget	Increase/(Decrease) in Budget
General Fund Revenue Totals	\$4,320,026.95	\$10,597,200.00	\$11,427,734.00	\$830,534.00

AGENDA REPORT

CITY OF MAYWOOD



Discussion/Action

AGENDA **7**
ITEM NO. _____

DATE: JANUARY 27, 2021

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER E. VASQUEZ, CITY MANAGER

BY: JAN CICCIO, HOMELESS PLAN CONSULTANT

SUBJECT: DISCUSSION OF RESOLUTION NO. 6161 ADOPTING THE CITY OF MAYWOOD HOMELESSNESS PLAN

RECOMMENDATION:

Staff recommends that City Council consider approving Resolution No. 6161 adopting the City of Maywood Homelessness Plan.

BACKGROUND:

In response to dramatic increases in homelessness across the Los Angeles County (County), the Los Angeles County Board of Supervisors created the Los Angeles County Homeless Initiative (HI) in 2015. Specific HI strategies were approved in 2016 and the County allocated \$100 million to launch these strategies.

In March 2017, voters approved Measure H, the ¼ percent increase to the County's sales tax to provide an ongoing revenue stream – an estimated \$355 million per year for ten years — to fund services, rental subsidies and housing. It is designed to fund a comprehensive regional approach encompassing 21 interconnected strategies in six areas to effectively address homelessness:

- Prevent homelessness
- Subsidize housing
- Increase income
- Provide case management and services
- Create a coordinated system, and
- Increase affordable/homeless housing

On June 13, 2017, the Board allocated one-time funding from the County general fund to support coordination efforts of the Councils of Governments and planning efforts for cities in the Los Angeles Continuum of Care (LACOC). In response, nearly half of the cities located in the County created and submitted homelessness plans to the County in 2018. On September 4, 2018, the Board approved \$9 million in funding to implement components of the homelessness plans. Cities with submitted plans, adopted by their City Councils, are eligible to apply for Measure H funds and funds awarded to the Councils of Governments.

In February 2020, \$2,057,235 in Measure H funds was awarded to the Gateway Cities Council of Government (GCCOG) for coordination of regional efforts, creation of cities homelessness plans, and Covid-19 responses directed toward those who are unhoused in the region. The GCCOG'S used a portion of these funds to retain a consultant to assist cities in the region to create homelessness plans. The City of Maywood expressed interest in creating a homelessness plan.

On May 6, 2020, the GCCOG Executive Committee approved retention of a consultant with expertise in homeless solutions and best practices. The consultant has worked in the field of homeless solutions for two decades; twelve of those as the Homeless Services Coordinator for the City of Pomona and two as the Regional Coordinator for the San Gabriel Valley Council of Governments. With this support, the City of Maywood has developed a plan to prevent and address homelessness.

DISCUSSION:

According to the Los Angeles Homeless Services Authority (LAHSA) Point in Time homeless count, the City of Maywood has experienced an 62 percent increase in homelessness since 2018.

Unsheltered Homeless Persons Living in Maywood	2020	2019	2018
Point in Time Count: Unsheltered Homeless Persons	47	24	18
Percentage Increase Year-Over-Year	49%	25%	
Percentage Increase from 2018 - 2020	62%		

Several thousand families of Maywood school children are identified by the Los Angeles School District (LAUSD) as being homeless, at-risk of homelessness, and youth exiting the foster care system.

Maywood School Children Who are Homeless or At-risk of Homelessness	
Maywood Elementary	457
Maywood Center for Enriched Studies	1,258
Heliotrope	520
Loma Vista	640
Maywood Academy High School	1,098

Fishburn Avenue Elementary	406
TOTAL	4,379
* HTTP://www.ed-data.org/school/Los-Anteles/Los-Angeles_Unified ; Identified by qualification for free/reduced lunch, English-learners and foster youth.	

The advent of the Covid-19 pandemic increases the risk of housing instability for Maywood community members who live marginally and have lost their sources of income. Maywood populations that are particularly at-risk of homelessness include households living below the poverty level, marginalized female head of household families, and the elderly and disabled.

In Maywood, 3,844 households expend 30% or more of their income on housing; 7% are elderly or handicapped and 7.3% live with a disabling condition. 25.7% live below the poverty rate. This data jumps dramatically to 41.3% living below the poverty level for female headed households.

The adoption of a City-specific homeless plan is in keeping with Maywood's mission of commitment to transparency and accountability and providing quality municipal services that are responsive to the needs of our community. It also furthers the City's goals of innovative local government, quality municipal services and responsiveness to the needs of the community.

The plan proactively addresses homelessness, coordinates with available services and housing, and will create eligibility to apply for future funding opportunities. The homeless planning process was comprehensive. Input was received from the Principals' Round Table, Internal Department Staff that interface with the City's homeless population, local and regional service providers that assist Maywood's homeless and at-risk populations, law enforcement, the business community, the County HI Representative, and the GCCOG Homeless Programs Manager. Direction was provided from the Mayor, Mayor Pro-Tem and City Council members

Effective homelessness plans demonstrate:

- Commitment to strong homelessness prevention and solutions, resulting in concrete outcomes
- Targeted practices, policies, and partnerships to increase housing and enhance services
- Alignment with the HI strategies, key systems and regional partners
- Focus on policy changes, process improvements, and production of needed housing, and
- Include multi-jurisdictional collaboration to prevent and address homelessness

Maywood's plan meets these criteria. Alignment with the County's HI strategies, increases the potential for future funding to help implement the City's Homelessness Plan goals and action items.

The City has identified the following goals for the Maywood Homelessness Plan:

GOAL #1 – PREVENT HOMELESSNESS

GOAL #2 - INCREASE ACCESS TO AFFORDABLE HOUSING

GOAL #3 - INCREASE INCOME OPPORTUNITIES FOR THOSE WHO ARE EXPERIENCING HOMELESSNESS AND THOSE WHO ARE AT-RISK OF HOMELESSNESS

GOAL #4 – INCREASE ACCESS TO CASE MANAGEMENT AND SERVICES

GOAL #5 – CREATE A COORDINATED SYSTEM

As homelessness and the number of people becoming homeless are reduced, the impact of homelessness on the community and City departments will decrease. Successful implementation of the goals of the City's Homelessness Plan will help to mitigate the impacts of homelessness on city residents, businesses, and City services and departments, releasing the tension points created by high need populations on scarce City resources and staffing.

Implementation of the Plan will benefit the City through close collaboration and improved coordination with regional service providers including; LAHSA and its outreach team, the Department of Mental Health outreach program, the Service Planning Area (SPA) 7 HI representative, and the Coordinated Entry System (CES) outreach, access center, and housing matcher. As a City with an approved Homeless Plan submitted to the County, Maywood will receive monthly communications from the Gateway COG to advise them of services available to implement their individual plans. The City will continue its participation in regional coordination efforts to end homelessness and benefit from enhanced collaboration.

With an approved and submitted Homeless Plan, the City will be eligible to apply to the Innovation Funds awarded to the COG by the County. The City's applications to other funding opportunities will be strengthened by a the clear direction and collaboration of its homelessness solutions.

The City will broaden accelerate change as the City initiates its locally developed City-specific Homelessness Plan. The City will be able to leveraging new and existing policies and internal resources to address homelessness. The City will be afforded the opportunity to build upon the existing County delivery system including the HI strategies and the Coordinated Entry System. This collaborative approach within the context of local direction will create a synergy only found in this collective impact approach.

The input and guidance from internal departments and key stakeholders creates common ground for the implementation of the Homelessness Plan. With this strong foundation, robust alliances around implementing solutions to homelessness have been form. This Homelessness Plan will serve as a road map for the City's participation in preventing and reducing homelessness locally and regionally. Because of the collaboration with internal

and external stakeholders, the City's assessment of challenges and opportunities, existing and future, will be supported by its community.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

No direct fiscal impact to the City budget will result from the adoption of the Homeless Plan Resolution. Certain strategies within the plan can be implemented without additional cost to the city. Designed to address the impact of homelessness within the City, to the extent that it is successful, implementation could reduce the cost of the impacts of homelessness to certain departments. By adopting the plan, the City will become eligible to apply for Measure H and other funding opportunities to help implement some strategies within the plan.

ATTACHMENT:

Attachment No. 1: Resolution No. 6161 adopting the City of Maywood Homelessness Plan.

ATTACHMENT NO. 1

RESOLUTION NO. 6161

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAYWOOD ADOPTING THE CITY OF MAYWOOD HOMELESSNESS PLAN

WHEREAS, the City of Maywood desires to participate in, and maximize coordination and cooperation with, the regional strategies and systems addressing homelessness;

WHEREAS, the City sought the support of the Gateway Cities Council of Government receiving homelessness solutions and best practices expertise, technical assistance and work product in the creation of a City-specific Homelessness Plan;

WHEREAS, within the context of increases in homelessness across the nation, State and County, the City has successfully also experienced an increase in homelessness;

WHEREAS, the City Council approved participation in the Los Angeles Urban County Permanent Local Housing Allocation Program (PLHS) assisting persons who are experiencing or at risk of homelessness, including, but not limited to, providing rapid rehousing, rental assistance, supportive/ease management services that allow people to obtain and retain housing, operating and capital costs for navigation centers and emergency centers, and new construction rehabilitation, and preservation of permanent and transitional programs

WHEREAS, the Maywood Homelessness Plan is found to be consistent with the City's vision and mission and the City's PLHS plan

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MAYWOOD DOES HEREBY RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. The recitals set forth above are true and correct and incorporated herein as if set forth in full.

Section 2. The City Council hereby adopts the City of Maywood Homelessness Plan attached herein as Exhibit A. The Homelessness Plan will assist residents who are at risk of homelessness or surviving homelessness, through the exploration or implementation of the following goals:

Goal 1: Prevent Homelessness.

Goal 2: Increase Access to Affordable Housing.

Goal 3: Increase Income Opportunities for Those who are Experiencing Homelessness and Those who are At-Risk of Homelessness.

Goal 4: Increase Access to Case Management and Services.

Goal 5: Create a Coordinated System

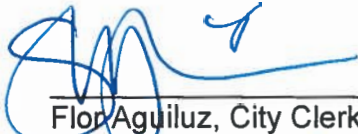
Section 3. This Resolution shall be effective immediately upon its passage and approval.

Section 4. The City Clerk shall certify to the passage and adoption of this Resolution and shall enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED THIS 27th day of January 2021.


Ricardo Lara, Mayor

ATTEST:


Flor Aguiluz, City Clerk

Shirley Quinones, Deputy City Clerk

APPROVED AS TO FORM:


Roxanne Diaz, City Attorney

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

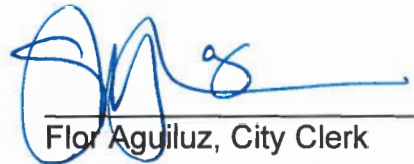
I, Flor Aguiluz, City Clerk of the City of Maywood, do hereby certify that the foregoing Resolution No. 6161 was adopted at a regular meeting of the City Council of the City of Maywood held on the 27th day of January 2021, by the following votes:

AYES: DE LA RIVA, GARCIA, TORRES, MARQUEZ, LARA

NOES:

ABSENT:

ABSTAIN:



Flor Aguiluz, City Clerk

Shirley Quinones, Deputy City Clerk

EXHIBIT A
HOMELESSNESS PLAN



CITY OF MAYWOOD PLAN ADDRESS AND PREVENT HOMELESSNESS

Homelessness has increased across the Nation, the State of California, and Los Angeles County and the City of Maywood between 2016 and 2020. In response to dramatic increases in homelessness, the Los Angeles County Board of Supervisors created the Los Angeles County Homeless Initiative (HI) in 2016. Developed through a collaborative process with community and government partners, the HI is a collection of strategies, created to forge effective partnerships and get real results in reducing homelessness. the County committed an initial \$100 million to launch these strategies.

In March 2017, voters approved Measure H, the landmark $\frac{1}{4}$ percent sales tax increase to provide an ongoing revenue stream – an estimated \$355 million per year for ten years — to fund services, rental subsidies and affordable and homeless housing. It is designed to fund a comprehensive regional approach to:

- Prevent homelessness
- Subsidize housing
- Increase income
- Provide case management and services
- Create a coordinated system and
- Increase affordable and homeless housing

On June 13, 2017, the Board allocated \$2,500,000 in one-time funding from the County general fund to support coordination efforts of the Councils of Governments and planning efforts for cities in the Los Angeles County Continuum of Care. The City of Maywood did not create a homeless plan during that funding cycle. On September 4, 2018, the Board approved \$9 million in funding to implement components of the cities' homelessness plans. Only those cities that submitted plans adopted by their City Councils were eligible to apply for this funding.

The Gateway Cities Council of Governments (GCCOG) convenes member cities to develop collaborative strategies around common regional issues, including homelessness. Maywood is an active member of the GCCOG. Annual funding from the County is awarded to GCCOG to provide programs to assist people experiencing homelessness in the Service Planning Area (SPA) 7 region. In February 2020, \$2,057,235 in Measure H funds was awarded to the GCCOG. The GCCOG used a portion of these funds to retain a consultant to assist two (2) cities in the region to create homelessness plans. The City of Maywood expressed interest in being one of the two. On May 6, 2020, the GCCOG entered into a Professional Services Agreement with a consultant to assist the City in creating a homeless plan. No cost has been incurred by the City for this support. The selected consultant has worked in the field of homeless services for two decades, twelve of those with the City of Pomona and two with the San Gabriel Valley Council of Governments. Through the provision this consultant with the guidance of best practices and municipal strategies, the GCCOG supported Maywood with education and training to complete its homelessness plan. In order to reverse the increase in homelessness, the City has created a focused plan to guide its efforts to address homelessness. To create this plan, Maywood undertook a comprehensive assessment of homelessness in its jurisdiction, assessed the resources currently available to address the challenge and identified opportunities for the City, including regional and subregional

resources.

Plan Information

The Plan is designed to cover a five year period from February 2021 – January 2026, with annual reporting, reassessment and revision, making it responsive to changing conditions and honing the City's efforts. The Plan shall be considered for adoption by the City Council on January 27, 2021.

The City of Maywood

Maywood's adopted mission statement is that, "The City of Maywood is committed to transparency and accountability and providing quality municipal services that are responsive to the needs of our community." The vision and values of the City are that, "Maywood will be a model community where families, professionals, the working class and businesses thrive."

The City recognizes that a thriving community exercises innovative local government, provides a variety of community services and programs and has a low crime rate, and encourages and supports healthy living. It respects and provides services and activities for seniors, provides clean, safe, and attractive neighborhoods and parks, has a thriving business corridor and a variety of quality restaurants, encourages and supports environmental responsibility, and promotes and participates in improving the quality of education. Maywood values commitment, good ethical behavior, accountability, transparency, teamwork, quality municipal services and responsiveness to the needs of the community.¹

The Los Angeles River runs through the east and to the north east of Maywood. Abutting the river channel is the Maywood Riverfront Park, conveyed to the City by the Trust for Public Land. The City has committed significant resources to long-term park stewardship. The City plans to align with the County in supporting the LA River Master Plan to create future additional recreation opportunities for Maywood residents.

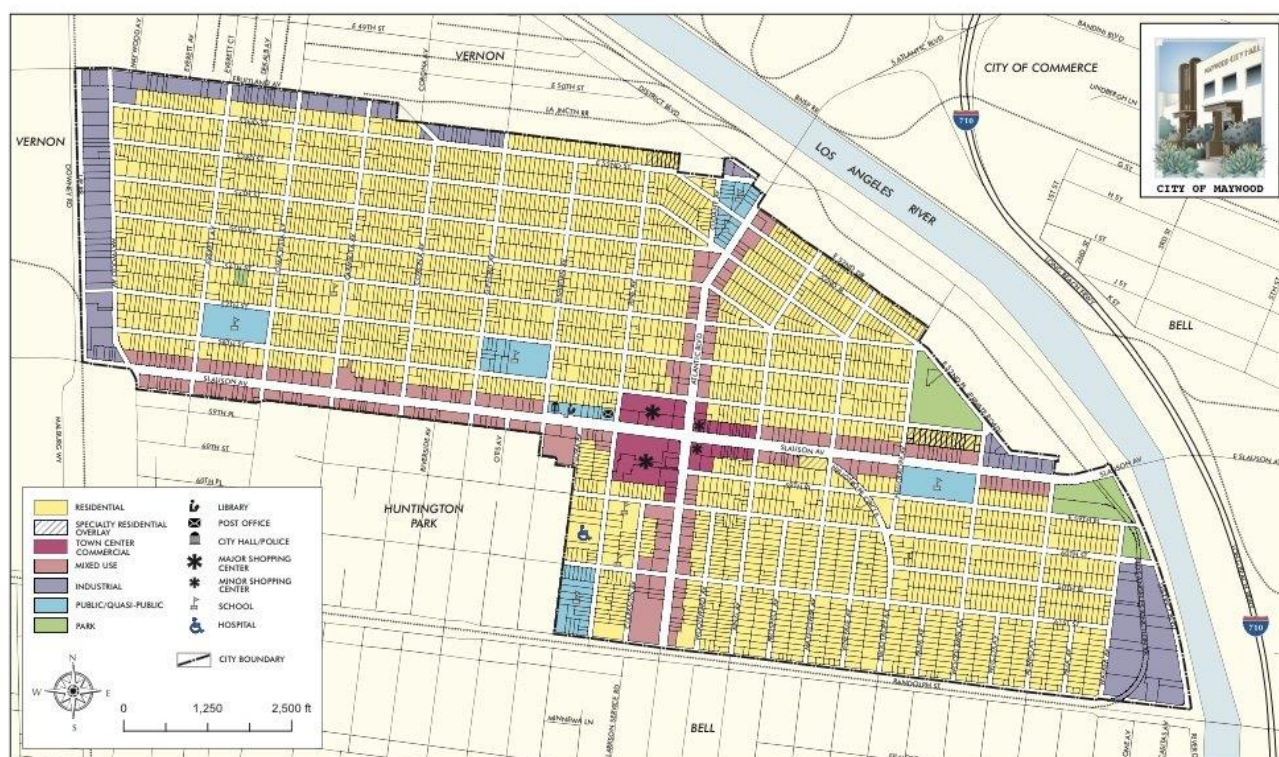
Economic Development

The heart of Maywood's business corridor meets at the intersection of Atlantic Boulevard and Slauson Avenue with four new shopping centers. A new senior citizens complex; a new 2.8 million dollar, Multi-Purpose facility, and a mix of regional and local commercial establishments and industrial complexes.. The city's vibrant commercial and industrial sector constitute important fulfillments of the City's 2007 general plan. This document provides context for consideration in the planning and implementation of the City's Homelessness Plan.

Although geographically compact, Maywood has a sizable population. Please see Map 1, below.

MAP 1

¹ Maywood Strategic Plan, <https://evogov.s3.amazonaws.com/media/100/media/35355.pdf>



Map 1: Maywood Land Use Map

Within 1.18 square miles, 26,973 people reside. It ranks in the upper quartile for Population Density when compared to the other cities, towns and Census Designated Places (CDPs) in California resulting in a population density is 7,086.8 people per square mile. Seven percent of the population is 65 or older and 4.3 percent of this population is disabled, however, 18.7 percent are without health insurance. Immigrants comprise 45.5% of the population and 93.3 percent of households speak a language other than English at home. Households average 4.09 people per residence. Maywood residents have an average commute of over of 30 minutes. Over one quarter of the population lives in poverty.²

² <https://worldpopulationreview.com/us-cities/maywood-ca-population>

Reasoning for the Homelessness Plan

A well developed and implemented Homelessness Plan will further the City's commitment to being responsive to the needs of the community. Innovative local government takes unique and proactive measures to address challenges of the diverse populations it serves. Ensuring safe healthy housing for over-crowded households serves the needs of these families and their neighbors that provides better access to city services. Helping to keep at-risk families with school-aged children connected to local schools and helps to improve neighborhood stability and develop a stable and educated population. Providing adequate housing and other services helps to move those who are unsheltered into housing and shelter, removing the challenge of private lives lived in public spaces.

Housing and Homelessness Prevention

Available housing juxtaposed with needed housing is one of the factors for consideration when addressing homelessness and countering the risk of becoming homeless within any jurisdiction. Housing stability is extremely high with 94.1 percent remaining in the same housing more than a year. While stability is desirable, it also means that there is little opportunity for a family that loses its housing to find a new place to live within the City.³ Housing security can depend heavily on housing tenure, i.e. whether homes are owned or rented. Maywood's housing stock consists of 6,696 total units, 1,731 of which are owner-occupied and 4,965 of which are renter-occupied. The share of renters in Maywood is higher than in the region overall.

Over the past two decades (2000-2020), there has been more construction of single-family residential (SFR) units than multi-family residential (MFR) units, which more often serve as rentals. When comparing 2000 to 2020, SFR units increased by 637, MFR units decreased by 607 reflecting an actual loss of multi-family rentals. Expansion by the Los Angeles Unified School District in the city contributed to many lost affordable units.

The majority of Maywood's housing units were built between 1950-1959, while across the region most units were built between 1970-1979. A plan for retention of older affordable housing may be helpful in ensuring adequate affordable housing for Maywood's residents. Affordable housing retention is an important component of homelessness prevention.

Overcrowded housing is a key risk factor for homelessness. In Maywood, 299 owner-occupied, and 2,014 renter-occupied households, had more than 1.0 occupants per room, which meets the American Community Survey (ACS) definition for overcrowding. Severe overcrowding is identified when housing has over 1.5 occupants per room. Of owner-occupied households, 79 meet this definition and 733 renter-occupied households meet the severe overcrowding definition.⁴

The current 5th Cycle Element will conclude in October 2021. Maywood's Housing Element does include an Emergency Shelter Overlay Zone that was adopted by the City Council on October 23, 2019. Regional Housing Needs Allocations (RHNA) continue to be hotly contested between cities and the State. The State has increased its assertiveness around cities' zoning and planning efforts. A sober examination of community needs in the Homelessness Plan and in the Housing Element

³ <https://www.census.gov/quickfacts/fact/table/maywoodcitycalifornia/fips#fips>

⁴ <https://healthdata.gov/dataset/percent-household-overcrowding-10-persons-room-and-severe-overcrowding-15-persons-room>

can help to retain the City's self-determination and ward off State efforts to become involved in the City's sovereign responsibilities. The RHNA numbers for households with very low and low income does help to inform the Homelessness Plan's homeless prevention efforts. The RHNA numbers for the 6th Housing Element Cycle have been determined, although the appeals process continues for all jurisdictions through late 2021.. The city's 6th cycle Housing Element RHNA numbers have increased over 6 fold from the 5th cycle. RHNA allocations for the 6th cycle are as follows: 54 very-low income units, 47 low income units, 55 moderate income units and 209 above moderate income units.

The coinciding timeframes of the development of the 6th Cycle Housing Element and the implementation of the Homelessness Plan may provide an opportunity for consistency across the City's Homelessness Plan and 6th cycle Housing Element.

Expected Housing Accomplishments 2021-26

There are numerous housing accomplishments that will coincide with the term of the homelessness plan, these future accomplishments include:

- 1) City Council Adoption of a sixth cycle housing element before the State deadline of October 15, 2021.
- 2) Development of a new Accessory Dwelling Unit ordinance to help "streamline" Adus for property owners.
- 3) New Development and design standards in the zoning code that will educate property owners on "best practices" for developing affordable housing.
- 4) Development of a 22-unit affordable housing development with ancillary commercial uses for property located at 5102-5110 District Boulevard
- 5) Amend the General Plan land use element by mapping the Emergency Shelter Overlay zone and expand the Senior/Affordable Overlay zone to include more parcels needed to help certify the Housing Element.
- 6) Create potential very very low affordable housing at 4801 Slauson Avenue using Measure H funds.

Residents' Housing Needs

The age group where renters outnumber owners the most is in the 15-24 range. The age group where owners outnumber renters the most is 65-74. This data may suggest that younger households are at greater risk of housing instability than older households. However, 57.7% of elderly households have incomes that are less than 30% of the HUD Area Median Family Income (HAMFI) and an additional 21.9% live with incomes between 30 and 50% of the HAMFI.

Maywood has a lower number of single-person households and a higher number of households with seven or more persons than the overall region. 13.3% are female-headed and with children (compared to 6.6% in the SCAG region), and 2.2% are female-headed and with children under 6 (compared to 1.0% in the SCAG region) indicating housing, childcare, and job training service needs.

Households expending more than 50% of the household income on rent number 1,889.19. Seven percent of Maywood's households are experiencing poverty. Lower income households may experience housing cost burden most acutely. Chart 1 below illustrates this disparity.

Chart 1

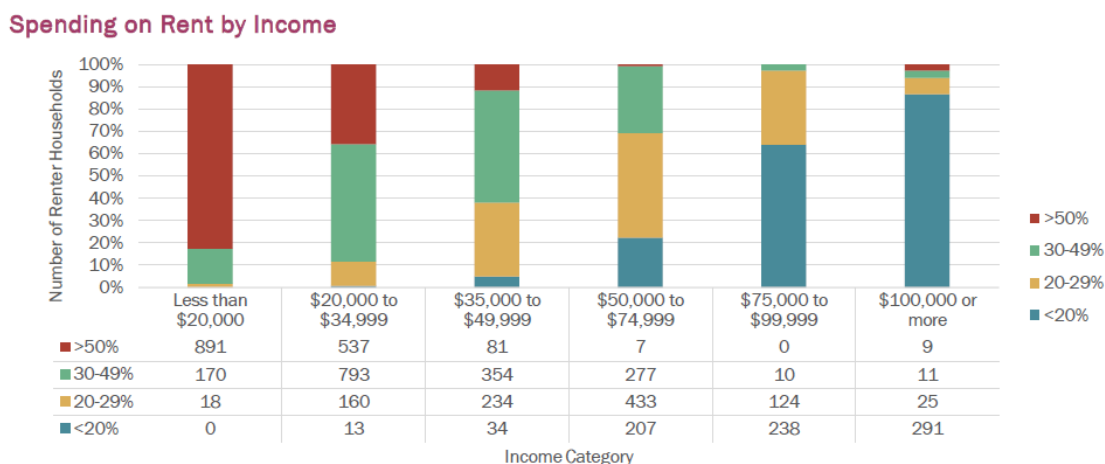


Chart 1: Rent-burden By Annual Income

Families with school-aged children are a particularly sensitive population. When identifying families with potential vulnerabilities, districts look at low-income and special needs for potential indicators of those which may be homeless or at-risk of homelessness. The most recent information shows that 4,379 families are at-risk in Maywood schools, as shown in Table 1 below.

Table 1

Maywood Schools At-Risk Families: Free/reduced lunch, English learners, Foster Youth	
Maywood Elementary	457
Maywood Center for Enriched	1,258
Heliotrope	520
Loma Vista	640
Maywood Academy HS	1,098
Fishburn Avenue Elementary	406
Total	4379

Table 1: At-risk Families in Maywood Schools

State of Homelessness in Maywood

The Department of Housing and Urban Development (HUD) mandates a bi-annual Point-in-Time (PIT) count of people and families without housing for all HUD designated Continuum of Care. Maywood resides within the Los Angeles Continuum of Care (LA CoC) for which the Los Angeles Homeless Services Authority (LAHSA) is the lead agency. The LA CoC elects to conduct the PIT annually and each year the City participates in the LA CoC PIT count. The PIT is a snapshot in time of homelessness on a specific night during the last week in January every year. The manner in which the count is conducted is defined by HUD and further prescribed by LAHSA. The PIT is one of four parts of a comprehensive count that also includes, 1) a separate demographic survey, 2) a youth count and, 3) housing inventory that enumerates homeless persons in temporary housing and institutions.

Because of the complexity and limiting parameters of the PIT count, it is challenging to obtain a reliable enumeration of the homeless persons living outdoors. The PIT count, as mandated by HUD, is conducted during the nighttime. The thinking behind this is that those people in who are in shelters are counted in the shelters at night, minimizing possible duplication. The PIT is conducted by over 6,000 volunteers, the majority of whom are not employed in homeless services. Teams of volunteers are given a brief training, provided census maps and deployed into the community to count people, tents, makeshift shelters, recreational vehicles and vans that appear to belong to the homeless. The teams cannot go onto private property, look over fences, go into vacant buildings, on school property or on undeveloped hillsides and arroyos. (Professional teams go to hillsides and riverbeds during the day to conduct the count in these areas.) Volunteer enumerators may not shine lights on people to clarify their view or knock on vehicle or tent doors.

After the PIT count is completed, a multiplier, developed based upon the separate demographic survey responses, is applied to the tents, shelters and vehicle count to obtain an estimate of the number of people that reside therein. There is no way to determine if people are in a makeshift dwelling at the time it is observed or if those people are counted in the physical count out on the streets. The PIT count does not reflect the ebb and flow of homelessness over the year or give an average over time. However, year-over-year changes can be indicative of trends or increase or decrease. The PIT Count data is used by HUD, the State of California and the County as part of its determination in funding allocations.

According to the PIT Count data, in January 2020, 47 unsheltered people resided in Maywood. This reflects an increase trend since 2017, consistent with increases across the County, State and nation. Chart 1, below, illustrates the Maywood unsheltered homeless count trend.

Chart 1

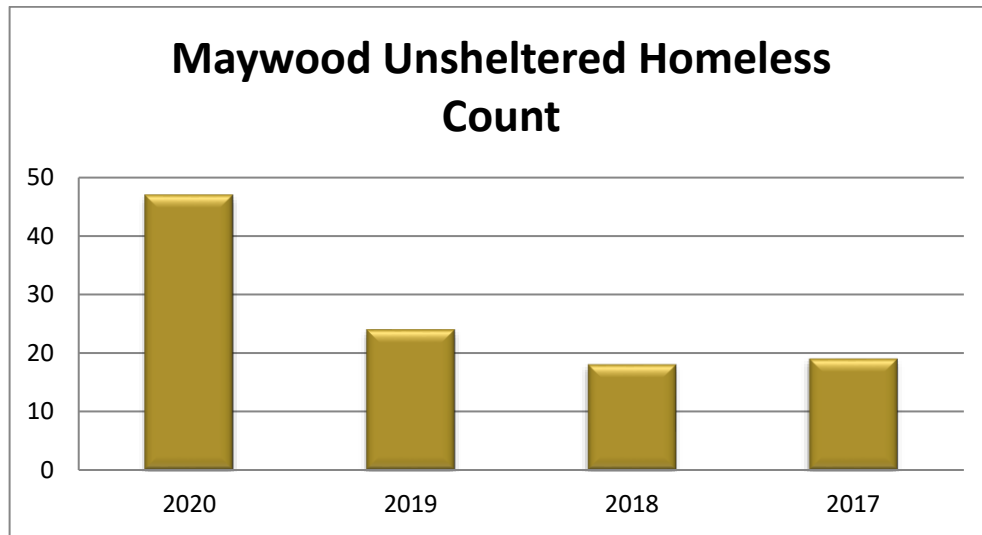


Chart 1: Year-Over-Year Change in Homelessness 2017 – 2020

The LA COC administers and coordinates a system of housing, providers and entry-points for those who are homeless to access supportive services and housing called the Coordinated Entry System (CES). The CES agencies providing services for those who are homeless within Maywood are People Assisting the Homeless (PATH), The Whole Child and Helpline Youth Counseling. PATH works with adults experiencing homelessness and the Whole Child works with families and children. The Whole Child partners with Helpline Youth Counseling to provide services for youth ages 16 – 24. Please see Chart 2, below, for data on people surviving homelessness in Maywood who were assisted by these providers.

Chart 2

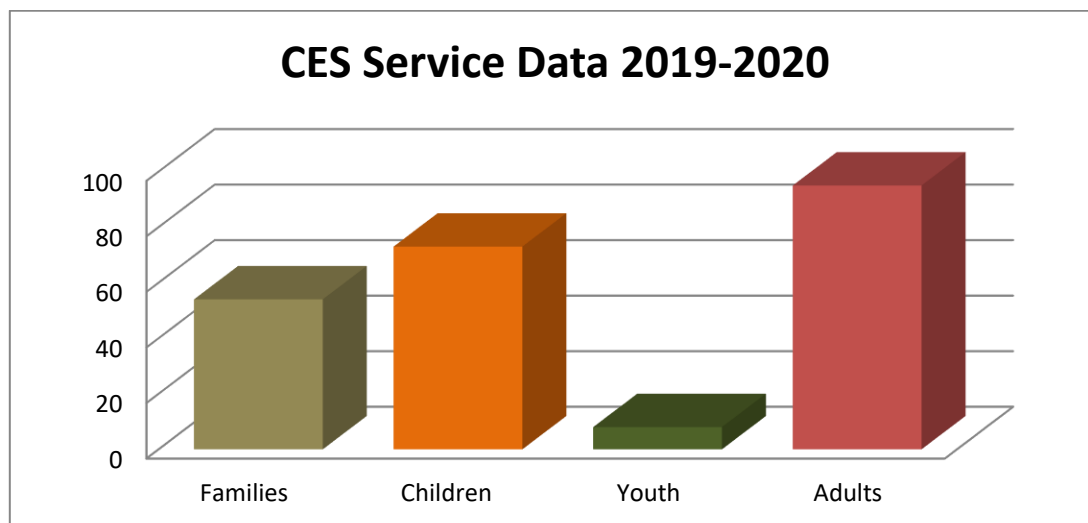


Chart 2: Maywood Unsheltered Persons Assisted by CES

The Impact of Homelessness in the City

To assess the impact of homelessness in the City and inform the creation of the Maywood Homelessness Plan, a series of meetings were conducted with those who serve the needs of the unhoused and at-risk population as well as those who field and respond to concerns from residents. The Principal's Roundtable, City Department heads and staff, CES providers, local service providers, DCFS, mental health providers, law enforcement, and Business Watch meeting participants contributed to this document. Six individual interviews were conducted with service providers and 7 adults and youth with lived experience were also interviewed.

Both challenges and needs were identified. Hotspots of homeless congregation were identified. Blighted, poorly operated motels create unsafe and inappropriate housing and exacerbate the problem of untreated homelessness. Loitering impacts businesses. A few specific individuals create most of the challenges that people generally associate with homelessness in general. Formerly homeless people told of the violent environment on the street they were subjected to when homeless in Maywood. Homeless people, residents, and City staff feel unsafe when homelessness is not addressed.

Fear inhibits families, particularly those with undocumented family members, from asserting their rights to suitable housing to prevent falling into homelessness. Families with school aged children keep quiet in the face of needs because they do not want to risk losing their children. Homeless children placed in housing or shelter must travel long distances by public transportation to attend school due to a lack of shelter and transitional housing in the City. This impacts children's success in school, long-term success in society, truancy, hope for the future, and proper socialization. Schools homeless liaisons are not connected closely with the youth and family CES providers, creating a gap that further exacerbates challenges for Maywood's children.

Unsheltered individuals have difficulty obtaining and maintaining documentation to access services and housing, perpetuating the length of time they are on Maywood streets, entrenching homelessness. Those who wish to obtain jobs have difficulty with materials and personal presentation because of the lack of hygiene and clothing storage options, increasing dependence upon the local community.

Homelessness impacts the City's budget as dedicated staff respond to calls from business owners and residents related to the homeless as well as those at-risk of losing their housing and homeless people seeking assistance. They also respond to residences' concerns about debris left by the homeless persons within City boundaries.

People who are homeless spend more time in jail or prison than the general population due to violations which resulted from or in their homelessness. The Homelessness Plan is one piece in the mosaic of tools required to attain and focus the resources needed to address homelessness effectively.

Linking the Homelessness Plan to the City's Mission and Goals

The adoption of a City-specific Homelessness Plan aligns with Maywood's mission to provide quality municipal services that are responsive to the needs of our community. Equally, it supports the City in exercising innovative local government. It maps out effective community services and programs to help reduce homelessness supporting clean, safe and attractive neighborhoods and parks, and a thriving business corridor. An effective plan is meant to help lower the crime rate and encourage and support healthy living. It also provides concrete ways in which the City can promote and participate in improving the quality of education.

The Plan proactively addresses homelessness, coordinates with available services and housing, and will create eligibility to apply for future funding opportunities. The Plan is designed to:

- a. Reduce the extent and scope of homelessness within Maywood;
- b. Improve the quality of life for all residents, including persons who may be experiencing a housing crisis;
- c. Provide a focused pathway to address homelessness in the City;
- d. Reduce costs to City Departments that must divert the resources from the intended purpose;
- e. Align City efforts with County, State and federal investments in homelessness prevention and solutions, positioning the City for eligibility to apply for funding opportunities and maximizing partnership with regional services;

Effective Homelessness Plans demonstrate:

Consistent with Maywood's commitment to delivering quality services and programs, the City has ensured that its Homelessness Plan meets the criteria for an effective, deliverable blueprint to address homelessness. An effective plan demonstrates the following components:

- Commitment to strong homelessness prevention and solutions, resulting in concrete outcomes
- Targeted practices, policies, and partnerships to increase housing and enhance services
- Alignment with HI Strategies, key systems and regional partners
- Focus on policy changes, process improvements, and production of appropriate housing for identified populations
- Inclusion of multi-jurisdictional collaboration to prevent and address homelessness regionally

Maywood's plan meets these criteria. A Council adopted plan will serve as a focus for the City's

efforts to address homelessness and coordinate with regional partners. When approved and submitted to the County, the City will be eligible to apply for future funding opportunities, including County Innovation Funds, expected to be released in Spring 2021. Future applications to other potential funding sources will be strengthened with the adoption of the plan.

The Plan

The Maywood Homelessness Plan contains the following 5 Goals :

1. Prevent Homelessness
2. Increase Access to Affordable Housing
3. Increase Income Opportunities for Those Who Are Experiencing Homelessness or Who Are At Risk of Homelessness
4. Increase Access to Case Management and Services
5. Create a Coordinated System

Through the Homelessness Plan, the City will be afforded the opportunity to build upon the existing County delivery system. The City will experience improved regional and multi-jurisdictional coordination. Plan implementation will benefit from close collaboration and improved coordination with regional service providers including; LAHSA and its outreach team, the HI's SPA 7 representative, the CES outreach, access center, and housing matcher, and the GCCOG Homeless Programs Manager. As a City with an approved Homelessness Plan submitted to the County and GCCOG, Maywood will receive monthly communications from the GCCOG to advise them of services available to implement its plan.

The City and the County will, together, broaden the collective impact of coordinated efforts and accelerate change as the City initiates its locally developed City- specific Homelessness Plan. The City will be able to leverage new and existing policies and internal resources to develop, enhance, or expand its effective work in preventing and addressing homelessness.

Goals and Actions Items

Below are the five goals identified by the City to be completed, implemented, reported upon and reassessed between February 2021 and January 2026. Each goal lists specific action items and any associated policy changes required or to be explored. The mechanisms and milestones for successful goal attainment is described as well as the key responsible party for ensuring goal attainment and City resources that will be used toward goal completion.

GOAL #1 – PREVENT HOMELESSNESS

This goal aligns with County Homeless Initiative Strategies A1, A5 B3, B7, and E14.

1. Supporting Action(s)

To effectively prevent homelessness, the City will pursue the following actions:

- a. Research ordinances and impacts of a moratorium on evictions. Develop a report and present findings to key City staff. Explore the option for the City Council to declare a moratorium on evictions.
- b. Support Maywood's rental relief program
- c. Provide assistance / link Maywood families with problem solving for at-risk and homeless families and individuals. This involves exploring client resources and self-resolution options.
- d. Working with local providers and the senior food services, determine if the City should prioritize seniors for prevention programs. Identify those in need as they attend senior food enrichment programs.
- e. In collaboration with DCFS and SPIRITT Family Services, support family reunification work.
- f. Research the possibility of reestablishing the New American Welcome Center for those who are undocumented. Set a foundation for success with a one-stop immigration service that includes classes, documents for residency and work permits, and possibly a day labor center.
- g. Strengthen social support networks to help families and individuals remain housed. Refer those in need, and the newly housed, to providers that implement social network projects. Strengthen social ties to foster success for those being housed, by referring to the faith community, lived experience groups, mental wellness groups, and recovery groups, to give families and individuals a sense of community. An example of this is a Kingdom Causes program which conducts peer programs and BBQs for those with lived experience.
- h. Consider developing a 2-year, short-term subsidy program, assisting families with \$300 - \$400 a month to remain housed, supplementing rent and utilities.
- i. Homeless youth often move from place to place. School districts find that homeless families double up with other families to avoid living on the street with minor children. Youth who are "couch surfing" and families who have resorted to living with other families do not qualify for housing assistance per the County. Look into creating a Rapid Re-housing (RRH) program, possibly with childcare support, for these unserved populations.

2. Associated policy and administrative change(s)

The Council may choose to extend a moratorium on evictions in Maywood. Staff will research this option and provide a report to the City Manager who will move it forward to Council for discussions and consideration if deemed appropriate. Potential stakeholders, partners and sources for information and implementation may include the City attorney, Public Counsel and Everyone In.

3. Goal Measurement

The process will be measured with the production of a report generated by assigned staff and presented to the City Manager. If the policy moves forward, then a record of associated community meetings demonstrate further action on this item. If any of the identified policies or action items that require Council approval, final approved resolutions would be a measure of progress. The School District can inform on the housing and services needed. The District served 100 families last year. It makes MET team referrals and tracks data internally. The Principals will check with staff to see what forms of data can be shared.

4. Goal ownership

The City Manager will assign appropriate goal ownership.

5. Leveraged City Resources

Staff and City attorney time and costs would leverage this activity.

6. Timeline

The City Manager or her designated staff will identify the appropriate timeline for implementation.

GOAL #2 - INCREASE ACCESS TO AFFORDABLE HOUSING

This goal aligns with County Homeless Initiative Strategies A4, B1, B3,B4, B6, B7, B8, E14, F1, F2, F3, F4, F5, F6, F7

1. Supporting Action(s)

- a.** Examine the following options for supporting subsidized housing; Master Leasing for Youth-Transition-aged Youth (TAY) and other populations, Establish a move-in Assistance fund for Maywood families and individuals, and explore creating a program that builds upon the Family Solutions Center (FSC) or other system providers such as the adult and youth CES Providers.
 - i.** Look into obtaining a building or small studio apartment and lease it for homeless clients. Client may pay a portion of the lease based upon income. Housing subsidies, such as LA County Housing Choice Vouchers, could also help cover the rental costs.
 - ii.** Master Leasing for Youth – The TAY population have special housing needs. This population experiences better long-term self-sustained housing outcomes than adults when placed temporarily in transitional housing. TAY need short-medium transitional housing of 12 to 24 mos. to get established. The City could create such a program partnering with Jovenes or Penny Lane. Master lease one, 2-bedroom apartment, which would house 4 youth. The agency provides supervision. A City grant would be more flexible than the County programs and would be City specific. For example, Norwalk's housing navigation program, funded with CDBG, assists clients found in Norwalk. Whittier has a motel assistance program for Whittier clients. Lack of transportation can be a barrier to employment for youth in transitional housing. The City can include a TAP card program, limiting it to transitional housing clients. (B7)(A4)(E14)
 - iii.** Establish a Move-in Assistance fund for Maywood families and individuals. Move in costs include security deposit and/or 1st month's rent or utilities deposit assistance. The program would be operated by nonprofit partners.

- iv. Consider creating a program that builds upon the Family Solutions Center (FSC) or other system providers such as the adult and youth CES providers. A City funded program provides funding assistance for families from their City and often covers costs that are not typically funded by the County; application and credit check fees, car repairs and expenses, taxes, insurance, emergency expenses that threaten families ability to stay housed. A potential funding source is Community Development Block Grant (CDBG) funds. As an example: Norwalk provides motel vouchers for families from their city so that they can get immediate shelter while waiting for CES assistance.
- b. Explore implementing the following strategies for affordable housing; explore housing that provides privacy and personal space for homeless and formerly homeless persons, remove barriers that impede development, approve shared housing, participate with PATH Lease-up, study the impact of rent control, preserve affordable housing, examine and update the Housing Element , examine inclusionary housing ordinances, review zoning and permitting processes, identify under-utilized land, review Vernon affordable housing model, implement limited eligibility restrictions.
 - i. Examine the barriers that may impede or slow the development of affordable housing. Streamline the development process.
 - ii. Examine permitting processes that relate to shared housing which provide private bedrooms but have shared common rooms and eliminate barriers.
 - iii. Participate with PATH Lease-up and the LACDA in landlord engagement meetings. Help these agencies to reach out to local mom and pop landlords. Support landlord education about the benefits of participation in these programs
 - iv. Preserve and promote the development of affordable housing – Identify at-risk affordable housing in the City and create a preservation program. Ease regulations and streamline approval processes to encourage development of affordable and possibly supportive housing. Develop a process and partnerships to preserve identified affordable housing.
 - v. Examine the Housing Element and update for the 6th Cycle. Include a Shelter Overlay Zone.
 - vi. Inclusionary Housing – Examine inclusionary housing ordinances and conduct an impact study. Consider instituting an inclusionary housing ordinance.
 - vii. Zoning and Permitting Processes – Review the zoning and permitting processes to expedite development, reduce barriers, and costs of affordable housing development, ADUs and renovations. Assist existing illegal ADUs and garage conversions to come into compliances. Reduce fees for compliance program participation.
 - viii. Public Land use - Identify under-utilized land for potential development. Partner with another city and/or agency to use identified land to provide services or affordable housing within the City. This can help those who are homeless or at risk of losing their housing to access services and reduce the housing barriers, allowing those in need to remain within their community.
- c. Explore the possibility of developing a shelter for TAY or other populations living unsheltered in Maywood who are working with a provider to become housed. Among other shelters, the Good Seed on 6th Avenue in Los Angeles is an example to study.

1. Associated policy and administrative change(s)

- a. Consider adopting a resolution to end homelessness to accompany the homeless plan

- b. Ease regulations and streamline approval processes to encourage development of affordable and possibly supportive housing
- c. Examine the Housing Element and develop a process and partnerships to preserve identified affordable housing.
- d. Inclusionary Housing – Examine inclusionary housing ordinances and conduct an impact study. Consider instituting an inclusionary housing ordinances
- e. Zoning and Permitting Processes – Review zoning and permitting processes to expedite development, reduce barriers, and costs of affordable housing development, ADUs and renovations. Assist existing illegal ADUs and garage conversions to come into compliances. Reduce fees for compliance program participation.
- f. Public Land use - Identify under-utilized land for potential development. Partner with another city and/or agency to use this land to provide services or affordable housing within the City.
- g. Vacant Lots in Maywood – Empty lots result in blighted conditions. Identify neglected lots and properties. Enforce city codes on absentee owners and pursue legal avenues as necessary for non-compliance. Develop an incentive program and partnerships to build appropriate affordable housing for the City's population on these under-utilized properties.

Implementation of these policies will increase housing availability for Maywood's at-risk households and families of school-aged children. Appropriate housing within the City will help with job retention, stabilize education for at-risk children and raise an educated, employable community-connected population. Appropriate and affordable housing for workers will stabilize employment retention and reduce commute times, enhancing family life and the environment. Housing the unhoused will reduce blight and inappropriate private behaviors in public spaces.

Housing, shelter, zoning, permitting policies and the Housing Element fall within the purview of the Building and Planning Department Director. This person will spearhead and assign efforts, setting timeframes and assigning tasks. In certain cases, professional consultants may be retained. The City Attorney will review legal documents resulting from this work.

2. Goal Measurement

What metrics will be used to track progress? What are the data sources? When will the measurement occur?

- a. Actions assignments of a timeline for completion will be produced
- b. Each task will produce a written report submitted to Director/City Manager with recommendations within the scheduled period
- c. City will make a decision and draft policy changes based upon report within 60 days of report
- d. If City Attorney review is required, policy draft will be reviewed by City Attorney within 60 days and recommendations / revisions will be made
- e. If policy change requires review or approval by a commission or the City Council, appropriate documents will be produced, agendaized and brought for review within 60 of City Attorney review or report
- f. Upon approval, City will implement policy change
- g. The County has offered to work with the City to develop outcomes and metrics. With County influence, obtaining consistent information on Maywood specific data from the CES will be possible.
- h. Whittier First Day will provide monthly data to the City
- i. Jovenes will provide CES data on the TAY population.

- j. Track the number of local landlords engaged and participating in the inventory of available housing for homeless and at-risk families
- k. Create a baseline of available housing units available and track types of housing available annually

3. Goal ownership

At the City Managers' discretion, this goal and assignment of staff duties may be directed by the Director of Building and Planning

4. Leveraged City Resources

City Manager, Building and Planning Director and other staff time will be dedicated to this goal. City overhead costs, supplies and materials will be used in this effort. City Attorney time for review will also be utilized.

5. Timeline

A detailed timeline, prioritizing State requirements, will be generated at the beginning of this process. Simpler activities that can be accomplished relatively quickly will be enacted early in the five-year term. Any complex housing efforts that require layers of review and approval, including Commission review, may start thereafter and extend beyond the five year Plan timeframe.

GOAL #3 - INCREASE INCOME OPPORTUNITIES FOR THOSE WHO ARE EXPERIENCING HOMELESSNESS AND THOSE WHO ARE AT-RISK OF HOMELESSNESS

The identified actions for this goal align with County Homeless Initiative Strategies C1,2, and 3.

- 1. City-based Employment Center - Facilitate an employment services/guidance program in the City. Work with HUB Cities Career Center (HCCC) to provide a city-located job center (C1&2). Utilize peer advocates and promotoras to reach out to the unemployed and provide respected advice. (C3) Conduct an advertising campaign to businesses to provide employment for unemployed Maywood residents. Business owners suggested that Tire Shops and mechanics may hire those who are homeless.
- 2. Tie Employment and Income to City Homeless Programs – The City will require employment goals and outcomes as part of any program that it develops, including housing programs.
- 3. Support and promote GED opportunities in English and Spanish.
- 4. Facilitate Career Fairs
- 5. Hire those who are homeless as independent contractors or per diem workers to pick up trash in the City, recycle, and help with graffiti removal.

1. Associated policy and administrative change(s)

Human resources and risk management will research how independent contractor and per diem work is implemented by the County and other jurisdictions and will develop appropriate policies and procedures to implement this program. The City may enter into a non-monetized agreement with HCCC to provide a local employment option. The City will work with Maywood Schools adult education, a community college, volunteer tutors Rio Hondo America's Job Center to promote GED and culturally sensitive employment option outreach. The City will engage the business community in discussions around the advantage of employing those at risk and those who are unsheltered

These policy and administrative efforts will create a more financially stable population. Those employed or seeking employment locally will enjoy a reduced commute and more time with their families. Reduced commutes will reduce strain on transportation corridors and improve air quality. Increased local income will increase local purchasing, strengthening business income and increasing sales tax revenues. Active employment will reduce panhandling and loitering.

2. Goal Measurement

The City will request that HCCC will track local employment placements and retention. City finance payments made to independent contractor / per diem workers in the program. Tracking will take place quarterly after the startup of each program. Outreach materials and a list of promotoras will validate employment outreach work.

3. Goal ownership

The City Manager will retain or assign ownership of this goal.

4. Leveraged City Resources

City Manager and staff time will be applied to this goal. City Attorney time may be applied toward this goal. City overhead, equipment and supplies will also be employed toward completion of this goal.

5. Timeline

Action items b and c will be started within 6 months of the approval of the Plan. The first Career Fair will be held within 12 months. Action items a and e will be started within 12 months and a projected timeline will be developed in partnership with America's Job Center and the school district.

GOAL #4 – INCREASE ACCESS TO CASE MANAGEMENT AND SERVICES

The identified actions for this goal align with County Homeless Initiative Strategies **are E2, 7, 11**

1. Provide Local, Flexible Programs

- a. A solution will be to have flexible programs that will work with parent's schedule including those with extenuating circumstances. Provided needed services locally. Offer seamless, contiguous programs to support clients through to self-sufficiency
- b. CES Screener Colocation - Expand access to CES. Identify programs at which a CES screener, or outreach person, could be located. In Maywood, this may be Alt Med or the YMCA.
- c. Support a local shower and feeding program at a location such as the YMCA. Require that the program embeds a CES screener or outreach worker to link families and individuals to services. City services such as trash removal and public works could support this program. The Supervisor's office is supportive of such programs and can help bring County resources to bear. Provide City funding, and encourage community funding, for children's snacks and dinner, as well as showers, for homeless and at-risk children at the YMCA.
- d. Client Informed Programs - Obtain input from those who are homeless, at-risk, or have lived experience to determine solutions, program design and desirability.
- e. Improve Community Access to Services - Provide a City-based CES Access Center or Access Point or Resource Center; a one-stop shop with basic information, flyers and referrals for the various homeless populations in English and Spanish. Co-locate a key person that assists families with problem-solving.
- f. In partnership with service providers, faith community, self-help groups, and community service groups, develop Social Support Program. Social supports provide a supportive community that can help fill the void of missing friends and families, leading to greater stability and success.

2. Increase Access to Healthcare, Mental Health and Substance Misuse Treatment

- a. Expand upon and improve the supports offered by the Bell Health clinics
- b. Address Substance Misuse and Mental Health. Mental Health Guest Desk or Local Clinic - DMH and the VA are complex systems that are challenging to navigate. It is not helpful to simply provide a phone number and expect people with challenges to take it from there. City located services and support can be valuable. Consider hosting a guest desk for providers or siting a local clinic.
- c. Create a fund to help subsidize treatment for the uninsured.
- d. Employ the leadership role of the City to help bridge the gaps between the School District, local health providers and the CES providers. 1) Social Support Teams are needed to monitor how families are doing and meet regularly. Such Teams could come under the head of School Counseling. 2) The School District's Avila-Arroyo project will be implemented, improving academic achievement. Pupil Services and Attendance (PSA) Counselors will work directly with students and families. They will coordinate a collaboration of services. Meetings and information will be distributed. This is a positive model to be employed and built upon.
- e. Provide a safe space where individuals, particularly youth and single adults, can receive the mental health and medical services needed to rehabilitate and prepare to be successfully housed. Local access to one-on-one counseling is needed.

- f. Identifying siting for a community-based substance abuse program will allow homeless people to make major life changes.

3. Associated policy and administrative change(s)

Identifying sites for potential services will increase access to services, increasing the likelihood that those who are ready for assistance will connect with needed programs and attain successful reintegration into Maywood's mainstream. Mental health and substance use treatment are services needed by the general population, not only those who are homeless or at-risk of homelessness. Effective services provision can help keep families unified and reduce dependency on other services.

4. Goal Measurement

The creation of the overarching Plan timeline will be the first measure of success and will take place within 60 days of Council approval. Creation of a detailed timeline allowing for staff and resource availability and interdependence of action items will be the second measure of progress. Assignment of tasks and resources will follow thereafter. A record of costs including overhead and staff time will be maintained through a dedicated account number for use by all staff assigned to specific tasks. Quarterly reports to the City Manager will track progress.

Partner service providers will retain back up and enter data into HMIS. All proper documentation needed for a Client Navigation fund, such as itemized receipts and HMIS (Homeless Management Information System data records) case notes shall be retained by service provider and can be supported by HMIS reports. Comparable databases will be used by those service provider partners that are not on HMIS. Status reports of program development and implementation will be required quarterly.

5. Goal ownership

The City Manager will be the lead on this goal and will assign tasks and deadlines.

6. Leveraged City Resources

City Manager and staff time, City overhead costs, equipment, supplies and materials will be dedicated to this goal. Potentially funding from CDBG may also leverage this goal.

7. Timeline

The City Manager will establish an overall timeline for the entire Homelessness Plan and weave in each goal and supporting action items. An understanding of staff time and responsibilities and as well as which action items will be foundational for other action items will help to inform the timeline and task assignments.

GOAL #5 – CREATE A COORDINATED SYSTEM

The identified actions for this goal align with County Homeless Initiative Strategies are B3, C 6 and 7, E5, 7 and 14

1. Create A Community Fund to Address Homelessness

- a. Coordinate a businesses' fundraiser and citizens' donation opportunities for a community fund to assist the homeless.
- b. A potential funding source is Community Development Block Grant (CDBG) funds. As an example: Norwalk provides motel vouchers for families from their city so that they can get immediate shelter while waiting for CES assistance.
- c. Set-up a Client Navigation Fund for the City's Homeless - These funds can be used to support clients in obtaining documents necessary for housing linkage, employment & additional necessary services. Client navigation support includes, but is not limited to, obtaining ID, application fees, renewal of certification or licenses, specific employment equipment, clothing for interviews, meal cards, vaccinations, registration fees and other costs for emotional & service animal support, etc.
- d. Council will identify and expend funds in ways that will help the homeless population. This may be through work with the Community Fund, allocation of CDBG, and other budgeting efforts.

2. Increase Outreach and Engagement

- a. Work with the County to ensure that County homeless outreach is performed once a month, ensuring that the County understands and is familiar with the City and its homeless residents.
- b. LA HOP - Increase the presence of the LA HOP portal and the Helpline Youth Counseling through City based media, City website, program centers and publications.
- c. Consistently offer Resources Days – By holding resource days consistently with specific date and time within the City's boundaries, those in need can remember and rely on when and where they can access the help they need to end their homelessness. In partnership with County Departments, the CES lead its partner agencies, other CBO service providers, and Supervisor Solis' office bring 1) workforce development, 2) mental health access and outreach and 3) family supports to the community.
- d. Direct Referrals - Provide direct referrals to access points. Work with schools and law enforcement to help facilitate referrals.

3. Increase Collaboration to Address Homelessness as a Whole Community and Sub-region

- a. Provide Staff and School Districts with the number of an identified homeless response contact for better response to observed need. This contact could liaison with the internal direct number for 2-1-1, the SPA 7 DMH Outreach Worker. Entering into a Agreement of Mutual Understanding with these entities and the CES leads could help facilitate this relationship for enhanced response.
- b. School-identified at-risk families and those in the immigrant community tend to fear government. Build a coalition with trusted advisors such as pastors, school counselors and promotoras to help bridge the gap created by these fears and reduce communication barriers, allowing at-risk families to access the help they need.
- c. City/CES Referral Partnership – Enter into MOUs with CES lead agencies. The City and each agency (PATH, The Whole Child and the Youth Helpline) will designate a direct POC to liaison between the City and each agency to facilitate communication and address issues. Such an agreement could also be established with local providers, as well.

- d. Support and assist schools with coordination and collaboration with community and regional resources such as the Whole Child and Helpline Youth Counseling CES programs. Bring the gravitas of the City to help support the relationships between community providers and schools to help facilitate the referral process. Facilitate and support education and the connection between school counselors, liaisons and secretaries with family and youth CES agencies.
- e. Coordinate with neighboring cities to address homelessness. Initiate quarterly Check in meetings and collaboration with Commerce, Maywood, Huntington Park, Bell and Cudahy.

4. Increase Community Awareness, Understanding and Empowerment Through Education About Homelessness and Homeless Services and Resources

- a. Host a Public Education Event – Agencies can participate with the City in tabling events for public education.
- b. Technology Resources - The County provides technology resources to families in need. Many marginalized residents are unaware of these resources. Inform those in need about the County's and the Southeast Community Development Corporation's technology programs. Provide this information to residents on various media. In addition to social media, consider other placements such as bus stops, city centers, food distribution sites, market, drive-through food distribution, YMCA and City Hall, library information tables and vanities, and Parks and Recreation Community Center reception areas. Include QR code on posters and flyers for youth. Offer information in English and Spanish.
- c. Public Outreach Locations - Provide new locations for homeless service, landlord outreach and employment events.
- d. In partnership with the Sheriff's Department, conduct an education campaign about the HOST program in the City.
- e. Educate Internal Departments - Foster an understanding of the Family Services Center, the Youth and Adult Coordinated Entry System Information Meeting - The Whole Child and PATH can conduct a simple meeting providing information for internal departments that interface with those who are without housing. Article Series - Publish a simple, informative series of articles for the City's internal departments about the CES programs, what they are and what they can and cannot do. Publish the City's internal homeless POC and basic referral information.
- f. Strengthen City Participation In and Connection with the CES Host a CES meeting in Maywood. Support City Officials - The Mayor, City Council, City Manager and key staff are often approached about homeless issues and asked to provide help. It would be helpful to inform these leaders about services. It is suggested that CES providers provide a robust training about homeless programs services and limitations. PATH could include information about mental health first aid, trauma-informed care, and cultural awareness for the diverse demographic groups within the City.
- g. Create a Community Watch Program
- h. In partnership with homeless agencies, provide education on homeless prevention for those with income.
- i. Offer Meeting Sites - Provide city sites, such as the Council Chambers, for CES leads to provide SPA level trainings.
- j. Expand Information Platforms - The City keeps residence informed through social media. Expand information to other media such as bus stops, city centers, food distribution sites, etc. for those with limited access to or use of the internet.

- k. Addressing Fear - Families, particularly those with undocumented members, are fearful. Provide resources and education on tenants' rights, to inform and ease fears

1. Associated policy and administrative change(s)

In order to implement these actions, the City will need to enter into Referral Partnership MOUs with the CES leads. Expanded public information campaigns will be developed. A multi-city Roundtable for City Managers will be instituted.

Implementing these changes will empower local residents with important information about available jobs, services and resource to increase income, enhance childhood education, and self-resolve situations that could lead to homelessness. The City will maximize and streamline available resources.

2. Goal Measurement

What metrics will be used to track progress? What are the data sources? When will the measurement occur?

The development of an overall timeline, setting reasonable goals for start, mid-point and full launch and measures of success of each program will be the initial measure. Thereafter, quarterly reports on the timeline, task assignments and progress will continue the program tracking.

3. Goal ownership

The City Manager will be the lead on this goal and will assign tasks and deadlines.

4. Leveraged City Resources

Significant City Manager and Staff time will be dedicated to the action items to implement this goal. The Community fund will generate new revenue to specifically address homelessness.

5. Timeline

The City Manager will establish an overall timeline for the entire Homelessness Plan and weave in each goal and supporting action items. An understanding of staff time and responsibilities and as well as which action items will be foundational for other action items will help to inform the timeline and task assignments.

1. Identify City employees or other staff who will lead implementation of the plan.

Table 1: Primary Contact for Plan Implementation

Name & Position	Address & Email	Phone
Jennifer Vasquez, City Manager	Jennifer.Vasquez@cityofmaywood.org 4319 East Slauson Avenue, Maywood, CA 90270	(323) 562-5700

2. Describe the City's participation or plans to participate in any new or ongoing collaborative efforts, within the City and/or with other cities and/or in the Service Planning Area.

Maywood's Mayor Pro Tem is a member the Council of Governments Homeless Board of Directors. City staff participate in the Gateway Cities' COG Homelessness Committee. Staff participate at the SPA-wide coalition meetings. As an active member of the GCCOG'S LCA 1, the City coordinates with neighboring jurisdictions to address broader concerns. Maywood has a dedicated staff person that field's homeless assistance inquiries and makes referrals to the CES lead, with whom she has a close working relationship. The Plan calls for the City to partner with CES providers, the school district, local service providers including the YMCA and faith leaders. The City has regular collaborative meetings with Maywood businesses through Business Watch meetings and the school district's principals through the Principals' Roundtable. The City looks forward to partnering with HCCC. It also anticipates facilitating a strong working relationship between the schools and the CES family provider.

3. Review specific County Homeless Initiative Strategies from the table below and consider how the City could collaborate and align planning efforts to achieve mutual goals.

City Planning Activities tied to County Homeless Initiative Strategies

	Plan to participate	Currently participating	County Homeless Initiative Strategies
A – Prevent Homelessness	☒	☐	A1. Homeless Prevention for families
	☒	☐	A5. Homeless Prevention for Individuals
B – Subsidize Housing	☒	☐	B3. Partner with Cities to Expand Rapid Rehousing
	☒	☐	B4. Facilitate Utilization of Federal Housing Subsidies
	☒	☐	B6. Family Reunification Housing Subsidies
	☒	☐	B7. Interim/Bridge Housing for those Exiting Institutions
	☒	☐	B8. Housing Choice Vouchers for Permanent Supportive Housing
C – Increase Income	☒	☐	C1. Enhance the CalWORKs Subsidized Employment Program for Homeless Families
	☒	☐	C2. Increase Employment for Homeless Adults by Supporting Social Enterprise
	☐	☐	C4/5/6. Countywide Supplemental Security/Social Security Disability Income and Veterans Benefits Advocacy
	☐	☐	C7. Subsidize Employment for Homeless Adults
	Plan to participate	Currently participating	County Homeless Initiative Strategies
D – Provide Case Management & Services	☐	☐	D2. Jail In-Reach
	☒	☐	D5. Support for Homeless Case Managers
	☐	☐	D6. Criminal Record Clearing Project

	☐	☐	D7. Provide Services for Permanent Supportive Housing
E – Create a Coordinated System	☒	☐	E4. First Responders Training
	☒	☐	E5. Decriminalization Policy
	☒	☐	E6. Expand Countywide Outreach System
	☒	☐	E7. Strengthen the Coordinated Entry System (CES)
	☐	☐	E8. Enhance the Emergency Shelter System
	☐	☐	E10. Regional Coordination of Los Angeles County Housing Agencies
	☒	☐	E14. Enhance Services for Transition Age Youth
F – Increase Affordable/ Homeless Housing	☒	☐	F1. Promote Regional SB2 Compliance and Implementation
	☒	☐	F2. Linkage Fee Nexus Study
	☒	☐	F4. Development of Second Dwelling Units Program
	☒	☐	F5. Incentive Zoning/Value Capture Strategies
	☒	☐	F6. Using Public Land for Homeless Housing
	☒	☐	F7. Preserve and Promote the Development of Affordable Housing for Homeless Families and Individuals
	☐	☐	F7. Housing Innovation Fund (One-time)

AGENDA REPORT

CITY OF MAYWOOD



Public Hearing

AGENDA ITEM

DATE: JANUARY 27, 2021

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER E. VASQUEZ, CITY MANAGER

BY: JENNIFER E. VASQUEZ, CITY MANAGER

SUBJECT: A PUBLIC HEARING FOR THE PROPOSED USES OF THE COMMUNITY DEVELOPMENT BLOCK GRANT ALLOCATION FOR FISCAL YEAR 2021-2022 AND ADOPTION OF RESOLUTION NO. 6162 APPROVING THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM BUDGET FOR FISCAL YEAR 2021-2022

RECOMMENDATION:

Staff recommends that the City Council hold the public hearing and thereafter adopt Resolution No. 6162 approving the FY 2021-2022 Community Development Block Grant programs as outlined in the proposed program budget.

BACKGROUND:

Each program year, the City receives an annual Community Development Block Grant (CDBG) allocation from the U.S. Department of Housing and Urban Development (HUD) through the Los Angeles County Development Authority (LACDA). The CDBG allocation from the LACDA for Fiscal Year (FY) 2021-2022 will form part of the City's General Budget.

It is estimated that the City's allocated funding will be \$429,737. As a CDBG Subrecipient of the LACDA, the City of Maywood must submit a CDBG Program Planning Summary describing the proposed programs and funding allocations for FY 2021-2022 by February 1, 2021.

The intended use of this funding is for various community development programs and projects to benefit low- and moderate-income persons.

DISCUSSION:

The CDBG Program seeks to ensure that the needs and resources of the community are included in a comprehensive planning effort to revitalize distressed neighborhoods and help low- and moderate-income residents.

Currently, CDBG funds are used to fund a portion of the Graffiti Removal Program, Code Enforcement, and the Sidewalk Rehabilitation Project.

HUD encourages and requires that the City involve the general public in the development of the City's CDBG Program. This public hearing was noticed through the attached public hearing notice, pursuant to HUD and LACDA requirements, and complies with citizen participation regulations.

The public hearing is a part of HUD's public participation process and is one of the primary vehicles for community involvement in the City's CDBG planning process.

PROPOSED FY 2021-2022 CDBG PROGRAM DESCRIPTIONS

Graffiti Removal Program:

The Graffiti Removal program provides for the removal of graffiti from public areas and private property where graffiti is visible from the public right-of-way. CDBG funds pay for graffiti removal contractor services. CDBG program regulations identify graffiti abatement as a public service, which is subject to a twenty percent (20%) cap of the annual allocation (20% of \$429,737 = \$85,947). The LACDA increased the public service cap from 15% to 20% for FY 2021-2022. This increase will offset the amount of General Funds used to pay for the balance of the Graffiti Removal Program budget. FY 2021-2022 funding request is \$85,947.

Code Enforcement:

The Code Enforcement program aids in the elimination of substandard housing, removal of blighted conditions, promoting property maintenance, and ensuring conformance with City zoning and building ordinances, as well as State and County Health codes. CDBG funds pay for a portion of the salary of two (2) code enforcement officers, and for non-personnel costs associated with program implementation. In addition, CDBG funds are used for project administration at 20% of the project allocation (20% of \$150,000 = \$30,000). FY 2021-2022 funding request is \$150,000.

Sidewalk Rehabilitation Project:

The Sidewalk Rehabilitation Project will provide funding for various repairs to damaged sidewalks, curbs and gutters, driveway approaches, adjacent asphalt pavement, and additional items associated with sidewalk repairs in targeted locations throughout the City. CDBG funds are used for design, engineering, plans and specifications, and construction costs associated with project implementation. The proposed allocation

includes funding for CDBG project administration and contract compliance. The FY 2021-2022 funding request is \$193,790.

The cost of project administration, coordination, monitoring, reporting, and contract compliance services are charged on a project-based model which allows the City to pay for costs associated with meeting the regulatory requirements on a per project basis. CDBG funds are used to reimburse the City for personnel and non-personnel costs, including the funding for contract services required for CDBG project administration. The City's CDBG contracted services include the CDBG Program Consultant.

LEGAL REVIEW:

The City Attorney has reviewed this staff report.

FISCAL IMPACT:

Fiscal Year 2021-2022 funding for the Community Development Block Grant (CDBG) Program is estimated at \$429,737. Approval of the proposed CDBG funding allocations will be incorporated into the Fiscal Year 2021-2022 City Budget. The CDBG Program does not impact the City's General Fund budget.

Attachments: 1) Resolution Number 6162
2) Proposed Program Budget – Exhibit “A”
3) Public Hearing Notice

ATTACHMENT NO. 1

RESOLUTION NO. 6162

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAYWOOD APPROVING FISCAL YEAR 2021-2022 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM BUDGET

WHEREAS, on August 22, 1974, the President of the United States signed into law the Housing and Community Development Act of 1974 (Act); and

WHEREAS, the primary goals of Title 1 of the Act are the development of viable urban communities by providing decent housing and a suitable living environment, and expanding economic opportunities, principally for persons of low and moderate income; and

WHEREAS, the City will receive a Community Development Block Grant (CDBG) allocation from the Los Angeles County Development Authority in the amount of \$429,737 in FY 2021-2022 CDBG funds; and

WHEREAS, staff has prepared the proposed FY 2021-2022 CDBG program budget to the City Council attached hereto as Exhibit "A".

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MAYWOOD DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. That the Maywood City Council approves the CDBG program budget as set forth in Exhibit A and instruct staff to submit the CDBG Program Planning Summary for approval to the Los Angeles County Development Authority.

SECTION 2. That the City Manager is authorized to execute the contractual and related documents to be prepared by the County of Los Angeles that are required for the implementation of the CDBG Program.

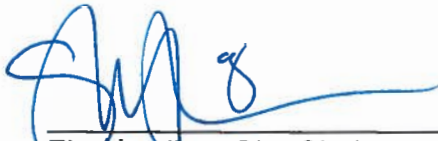
SECTION 3. That the City Manager is authorized to adjust the program budget as necessary to take into account the final CDBG allocation from the U.S. Department of Housing and Urban Development (HUD) and any amounts remaining unspent at the close of the fiscal year.

PASSED, APPROVED AND ADOPTED this 27th day of January, 2021.



Ricardo Lara, Mayor

ATTEST:



Flor Aguiluz, City Clerk

Shirley Quinones, Deputy City Clerk

APPROVED AS TO FORM:



Roxanne Diaz, City Attorney

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

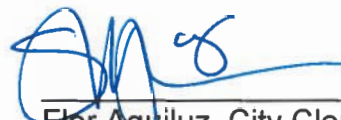
I, Flor Aguiluz, City Clerk of the City of Maywood, do hereby certify the foregoing Resolution No. 6162 was duly passed and adopted by the City Council of the City of Maywood, at a special meeting held on the 27th day of January, 2021, by the following roll call vote, to wit:

AYES: DE LA RIVA, GARCIA, TORRES, MARQUEZ, LARA

NAYES:

ABSENT:

ABSTAINED



Flor Aguiluz, City Clerk

Shirley Quinones, Deputy City Clerk

EXHIBIT A

ATTACHMENT NO. 2

EXHIBIT A
CDBG Program Budget FY 2021-2022

<u>PROGRAM</u>	<u>ALLOCATION</u>	<u>UNALLOCATED</u>	<u>TOTALS</u>
<u>PUBLIC SERVICE ACTIVITIES</u>			
(20% of Annual Allocation: \$85,947)			
Graffiti Removal Program	\$ 85,947		\$ 85,947
<u>CODE ENFORCEMENT</u>			
Code Enforcement Program	\$ 150,000		\$ 150,000
<u>PUBLIC WORKS PROJECT</u>			
Sidewalk Rehabilitation Project	\$ 193,790		\$ 193,790
TOTAL ALLOCATION	\$ 429,737	\$ - 0 -	\$ 429,737

ATTACHMENT NO. 3

BELL/MAYWOOD INDUSTRIAL POST

This space for filing stamp only

3731 WILSHIRE BLVD STE 840, LOS ANGELES, CA 90015
Telephone (323) 556-5720 / Fax (213) 835-0584

SHIRLEY QUINONES
CITY OF MAYWOOD/ CITY CLERK
4319 E SLAUSON AVE
MAYWOOD, CA - 90270

PRE#: 3426229

PROOF OF PUBLICATION

(2015.5 C.C.P.)

State of California)
County of LOS ANGELES) ss

Notice Type: HRG - NOTICE OF HEARING

Ad Description:
NOTICE OF PUBLIC HEARING

I am a citizen of the United States and a resident of the State of California; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the printer and publisher of the BELL/MAYWOOD INDUSTRIAL POST, a newspaper published in the English language in the city of BELL, county of LOS ANGELES, and adjudged a newspaper of general circulation as defined by the laws of the State of California by the Superior Court of the County of LOS ANGELES, State of California, under date 08/18/1925, Case No. 175623. That the notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

12/31/2020

Executed on: 12/31/2020
At Los Angeles, California

I certify (or declare) under penalty of perjury that the foregoing is true and correct.



**CITY OF MAYWOOD
NOTICE OF PUBLIC HEARING**
NOTICE IS HEREBY GIVEN that the City Council of the City of Maywood will conduct a Public Hearing, at which time you may be heard, concerning the below-stated action. The Public Hearing will be held on Wednesday, January 27, 2021, at 7:00 p.m.; see below for participation options.

**FISCAL YEAR (FY) 2021-2022
COMMUNITY DEVELOPMENT BLOCK GRANT
PROGRAM**

The City of Maywood will receive an estimated \$429,737 in Community Development Block Grant (CDBG) funds based on the current year allocation as a participant in the FY 2021-2022 Los Angeles Urban County CDBG program. These funds will be available to the City on July 1, 2021.

The funds may be used for a variety of community development activities such as residential and commercial property rehabilitation, graffiti removal, land acquisition, public service activities, public works improvements, economic development activities, and planning and administration of the CDBG programs. All programs will be implemented to provide primary benefit to low- and moderate-income residents of the City.

Questions regarding the FY 2021-2022 CDBG Program may be directed to City Hall at the following address:

City of Maywood
Attn: James Troyer, Interim Director of
Building and Planning
4319 E. Slauson Ave.
City of Maywood, CA 90270

Email: jtroyer@cityofmaywood.org

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, the meeting of the City Council for January 27, 2021 will be conducted telephonically through Zoom and broadcast live on the City's Facebook page. Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Council Chambers will not be open for the meeting. Council Members will be participating telephonically and will not be physically present in the Council Chambers.

If you would like to speak on this agenda item, you can access the meeting remotely.

Join by phone 1-669-900-6833 Enter Meeting ID: 857 3552 6565 Passcode: 247456

If you want to comment during the public comment portion of the agenda, Press *9 and we will select you from the meeting cue. NOTE: Your phone number will appear on the screen unless you first dial *67 before dialing the numbers as shown above.

The City wants you to know that you can also submit your comments by email to shirley.quinones@cityofmaywood.org. To give adequate time to print out your comments for consideration at the meeting, please submit your written comments prior to 4:30 p.m., or if you are unable to email, please call the City Clerk's Office at (323) 562-5714 by 4:30 p.m.

If you wish to have your comments read to the City Council during the appropriate Public Comment period, please indicate in the Subject Line "FOR PUBLIC COMMENT" and list the item number you wish to comment on. Comments that you want read to the Council will be subject to the three-minute time limitation (approximately 350 words). Written comments that are only to be provided to Council and not read at the meeting will be distributed to the Council prior to the meeting.

Pursuant to the Executive Order, and in compliance with the Americans with Disabilities Act, if you need special assistance to participate in the Council meeting, please contact the City Clerk's Office, (323) 562-5714 within 48 hours of the meeting.
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Shirley Quinones
Deputy City Clerk
12/31/20
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