



MAYWOOD CITY COUNCIL ADJOURNED MEETING AGENDA

WEDNESDAY, JULY 8, 2020 AT 3:00 P.M.

I. CALL TO ORDER/ROLL CALL

CALL TO ORDER
ROLL CALL

II. CITY OFFICIALS

MAYOR

Eduardo De La Riva

CITY CLERK

Gerardo Mayagoitia

MAYOR PRO TEM

Ricardo Lara

CITY TREASURER

Gloria Viramontes

COUNCIL MEMBERS

Ramon Medina

Carlos Alvarez

Heber Marquez

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 adjourned meeting of the City Council for July 8, 2020 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:

Join by phone *67 1-669-900-6833

Enter Meeting ID: 875 5272 0520

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 1:30 p.m.; or if you are unable to email, please call the City Clerk's Office at (323) 562-5714 by 1:30 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) 562-5723 within 48 hours of the meeting.

IV. COUNCILMEMBER COMMENTS

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

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

By phone: *67 1-669-900-6833

Enter Meeting ID: 875 5272 0520

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.

VI. PRESENTATIONS

VII. PUBLIC HEARING

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 06/24/2020 Adjourned City Council Meeting.

2. Resolution of the City Council of the City of Maywood and Successor Agency to the Maywood Community Redevelopment Agency Approving Prepaid Warrants.
3. Revenue Report from July 2020 to June 2020.
4. Consideration of approving the Community Benefit Fund Application, Submitted by Cal State Fullerton (CSUF) Philanthropic Foundation.

IX. DISCUSSION/ACTION ITEMS

X. CLOSED SESSION

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:

By phone: *67 1-669-900-6833

Enter Meeting ID: 875 5272 0520

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.

XII. ADJOURNMENT - The next Adjourned Meeting of the Maywood City Council is on July 22, 2020 at 3:00 p.m.



PUBLIC ACCESS TO CITY COUNCIL MEETING AGENDA AND AGENDA PACKETS

I, _____, Gerardo Mayagoitia, City Clerk or Guillermo Padilla 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 raising 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. _____

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

WEDNESDAY, JUNE 24, 2020 AT 3:00 P.M.

I. CALL TO ORDER/ROLL CALL

CALL TO ORDER
ROLL CALL

I. CITY OFFICIALS

MAYOR

Eduardo De La Riva (Present)

CITY CLERK

Gerardo Mayagoitia (Teleconference)

MAYOR PRO TEM

Ricardo Lara (Teleconference)

CITY TREASURER

Gloria Viramontes (Absent)

COUNCIL MEMBERS

Ramon Medina (Teleconference)

Carlos Alvarez (Teleconference)

Heber Marquez (Teleconference)

CITY MANAGER

Jennifer E. Vasquez (Present)

CITY ATTORNEY

Roxanne Diaz (Teleconference)

Staff Present:

David Mango, Director of Building and Planning

Hrant Manuelian, Director of Finance

Guillermo Padilla, Deputy City Clerk

Shirley Quinones, Deputy City Clerk

Gisselle Delgado, Community Services Liaison

II. COVID-19 MEETING PROCEDURES

PUBLIC ADVISORY: THE CITY COUNCIL CHAMBERS WAS NOT 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 TELECONFERENCE AT:

*67 1-669-900-6833

Zoom Meeting Access Code: 884 3112 5217

Comments may have been submitted via e-mail to shirley.quinones@cityofmaywood.org
by 1:30 p.m. prior to meeting and by teleconference anytime prior to closure of the public
comment portion of the item(s) under consideration

II. COUNCILMEMBER COMMENTS

Mayor, Council Members, and City Manager provided community updates.

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

The following spoke on Agenda Items:

1. Alejandro M. Arredondo (Submitted comment by mail);
2. Gerardo Mayagoitia (Submitted comment by teleconference).

IV. PRESENTATIONS

V. PUBLIC HEARING

1. Hold a Public Hearing and Approve the Resolution Approving the Final Engineer's Report, Confirming the Diagram and Assessments, And Ordering Levy and Collection of Assessments Within the Street Lighting Assessment District for Fiscal Year 2020/21 Pursuant to the Provisions of Division 15, Part 2 of the Streets and Highways Code of the State of California. **Motion to adopt a Resolution approving the Final Engineer's Report, confirming the diagram and assessments, and ordering levy and collections of assessments within the Street Lighting Assessment District for Fiscal Year 2020/21 by Medina. Second by Lara. AYES: Marquez, Alvarez, Medina, Lara, De La Riva. PASSES.**

The following spoke in the Public Hearing:

1. There were no speakers
2. Hold a Public Hearing and Approve the Annual Sewer Report and Levy of the Annual Sewer Service Charge for Fiscal Year 2020/21 Pursuant to Chapter 14 Of Title 6 Of the Maywood Municipal Code and order the Annual Sewer Service Charge To be Collected on the County of Los Angeles Tax Roll 2020-2021. **Motion to adopt Resolution 6120 to approve the Annual Sewer Report and levy of the Annual Sewer Service Charge for Fiscal Year 2020/21 and order the Annual Sewer Service charge**

to be collected on the County of Los Angeles Tax Roll 2020-2021 by Medina. Second by Alvarez. AYES: Marquez, Alvarez, Medina, Lara, De La Riva. PASSES.

The following spoke in the Public Hearing:

1. There were no speakers.

3. Public Hearing to Consider Resolution 6121, Adopting the Fiscal Year 2020-2021 Operating and Capital Improvement Budgets for the City of Maywood. **Motion to adopt Resolution 6121 adopting the Fiscal Year 2020-2021 Operating and Capital Improvement Budgets for the City of Maywood by Lara. Second by Medina. AYES: Marquez, Alvarez, Medina, Lara, De La Riva. PASSES.**

The following spoke in the Public Hearing:

1. There were no speakers.

4. Public Hearing to Consider Resolution Approving the Final Form of The Delinquent Charges Report for Past Due and Payable Accounts for Residential Rubbish Services Rendered by Athens Services and Directing that the same be submitted to the Los Angeles County Auditor-Controller for Collection on the Property Tax Roll Tax Year 2020-2021. **Motion to adopt Resolution 6122 approving the Final Form of The Delinquent Charges Report for Past Due and Payable Accounts for Residential Rubbish Services Rendered by Athens Services and direct the same to be submitted to the Los Angeles County Auditor-Controller for Collection on the Property Tax Roll Tax Year 2020-2021 by Medina. Second by De La Riva. AYES: Marquez, Alvarez, Medina, Lara, De La Riva. PASSES**

The following spoke in the Public Hearing:

1. Juan Ortiz (Submitted comment by teleconference);
2. Ruth Ortiz (Submitted comment by teleconference);
3. Gerardo Mayagoitia (Submitted comment by teleconference).

VI. 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 06/10/2020 Adjourned City Council Meeting. **Motion to approve Adjourned Meeting Minutes by Medina. Second by Alvarez. AYES: Marquez, Alvarez, Medina, Lara, De La Riva. PASSES**
2. Minutes for 6/10/2020 Special City Council Meeting. **Motion to approve Special Meeting Minutes by Medina. Second by Alvarez. AYES: Marquez, Alvarez, Medina, Lara, De La Riva. PASSES**
3. Resolution of the City Council of the City of Maywood and Successor Agency to the Maywood Community Redevelopment Agency Approving Prepaid Warrants. **Motion to**

adopt Resolution 6119 by Medina. Second by Alvarez. AYES: Marquez, Alvarez, Medina, Lara, De La Riva. PASSES

- 4. Consideration of Establishing Section 115 Trust Funds with the California Public Employees' Retirement System for the City's Unfunded Pension and Other Post Employment Benefit (OPEB) Liabilities. Motion to approve the City's establishment of Section 115 California Employers' Pension Prefunding Trust (CEPPT) and California Employers' Retiree Benefit Trust (CERBT) with California Public Employees' Retirement System (CalPERS), appointing the Finance Director as the City's Plan Administrator and authorizing the City Manager and Finance Director to take all actions, including the execution of agreements or required documents, to implement the program by Medina. Second by Alvarez. AYES: Marquez, Alvarez, Medina, Lara, De La Riva. PASSES**
- 5. Resolution Approving the Assignment Agreement for the Exchange of Proposition A Funds between the City of Maywood and the City of West Hollywood. Motion to adopt Resolution 6126 approving the Assignment Agreement for the Exchange of Proposition A Funds between the City of Maywood and the City of West Hollywood by De La Riva. Second by Lara. AYES: Marquez, Alvarez, Medina, Lara, De La Riva. PASSES**
- 6. Consideration of Approving Resolution No. 6124 in Support of Schools and Local Communities First Funding Act. Motion to adopt Resolution 6124 in Support of Schools and Local Communities First Funding Act by Medina. Second by Alvarez. AYES: Marquez, Alvarez, Medina, Lara, De La Riva. PASSES**
- 7. Consideration of an Ordinance Designating the Position of Finance Director as a Department Head and removing the position from the Civil Service System and amending the Maywood Municipal Code. Motion to adopt Ordinance 20-05 designating the position of Finance of Director as a Department Head and removing the position from the Civil Service System and amending the Maywood Municipal Code by Medina. Second by Alvarez. AYES: Marquez, Alvarez, Medina, Lara, De La Riva. PASSES**
- 8. A Resolution of the City Council of the City of Maywood, California Designating Diane R. Gladwell as the Elections Official for the Maywood General Municipal Election to be held on Tuesday November 3, 2020. Motion to adopt Resolution 6126 designating Diane R. Gladwell as the Elections Official for the Maywood General Municipal Election to be held Tuesday, November 3, 2020 by Medina. Second by Alvarez. AYES: Marquez, Alvarez, Medina, Lara, De La Riva. PASSES**
- 9. Consideration on Resolution No. 6125, Establishing an Appropriations Limit Pursuant to Article XIIIB of the California Constitution for Fiscal Year 2020-2021. Motion to adopt Resolution 6125 establishing an appropriations limit pursuant to Article XIIIB of the California Constitution for Fiscal Year 2020-2021 by Medina. Second by Alvarez. AYES: Marquez, Alvarez, Medina, Lara, De La Riva. PASSES**

VII. DISCUSSION/ACTION ITEMS

- 10. Consideration of Awarding A Contract for Construction of the Citywide Street Name Sign Replacement Project to Sterndahl Enterprises, Inc. Motion to award a contract for**

construction of the Citywide Street Name Sign Replacement Project to Sterndahl Enterprises and select the white board with black lettering scheme by Medina. Second by Alvarez. AYES: Marquez, Alvarez, Medina, Lara, De La Riva. PASSES

VIII. CLOSED SESSION

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

The following spoke on Agenda Items:

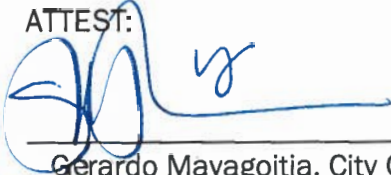
1. Max Loera (Submitted comment by email);
2. Gerardo Mayagoitia (Submitted comment by teleconference);
3. Veronica Guardado (Submitted comment by teleconference).

- X. ADJOURNMENT** – Meeting adjourned in memory of the young lady that passed away at the Arco Gas Station at approximately 4:13pm on June 24, 2020 to July 8, 2020 at 3:00 p.m. for the adjourned meeting of the Maywood City Council.



Eduardo De La Riva, Mayor

ATTEST:



Gerardo Mayagoitia, City Clerk

Shirley Quinones - Deputy City Clerk

COUNCIL AGENDA

ITEM No. 2

RESOLUTION NO. 6127

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

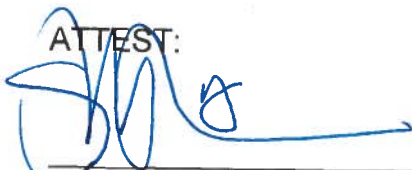
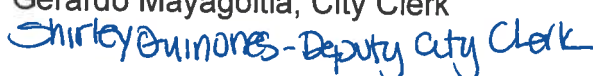
WHEREAS, the register of audited demands is hereby submitted to the City Council of the City of Maywood and Successor Agency to the Maywood Community Redevelopment Agency for approval.

NOW, THEREFORE, BE IT RESOLVED, that the listed Warrants and Wire Transfers/Automated Clearing House (ACH) Transactions for \$398,948.09 are hereby ratified:

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

PASSED, APPROVED AND ADOPTED THIS 8th day of July, 2020.


Eduardo De La Riva, Mayor

ATTEST:

Gerardo Mayagoitia, 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

)
)
)

I, Gerardo Mayagoitia, City Clerk of the City Council of the City of Maywood, do hereby certify that foregoing Resolution No. 6127 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 8th of July, 2020 by the following roll call vote, to wit:

AYES: MARQUEZ, LARA, DE LA RIVA

NAYES:

ABSENT: ALVAREZ, MEDINA

ABSTAINED:

A handwritten signature in blue ink, appearing to be 'G. Mayagoitia', with a long horizontal line extending to the right.

Gerardo Mayagoitia, City Clerk

Shirley Guinone, Deputy City Clerk

City of Maywood
Summary Warrants for Payment and Wire Transfers/ACH Transactions
Council Meeting Date
Wednesday, July 8, 2020

Accounts Payable		Amount
Accounts Payable prepaid warrants for payment: Checks No. 087275 - 087296	\$	287,929.76
Accounts Payable regular warrants for payment: Checks No. 087297 - 087312	\$	91,001.03
Sub-total	\$	378,930.79
Wire Transfers/ACH Transactions		
06/22/20 CalPERS 1959 Survivor Billing Employer Contributions FY 2019/2020	\$	762.70
06/25/20 CalPERS Employer Contribution - Pay Period 6/7/2020-6/20/2020	\$	6,863.34
06/26/20 ADP Payroll Fee	\$	391.26
07/01/20 California Joint Powers Insurance Authority (CJPIA) repayment plan agreement - July 2020	\$	12,000.00
Sub-total	\$	20,017.30
Total Demands	\$	398,948.09

City of Maywood
Detail Warrants for Payment
Warrants No. 087275 to 087312

EXHIBIT B

Check No.	Prepays	Date	Vendor Name	Check Amt	Transaction Description
087275	P	6/24/2020	Pablo E. Martinez	*670.00	Covid-19 Meetings and Document Translation
087276	P	6/29/2020	City of West Hollywood	276,027.00	Prop A Exchange Fiscal Year 2019-2020 with West Hollywood
087277	P	7/1/2020	Angel Villegas	525.39	Retiree Medical Reimbursement July 2020
087278	P	7/1/2020	AT&T	20.89	MTA Line 05/17/2020 to 06/16/2020
087279	P	7/1/2020	Brent Talmo	296.74	Retiree Medical Reimbursement July 2020
087280	P	7/1/2020	Bruce Leflar	1,189.78	Retiree Medical Reimbursement July 2020
087281	P	7/1/2020	Christine M. Locher	245.78	Retiree Medical Reimbursement July 2020
087282	P	7/1/2020	Edward Ahrens	1,189.78	Retiree Medical Reimbursement July 2020
087283	P	7/1/2020	L.B. Johnson Hardware Co.	31.73	Building/Planning Supplies
087284	P	7/1/2020	Tri-City Mutual Water Company	1,125.95	Various Locations 04-18-2020 to 06-19-2020
087285	P	7/1/2020	Paramount Safety Supply	646.05	PPE-3 layer earloop protective face mask
087286	P	7/1/2020	Paul Pine	1,588.41	Retiree Medical Reimbursement July 2020
087287	P	7/1/2020	Raul Rodriguez	*245.00	Planning Commission Stipend (August/Sept/Oct 2019)
087288	P	7/1/2020	Robert Leach	1,005.00	Planning Commission Stipend 03/12/2019
087289	P	7/1/2020	Ronald Lindsey	1,176.90	Retiree Medical Reimbursement July 2020
087290	P	7/1/2020	Scott C. Anderson	1,189.78	Retiree Medical Reimbursement July 2020
087291	P	7/1/2020	South City Gas, Inc.	53.52	City Vehicle Fleet Trucks: May 2020
087292	P	7/1/2020	Southern California Edison	70.22	5317 Atlantic PED 05/15/2020-06/15/2020
087293	P	7/1/2020	Sparkletts Drinking Water	164.79	City Hall Office Water
087294	P	7/1/2020	Sprint	630.37	Cell Phone Service: 05-24-2020-06-23-2020
087295	P	7/1/2020	Staples Business Advantage	613.03	Office Supplies
087296	P	7/1/2020	Vernon, City of	138.65	Slauson & Downey 05-06-2020 to 06-09-2020

City of Maywood
Detail Warrants for Payment
Warrants No. 087275 to 087312

Check No.	Prepays	Date	Vendor Name	Check Amt	Transaction Description
087297		7/1/2020	California Contract Cities Association - CCCA	3,400.00	Annual Membership Dues 7/1/2020-6/20/2021
087298		7/1/2020	Controller: State of California	592.36	FY 18/19 Franchise Tax Board Offset Program State Controller
087299		7/1/2020	County of Los Angeles Department of Animal Control	15,879.99	Animal Control Services March, April, May 2020
087300		7/1/2020	Daily Journal Corporation	2,763.94	Publication of Official Notices
087301		7/1/2020	Expert Building Maintenance	8,500.00	City Hall/Police Station/Parks June 2020 Additional Janitorial Services June 2020
087302		7/1/2020	Gisselle Delgado	61.36	Reimbursement for supplies for Census Caravan
087303		7/1/2020	Hinderliter, de Llamas & Associates	1,200.00	Cannabis Management Program May 2020
087304		7/1/2020	Interwest Consulting Group	22,121.00	City Engineering Services: May 2020
087305		7/1/2020	KBJ Auto Detail	420.00	City Vehicle Fleet: Car Wash May 2020
087306		7/1/2020	Quadient Leasing USA, Inc.	989.66	Postage Machine Lease: July 2020 - October 2020
087307		7/1/2020	North Star Landcare	9,831.25	Landscape Services June 2020
087308		7/1/2020	Phoenix Group Information Systems	2,669.30	May 2020 Citation Processing Collection Agency Services May 2020 Parking Citations Processing Fees May 2020 Permit Fulfillment Processing
087309		7/1/2020	Procure America	312.25	Utility Services Review and Analysis
087310		7/1/2020	Los Angeles County Department of Public Health	1,020.00	Maywood Swimming Pool Permit FY 2020-2021
087311		7/1/2020	Richards, Watson & Gershon	18,012.89	Legal Services - General May 2020
087312		7/1/2020	U.S. Bank Corporate Payment System	3,227.03	Credit Card Expense
TOTAL:				\$378,930.79	

*Reissued check - Already approved by Council in prior meeting



AGENDA 3
ITEM NO. _____

CITY COUNCIL STAFF REPORT

DATE: JULY 8, 2020
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 2019 TO JUNE 2020

RECOMMENDATION

Staff recommends that the City Council receive and file the Revenue Report from July 2019 – June 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 2019 to June 2020 totaled \$14,859,613.36 which is 2.15% higher than the same period last year. Please note that these are not final numbers for the year as we are currently in the process of closing out the year and posting accrual entries.

¹ See row entitled Total Revenues

- *GENERAL FUND – TAXES:* Overall there is a 23.12% increase in total taxes. The contributing factors for the increase are Cannabis Sales Tax and Sales Tax Revenues. This increase offsets the reduction in User Utility Tax, Property Taxes, & Franchise & Collectors Fee.
- *GENERAL FUND – LICENSES & PERMITS:* Overall there is an 8.04% increase in total Licenses & Permits. The contributing factors of the increase are Commercial Cannabis Renewals & Public Works & Residential/Building Permits.
- *GENERAL FUND – CHARGES FOR SERVICES:* The total for Charges for Services received has totaled \$155,691.98 which is 140% higher than the same period last year. There has been an increase in all items in this category.
- *GENERAL FUND – FINES AND FORFEITURES:* A contributing factor of the reduction in Parking Fines & SEMC: Court Collections (DMV) revenue is the loss of parking enforcement coverage on weekends. Since April 2019 there has been a vacancy for the Part-time Parking Enforcement Officer position that diminished our capacity to issue parking citations. Additionally, due to the Stay-at-Home Order beginning Mid-March to date the City suspended enforcement of overnight parking permits and street sweeping.
- *GENERAL FUND – MISCELLANEOUS:* Miscellaneous Revenues received is lower by 62.54% than the same period last year. The main reason for this is because the final Prop A exchange was just approved in the last meeting and we have not yet received the funds from the City of West Hollywood. The City will receive \$195,979 in unrestricted General funds and will be recorded to FY 19-20 once received.
- *SPECIAL RVENUE FUND -* The total Special Revenue Fund received totaled \$4,114,044.89 which is 7.39% lower than the same period last year. The contributing factor for the difference in Special Revenue is due to the reimbursements received in FY 2018-19 from Environmental Protection Agency (EPA) & Community Development Block Grant (CDBG) for the sewer replacement project.

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 – July 2019 to June 2020 Revenue Report

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 - Revised FY 2019- 20 Revenue Budget	H - % of FY 2019-2020 YTD Revenue Received
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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	\$233,132.57	\$181,968.06	(\$51,164.51)	-21.95%	\$40,000.00	454.92%
Property Taxes	\$689,807.98	\$667,815.71	(\$21,992.27)	-3.19%	\$685,000.00	97.49%
Utility Users Tax	\$875,373.52	\$831,708.65	(\$43,664.87)	-4.99%	\$950,000.00	87.55%
Transfer Tax (Real Estate)	\$25,413.60	\$16,714.24	(\$8,699.36)	-34.23%	\$20,000.00	83.57%
Transient Occupancy Tax	\$50,225.57	\$54,094.87	\$3,869.30	7.70%	\$95,000.00	56.94%
Cannabis Sales Tax	\$520,598.05	\$1,581,163.29	\$1,060,565.24	203.72%	\$1,500,000.00	105.41%
Sales Tax Revenue	\$1,539,939.05	\$1,510,715.78	(\$29,223.27)	-1.90%	\$1,800,000.00	83.93%
Taxes Totals	\$3,934,490.34	\$4,844,180.60	\$909,690.26	23.12%	\$5,090,000.00	95.17%

GENERAL FUND**Licenses & Permits:**

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.

Compliance Program Fee	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Residential & Building Permits	\$37,026.60	\$44,058.34	\$7,031.74	18.99%	\$34,000.00	129.58%
Public Works Permit Fees	\$53,646.00	\$79,711.45	\$26,065.45	48.59%	\$88,000.00	90.58%
Temporary Parking Permits	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Other Fees & Permits	\$35,485.33	\$30,173.75	(\$5,311.58)	-14.97%	\$30,000.00	100.58%
Occupancy Permits	\$27,045.60	\$15,574.90	(\$11,470.70)	-42.41%	\$12,500.00	124.60%
Building Permits	\$84,221.77	\$87,099.00	\$2,877.23	3.42%	\$56,000.00	155.53%
Commercial Cannabis Applications	\$71,689.10	\$38,787.00	(\$32,902.10)	-45.90%	\$28,387.00	136.64%
Commercial Cannabis Renewal	\$0.00	\$147,840.00	\$147,840.00	0.00%	\$117,810.00	125.49%
Parking Permits	\$78,949.40	\$61,893.73	(\$17,055.67)	-21.60%	\$100,000.00	61.89%
Apartment License	\$22,169.50	\$20,762.79	(\$1,406.71)	-6.35%	\$30,000.00	69.21%
Business License	\$194,557.26	\$195,109.73	\$552.47	0.28%	\$290,000.00	67.28%
Vehicle License Fee - LA County	\$2,817,126.24	\$2,976,091.77	\$158,965.53	5.64%	\$2,820,000.00	105.54%
Licenses and Permits Totals	\$3,421,916.80	\$3,697,102.46	\$275,185.66	8.04%	\$3,606,697.00	102.51%

GENERAL FUND**Charges for Services:**

CHARGES FOR SERVICES: Charges to cover administrative costs for the provision of services.

All Other Charges for Services	\$13,088.71	\$32,700.80	\$19,612.09	150%	\$19,000.00	172.11%
Compliance and Review Fees - Cannabis	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Rubbish Assessment	\$5,734.94	\$39,152.79	\$33,417.85	583%	\$35,000.00	111.87%

	C - Prior Fiscal Year to Date Revenue	B - Current Fiscal Year to Date Revenue	D - Current YTD versus Prior YTD \$ Difference (C minus B)	E - Current YTD Prior YTD % Difference (C divided by B minus 1)	G - Revised FY 2019- 20 Revenue Budget	H - % of FY 2019-2020 YTD Revenue Received (C divided by G)
Plan Check Fees	\$25,235.89	\$60,585.29	\$35,349.40	140%	\$60,000.00	100.98%
Rents & Concessions	\$20,790.00	\$23,253.10	\$2,463.10	12%	\$23,000.00	101.10%
Charges for Services Totals	\$64,849.54	\$155,691.98	\$90,842.44	140%	\$137,000.00	113.64%

GENERAL FUND						
Fines and Forfeitures:						
Penalties: Apt & Bus License	\$7,276.47	\$3,381.10	(\$3,895.37)	-53.53%	\$1,000.00	338.11%
Impound Vehicle Release	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
SEMC: Court Collections (DMV)	\$124,257.75	\$94,305.29	(\$29,952.46)	-24.11%	\$120,000.00	78.59%
Administrative Citations	\$0.00	\$2,100.00	\$2,100.00	0.00%	\$0.00	0.00%
Parking Fines	\$297,990.52	\$158,172.97	(\$139,817.55)	-46.92%	\$170,000.00	93.04%
Fines and Forfeitures Totals	\$429,524.74	\$257,959.36	(\$171,565.38)	-39.94%	\$291,000.00	88.65%

GENERAL FUND						
Leases and Concessions:						
Antenna Rent - T-Mobile	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Leased Property Rental Income	\$55,024.00	\$57,803.93	\$2,779.93	5.05%	\$61,400.00	94.14%
Leases and Concessions Totals	\$55,024.00	\$57,803.93	\$2,779.93	5.05%	\$61,400.00	94.14%

GENERAL FUND						
Miscellaneous:						
Interest Income	\$59,687.93	\$91,509.62	\$31,821.69	53.31%	\$220,000.00	41.60%
Miscellaneous Revenue	\$111,178.24	\$38,541.16	(\$72,637.08)	-65.33%	\$32,000.00	120.44%
Rebate for Electrical Cars	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Other (Recycle + ABx1 Reimbursement)	\$7,268.00	\$7,181.00	(\$87.00)	-1.20%	\$0.00	0.00%
Street Fair Revenue	\$49,120.00	\$0.00	(\$49,120.00)	0.00%	\$0.00	0.00%
Trade of Prop A Funds	\$673,000.00	\$200,000.00	(\$473,000.00)	0.00%	\$387,800.00	51.57%
Miscellaneous Revenue Totals	\$900,254.17	\$337,231.78	(\$563,022.39)	-62.54%	\$639,800.00	52.71%

GENERAL FUND						
RETIREE PENSION LEVY:						
An amount of revenue from the property tax levy approved by the voters for the purpose of paying the cost to the City of the Public Employees Retirement System (PERS).						
Retiree Pension Levy	\$1,015,075.00	\$1,106,038.69	\$90,963.69	8.96%	\$950,000.00	116.43%
Retiree Pension Levy Totals	\$1,015,075.00	\$1,106,038.69	\$90,963.69	8.96%	\$950,000.00	116.43%
General Fund Revenue Totals	\$9,821,134.59	\$10,456,008.80	\$634,874.21	6.46%	\$10,775,897.00	97.03%

	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 - Revised FY 2019- 20 Revenue Budget	H - % of FY 2019-2020 YTD Revenue Received
			(C minus B)	(E divided by B minus 1)		(G divided by G)

ENTERPRISE FUND**Sewer:****SEWER SERVICE CHARGE:** Annual sewer charges to be collected on the Los Angeles County tax roll.

Sewer	\$284,031.32	\$289,559.67	\$5,528.35	1.95%	\$284,000.00	101.96%
Sewer Revenue Totals	\$284,031.32	\$289,559.67	\$5,528.35	1.95%	\$284,000.00	101.96%
Enterprise Fund Revenue Totals	\$284,031.32	\$289,559.67	\$5,528.35	1.95%	\$284,000.00	101.96%

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"	\$575,242.63	\$638,882.93	\$63,640.30	11.06%	\$735,800.00	86.83%
Transportation Development Act (TDA) Bikeway	\$11.38	\$37,390.00	\$37,378.62	328458.88%	\$20,400.00	183.28%
Proposition A	\$562,921.90	\$544,436.77	(\$18,485.13)	-3.28%	\$568,800.00	95.72%
Proposition C	\$481,943.74	\$457,928.29	(\$24,015.45)	-4.98%	\$482,500.00	94.91%
Measure R	\$350,770.17	\$353,138.40	\$2,368.23	0.68%	\$355,000.00	99.48%
Measure M	\$394,804.38	\$380,512.50	(\$14,291.88)	-3.62%	\$401,000.00	94.89%
Senate Bill 1 (SB 1)	\$422,493.24	\$410,475.37	(\$12,017.87)	-2.84%	\$460,900.00	89.06%
Surface Transportation Program (STP) Federal Grant	\$0.00	\$0.00	\$0.00	0.00%	\$200.00	0.00%
Community Development Block Grant (CDBG)	\$761,548.00	\$167,304.00	(\$594,244.00)	-78.03%	\$545,700.00	30.66%
Air Quality Management District (AQMD) Grant	\$17,849.67	\$25,530.48	\$7,680.81	43.03%	\$34,100.00	74.87%
Supplemental Law Enforcement Services Fund (SLESF) Grant	\$148,746.54	\$155,947.62	\$7,201.08	0.00%	\$140,000.00	111.39%
Grant/Reimbursements from Federal/State/County Governments	\$555,104.00	\$90,935.37	(\$464,168.63)	0.00%	\$134,000.00	67.86%
Measure A	\$0.00	\$0.00	\$0.00	0.00%	\$143,500.00	0.00%
Lighting & Landscaping	\$170,273.20	\$171,929.16	\$1,655.96	0.97%	\$174,500.00	98.53%
Successor Agency Trust Fund - City of Maywood serves as the Successor Agency to the Maywood Redevelopment Agency	\$606.57	\$679,634.00	\$679,027.43	111945.44%	\$1,258,700.00	53.99%
Special Revenue Totals	\$4,442,315.42	\$4,114,044.89	(\$328,270.53)	-7.39%	\$5,455,100.00	75.42%

Total Revenues	\$14,547,481.33	\$14,859,613.36	\$312,132.03	2.15%	\$16,514,997.00	89.98%
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AGENDA REPORT

CITY OF MAYWOOD



AGENDA 4
ITEM NO. _____

DATE: JULY 08, 2020

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER E. VASQUEZ, CITY MANAGER *Jen*

BY: GISSELLE S. DELGADO, COMMUNITY LIAISON

SUBJECT: CONSIDERATION OF APPROVING THE COMMUNITY BENEFIT FUND APPLICATION, SUBMITTED BY CAL STATE FULLERTON (CSUF) PHILANTHROPIC FOUNDATION

RECOMMENDATION:

Staff recommends that the City Council approve the Community Benefit Fund Application submitted by CSUF Philanthropic Foundation for an amount of \$5,000. The funds will be used for scholarship awards to students residing in the City of Maywood.

BACKGROUND:

The City of Maywood has established a "Community Based Fund" to support community programs and activities opened to the public and for the public good. Applicant eligibility is determined by the City's Community Benefit Fund guidelines and procedures of distribution of set public funds to eligible organizations that provide community-based programs, community activities and educational activities as set forth by the City Council.

The Center for Research on Educational Access and Leadership (C-REAL), the Master of Science in Higher Education (MSHE) program at CSUF and the City have been partners since 2009. This university-community collaboration has included research-based interventions; community capacity-building efforts; parental and youth involvement; City Council endorsement; Maywood student visits to the CSUF campus; research on community and educational leadership efforts; and an annual educational fair that has grown to attract more than 500 community residents each year. Notably, this collaboration has drawn attention and recognition from City, County, State, and Federal officials and thus, has been nationally recognized for programs established to prepare students from minority backgrounds for academic success.

The Master of Science in Higher Education students contribute significantly through community-based service-learning work, which includes coordinating, designing,

implementing, and evaluating an annual education fair in the community. In 2019, over 1,300 people were in attendance, the Education Fair awarded 25 scholarships valued at \$25,000 to college bound students. The research-based, community informing, and student designed interventions target specific demographic groups, including Pre-K-5, middle school, high school, and adult learners, as well as parents. Topic and resource areas include financial aid, college admissions, parental support and involvement, goal setting, career options, access for undocumented students, mentor recruitment, adult education, and more. The outcomes of the partnership between the City of Maywood and CSUF have brought the following:

- Community participation at the educational fair has been ongoing for the past 10 years;
- Student participants consistently report advanced outcomes in useful information provided; and
- Parent/guardian participants consistently show increased understanding of their role in their children's academic success.

DISCUSSION:

The Cal State University Fullerton (C-REAL) is a non-profit, proven by their submitted IRS letter of determination. The organization has been in existence since 2008 and has focused on providing services for the good of the public; they are opened to residents in our City and provide educational opportunities and college resources. The organization has a record of success providing services, activities and programs for which funding is requested as described below:

- CSUF's non-profit desires to continue program growth and increase numbers of minority students completing college.
- Faculty at CSUF are identifying next steps in two areas; 1: Building upon and continuing to work with the City of Maywood to continue developing a college oriented culture community; and 2: Replicating the CSUF -Maywood partnership as a prototype for other communities and Universities looking toward serving their local populations.

The overall vision of CSUF is to expand and deepen their work with the City to ensure sustainability and to expand to neighboring cities. This funding would assist with providing increased services to Maywood and surrounding communities, through the work created by its graduate students in the CSUF Master's program. CSUF faculty members, will start making educational connections between parents and schools, and providing the much-needed information, education, and resources to the middle and high schools in our community.

Due to the current pandemic, the conference will be presented virtually. The intent and commitment to continue educating the community, provide resources and information, as well as awarding the students will still be a part of the program.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

F.Y. 20-21 Impact: \$5,000	Current F.Y. Available Budget: \$ 75,000.00
Fund Impacted: Community Benefit Fund	Budget adjustment requested: None
Source of funds: General Fund	Updated Available Budget: \$ 70,000.00
Account number: 01-5237-681-03000-0000	For fiscal year: 20-21

This account has available budget to cover this expense, therefore no additional budget is needed.

Attachments:

Attachment 1: Community Benefit Guidelines

Attachment 2: Grant Application

ATTACHMENT NO. 1

CITY OF MAYWOOD COMMUNITY BENEFIT FUND GUIDELINES AND PROCEDURES

I. BACKGROUND

The City of Maywood has established a "Community Benefit Fund" to support community based programs and activities.

II. PURPOSE

The purpose of this policy is to provide guidelines and procedures for the distribution of public funds, which will in turn fund community programs, activities and educational activities conducted by Eligible Organizations that meet the requirements and guidelines set forth by the City Council in this policy.

III. ELIGIBILITY AND POLICY

A. Eligible Organizations. The requesting organization must be: (1) a non-profit agency as defined by the Internal Revenue Service (IRS) with a tax exempt status of 501(c)(3) and is in good standing in the State of California based in the City or provides programs or services to residents of the City; a school or school-based/affiliated organization located in the City; or other City-based organization such as athletic organizations or community groups (collectively called "Eligible Organizations"); (2) must be in existence prior to submittal of an application; and (3) must have a record of successfully providing the type of service, activity or program for which funding is requested.

B. Eligible Services and Activities. To apply for a grant under the City Community Benefit Fund, the Eligible Organization must provide a service, activity or other community benefit to the residents or the specified target group within the City by: (i) enhancing the quality of life or the delivery of services in the City; or (ii) providing educational opportunities for the residents or students of the City. Categories of services and activities eligible for grants include but are not limited to educational programs, cultural activities (i.e. music, art, dance, recreation), youth athletics, civic projects, health and safety programs, services sponsored by Maywood community organizations and public services (i.e. senior services, youth programs, health services). If the request relates to a community event, the event must be advertised and open to the public. Grants will be awarded in maximum amounts of no more than \$ 5,000.00.

C. Restrictions and Ineligible Organizations.

1. Grants shall not be used for religious activities or political campaigning purposes or activities.

2. A non-profit entity, a school or school-based/affiliated organization or other City-based organizations such as athletic organizations or community groups that have as a member of their board or executive leadership a City employee, a City elected or appointed official or members of their family, are not eligible to apply for a Community

CITY OF MAYWOOD COMMUNITY BENEFIT FUND GUIDELINES AND PROCEDURES

Benefit Fund grant. Family members include spouse or domestic partner, child, parent, grandparent, grandchild, cousin, aunt, uncle, sibling, niece, nephew, parent-in-law, brother-in-law or sister-in-law, as well as all step relationships.

D. City Projects. This policy does not preclude the City from undertaking and funding projects on its own initiative that would be a benefit to the community.

IV. APPLICATION PROCEDURES

A. Submittal of an Application. Applicants must use the Community Benefit Fund application form. Forms are available on the City website at www.cityofmaywood.org and at Maywood City Hall at 4319 E. Slauson Avenue, Maywood, CA 90270. Applications may be requested by email at _veronica.alvarez@cityofmaywood.org.

B. Application Deadline. The City Council will have quarterly application cycles available to consider requests contingent upon monies being available under the program. The application cycles and deadlines are as follows:

<u>Application Cycle</u>	<u>Application Deadline</u>
Semester 1: July 1 - December 31	June 1
Semester 2: January 1 - June 30	December 1

The application must be submitted by 5:00 p.m. on the applicable deadline date addressed to: City of Maywood, Attention: Community Benefit Fund via City Manager's Office, 4319 E. Slauson Avenue, Maywood, CA 90270.

C. General Information

1. Applicants may apply for funds during any application cycle. Notwithstanding, funds must be requested and spent during the same fiscal year in which the award was approved by the City Council.

2. Organizations may submit only one application per fiscal year.

3. Funding to an Eligible Organization will not constitute a precedent for contributions in subsequent fiscal years.

CITY OF MAYWOOD COMMUNITY BENEFIT FUND GUIDELINES AND PROCEDURES

V. EVALUATION OF APPLICATION AND SELECTION PROCESS

A. Review of Applications. Following the application deadline, City Staff will review the applications. Applicants may be contacted if further information is requested, to answer questions, clarify their application, etc. All applications will be evaluated to ensure that the applicant is an "Eligible Organization" and that purpose for which the grant is sought is consistent with this policy. Applications and recommendations of Staff, if any, will be presented to the City Council during a regular scheduled City Council meeting for the Council's consideration and approval.

B. City Council Action. The City Council will take final action on award of all grants and maintains the discretion to fund in whole or in part any request or not to fund any or all requests during the Application Cycle. Alternatively, the City Council may hold-over any application into the next Application Cycle. In the case of multiple applications that are competing for limited available funds, consideration may be given to applications based on the following criteria: (i) the number of residents who are expected to benefit, participate in or be positively impacted by the program; (ii) the performance of the applicant in prior years, including demonstrated fiscal responsibility and compliance with applicable requirements; (iv) the amount of funding previously award to the applicant or the program or event in prior years; and (v) the total amount of funding requested as a proportion of the total available funds for the applicable fiscal year.

VI. POST AWARD REQUIREMENTS

A. Agreement. All Eligible Organizations elected to receive funds will be required to sign and execute an agreement with the City of Maywood.

B. Reporting. Eligible Organizations must complete a report, within 45 days of fund expenditure, describing the use of the grant and amount expended, the number of participants in the event or program, copies of any publicity of the event or program, and a narrative regarding the benefit to the City of Maywood. The City reserves the right to conduct an audit and/or require additional back-up information to substantiate how funds received from the City were expended. Failure to submit this required report will make the Eligible Organization ineligible for allocation of future funds until the required report is submitted. These reports will be reviewed and taken into account for evaluating subsequent funding proposals from that entity.

C. Request for Funds. The Eligible Organization receiving the funds is responsible for submitting a funds request to the City's Finance Director and shall allow the City up to 30 days to process the request. If a third-party vendor is the recipient of the funds (i.e. bus company used for field trip), then the request shall include the information regarding that vendor including their Tax Identification Number and the check shall be made payable to that vendor. If the grant is to be used to purchase tangible goods or services,

**CITY OF MAYWOOD
COMMUNITY BENEFIT FUND
GUIDELINES AND PROCEDURES**

the City has the discretion to purchase the goods or services directly and pass-through the goods or services to the Eligible Organization rather than provide the funding.

D. Return of Funds to the City. Unexpended funds must be returned to the City at the end of the fiscal year. Funds must also be returned to the City if the City determines that the applicant has not performed in accordance with the approved application listing the use of the funds.

E. Failure to Abide by Policy. The failure of an Eligible Organization to abide by this Policy will result in the Eligible Organization being denied for funding in the future.

ATTACHMENT NO. 2

CITY OF MAYWOOD

COMMUNITY BENEFIT FUND APPLICATION

Please Type/Print Information
(attach additional pages as needed)

Application Funding Cycle

Date of Application: June 29, 2020

☒ **S1: July 1 - December 31**

☐ **S2: January 1 - June 30**

Amount Requested: \$5,000

Organization Name: Maywood Education Fair – CSU Fullerton/ C-REAL/ CSUF Philanthropic Foundation	Phone Number: (626) 848-4800
Street Address: 2600 Nutwood Ave. – College Park Suite 620	Fax Number:
City, State, Zip: Fullerton, CA 92831	Federal EIN: Tax ID# 33-0567945
Contact Person: Eugene Fujimoto	
Contact Email Address: efujimoto@fullerton.edu	

Provide a detailed description of your organization. For example, are you a school, school-based or affiliated entity, youth program, community based organization, etc.

The Masters degree program in Educational Leadership is at California State University Fullerton. C-REAL is a research center on campus. We are a non-profit organization working through the CSUF Philanthropic Foundation, committed to partnering with the City of Maywood toward developing a college-going culture.

Does your organization have non-profit status with the Internal Revenue Service?

Yes ☒ No ☐ (If yes, attach documentation)

How long has this organization been in existence (provide date)? Since 2009

Is the organization located/based in Maywood or does it provide programs or services to Maywood residents? Yes ☒ No ☐ If yes, please explain.

Since 2009 we have partnered with the City of Maywood to provide the Maywood Education Fair in the Maywood community. In October 2019, over 1,300 residents turned out for the event, located at Santa Rosa de Lima School. 2020 will be our 11th year of the Education Fair.

Describe how the requested funds will be used? Attach a proposed budget.

\$3,000 Through a competitive process, we will offer three \$1000 college scholarships for qualified students in the community.

\$2000 The funds will assist in paying for giveaways, prizes, gift certificates and food for the Education Fair. We prefer to purchase all items from local companies and will seek a donor in Southeast Los Angeles to offer discounted sandwiches and drinks.

What is the anticipated time-frame to provide the proposed program, service, event activity or goods and the expenditure of the requested funds?

We will order all supplies and materials for the fair between now and Saturday, October 17, 2020. All invoices will be paid before Friday, December 19, 2020.

Describe the organization's efforts in obtaining funding from other sources?

The students in the Masters of Science in Higher Education Program raise over \$10k each year to pay for food, supplies, and scholarships. They also request funding from the CSUF Dean of the College of Education as well as funds from the University Instructionally Related Activities budget.

How will the requested funds have a benefit to Maywood residents?

Our research reveals that 1) Community participation has increased ten-fold in 7 years, 2) Student participants report advanced outcomes in useful information provided, and 3) Parent/guardian participants show increased understanding of their role in their children's academic success.

How will the requested funds enhance the quality of life or the delivery of services for Maywood residents?

From 2009 to 2013 there was a 4.4% increase in students attending college (249 students) (U.S. Census). From 2000 to 2016 there was an increase in the number of Bachelors degree or higher obtained from 2.3% to 4.7% (U.S. Census).

How will the requested funds provide educational opportunities for Maywood residents or students?

Out of 100 Latina/o students who begin elementary school, 52 will graduate from high school, and 10 will obtain a college degree. To increase this rate, we will offer workshops, free food, resource information, and scholarships to support the community cultural wealth that exists in Maywood by offering the information necessary to help the students from Maywood to get college degrees.

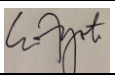
Has your organization previously received funding from the City of Maywood?

Yes ☒ No ☐ If yes, identify the use of the funds, total amount and fiscal year in which the funds were received.

We received \$5,000 last year in 2019. All funds were used for student scholarships and supplies, materials, and food for last year's Maywood Education Fair.

Is a member of your organization's board or executive leadership a City employee, an elected or appointed City official, or a family member of a City employee or elected or appointed City official? Yes ☐ No ☒ If yes, please explain.

By my signature below, I hereby certify, under penalty of perjury, that I am qualified to sign for and bind the named organization and that the information contained within and submitted with this application is complete, true and accurate. I have received a copy of the Community Benefit Fund Guidelines and Procedures and agree to abide by its provisions. If awarded funding, an agreement will be required to be executed.

Date: June 29, 2020				
Print Name and Title: Eugene Fujimoto, Department Chair and Associate Professor; CSU Fullerton				
Date Received	Eligibility Verified	Date Approved	Date Denied	Amount Awarded