



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

WEDNESDAY, MARCH 24, 2021 AT 7:00 PM

Maywood City Council Chambers
4319 E. Slauson Avenue, Maywood, CA 90270
www.cityofmaywood.com

I. CALL TO ORDER/ROLL CALL

CALL TO ORDER
ROLL CALL

II. CITY OFFICIALS

MAYOR
Ricardo Lara

MAYOR PRO TEM
Heber Marquez

COUNCIL MEMBERS
Eduardo De La Riva
Frank Garcia
Jessica Torres

CITY CLERK
Flor Aguiluz

CITY TREASURER
Mary Mariscal

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 March 24, 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: 838 7265 9358 Passcode: 489999 OR Please click the link below to join the webinar:
<https://us02web.zoom.us/j/83872659358?pwd=azVLTmZZcklSazM5OWhFQytoWnRKdz09>
Passcode: 489999 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: 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: 838 7265 9358 Passcode: 489999 OR Please click the link below to join the webinar:
<https://us02web.zoom.us/j/83872659358?pwd=azVLTmZZcklSazM5OWhFQytoWnRKdz09>
Passcode: 489999 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.

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 3/10/2021 Regular City Council Meeting
2. Resolution 6168 of the City Council of the City of Maywood and Successor Agency to the Maywood Community Redevelopment Agency Approving the Warrants for Payments
3. Monthly Cash and Investment Report to Council
4. RESOLUTION NO. 6169 AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS AND AGREEMENTS FOR PROJECTS FUNDED THROUGH THE STATE OF CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS)
5. AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF MAYWOOD AND HUB CITIES CAREER CENTER TO EXTEND THE TERM AND PROVIDE FOR ADDITIONAL COMPENSATION IN THE AMOUNT OF \$18,750

IX. DISCUSSION/ACTION ITEMS

6. CONSIDERATION OF APPOINTING A DELEGATE AND ALTERNATE TO THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG) GENERAL ASSEMBLY ON MAY 6, 2021
7. CONSIDERATION OF ADOPTION OF RESOLUTION DECLARING CERTAIN PROPERTY AS SURPLUS LAND AND FINDING THAT SUCH DECLARATION IS EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (SLAUSON AVENUE)
8. CONSIDERATION OF ADOPTION OF A RESOLUTION OF THE SUCCESSOR AGENCY TO THE MAYWOOD COMMUNITY REDEVELOPMENT AGENCY DECLARING CERTAIN PROPERTY AS SURPLUS LAND AND FINDING THAT SUCH DECLARATION IS EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (DISTRICT BLVD)

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: Join by phone 1-669-900-6833 Enter Meeting ID: 838 7265 9358 Passcode: 489999 OR Please click the link below to join the webinar:
<https://us02web.zoom.us/j/83872659358?pwd=azVLTmZZcklSazM5OWhFQytoWnRKdz09>
 Passcode: 489999 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 April 14, 2021 at 7:00 p.m.

PUBLIC ACCESS TO 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 REGULAR MEETING OF THE MAYWOOD CITY COUNCIL
AND THE SUCCESSOR AGENCY TO THE MAYWOOD COMMUNITY
REDEVELOPMENT AGENCY**

WEDNESDAY, MARCH 10, 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 (teleconference)

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)

Steve Fowler, Director of Building and Planning (teleconference)

Shirley Quinones, Deputy City Clerk (present)

Abel Hernandez, Public Works Coordinator (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:

Teleconference 1-669-900-6833 Meeting ID: 821 3239 8664 Passcode: 771354
or
<https://us02web.zoom.us/j/82132398664?pwd=MU9vaDREODNxaXBIY0dTUlpJM3psdz09>
Passcode: 771354

Comments may have been submitted via e-mail to shirley.quinones@cityofmaywood.org by 4:30 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)

None

VI. PRESENTATIONS

Proclamation recognizing March 2021 as American Red Cross month.

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 02/24/2021 Regular City Council Meeting. **Motion to approve February 24, 2021 City Council Meeting Minutes by Mayor Pro Tem Marquez. Second by De La Riva. AYES: De La Riva, Garcia, Torres, Marquez, Lara. PASSES.**
2. Resolution 6167 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 6167 approving the City of Maywood and Successor Agency to the Maywood Community Redevelopment Agency Warrants for Payments by Mayor Pro Tem Marquez. Second by De La Riva. AYES: De La Riva, Garcia, Torres, Marquez, Lara. PASSES.**
3. Revenue Report from July 2020 – February 2021. **Motion to receive and file Revenue Report from July 2020 – February 2021 by Mayor Pro Tem Marquez. Second by De La Riva. AYES: De La Riva, Garcia, Torres, Marquez, Lara. PASSES.**

4. Consideration of Award of Construction Contract to Calpromax Engineering, Inc for Construction of 6.6 KV Street Lighting Conversion on Loma Vista Project. **Motion to Award Construction Contract to Calpromax Engineering, Inc. for Construction of 6.6 KV Street Lighting Conversion on the Loma Vista Project by Mayor Pro Tem Marquez. Second by De La Riva. AYES: De La Riva, Garcia, Torres, Marquez, Lara. PASSES.**

IX. DISCUSSION/ACTION ITEMS

5. Annual Financial Report for Fiscal Year Ended June 30, 2020. **Motion to receive and file the City's Annual Financial Report for Fiscal Year Ended June 30, 2020 by Mayor Lara. Second by Garcia. AYES: De La Riva, Garcia, Torres, Marquez, Lara. PASSES.**
6. Consider the appointment of a new member of the Planning Commission. **Motion to appoint Juan Acosta Gomez as a new member of the Planning Commission to fill the unexpired term expiring on March 12, 2022 by Mayor Lara. Second by Torres. AYES: De La Riva, Garcia, Torres, Marquez, Lara. PASSES.**

X. CLOSED SESSION

None

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

The following spoke on Agenda Items:

- 1) Kw Wk- kwwkww001@gmail.com (Submitted by email)
- 2) David Perez (Submitted by teleconference)
- 3) Veronica Guardado (Submitted by teleconference)

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XII. ADJOURNMENT - Meeting adjourned at approximately at 8:16 p.m. to the next meeting of the Maywood City Council, March 24, 2021 at 7:00 p.m.

Ricardo Lara, Mayor

ATTEST:

Flor Aguiluz, City Clerk

RESOLUTION NO. 6168

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 \$652,589.28 are hereby ratified:

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

PASSED, APPROVED AND ADOPTEDTHIS 24th day of March, 2021.

Ricardo Lara, Mayor

ATTEST:

APPROVED AS TO FORM:

Flor Aguiluz, City Clerk

Roxanne Diaz, City Attorney

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

6168

I, Flor Aguiluz, City Clerk of the City Council of the City of Maywood, do hereby certify that foregoing Resolution No. 6168 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 24th day of March, 2021 by the following roll call vote, to wit:

AYES:

NAYES:

ABSENT:

ABSTAINED:

Flor Aguiluz, City Clerk

City of Maywood
Summary Warrants for Payment and Wire Transfers/ACH Transactions
Council Meeting Date
Wednesday, March 24, 2021

Accounts Payable		Amount
Accounts Payable prepaid warrants for payment: Checks No. 088114 - 088161	\$	28,068.84
Accounts Payable regular warrants for payment: Checks No. 088162 - 088187	\$	563,179.73
Sub-total	\$	591,248.57
Wire Transfers/ACH Transactions		
03/05/21 CalPERS Employer Contribution - Pay Period 2/14/2021 - 2/27/2021	\$	6,774.07
03/12/21 US Bank Analysis Service Charge	\$	1,489.08
03/17/21 Payroll - Pay Period 2/28/2021 - 3/13/2021	\$	45,095.44
03/17/21 CalPERS Employer Contribution - Pay Period 2/28/2021 - 0/13/2021	\$	6,807.62
03/17/21 Unemployment Benefit Ending 12/31/2020	\$	1,174.50
Sub-total	\$	61,340.71
Total Demands	\$	652,589.28

EXHIBIT 'A'

City of Maywood
Detail Warrants for Payment
Warrants No. 088144 to 088187

EXHIBIT 'B'

Check No.	Prepays	Date	Vendor Name	Check Amt	Transaction Description
088144	P	3/17/2021	AT&T	961.16	Elevator Emergency Phone Line 02/10/2021 - 03/09/2021
088145	P	3/17/2021	AT & T Long Distance	47.75	Elevator Emergency Line February 2021
088146	P	3/17/2021	Dewey Pest Control	97.00	March 2021 Pest Control City Hall
088147	P	3/17/2021	L.B. Johnson Hardware Co.	896.88	Public Works Supplies
088148	P	3/17/2021	Maywood Car Wash	113.50	Car Wash/Gas February 2021
088149	P	3/17/2021	Maywood Mutual Water Co. No.2	500.79	Various Locations 12/23/2020 to 02/23/2021
088150	P	3/17/2021	Office Team	2,202.35	Building & Planning Temp
088151	P	3/17/2021	OnTrac	44.88	Document Shipping/Delivery Service: Building & Planning
088152	P	3/17/2021	QDoxs	68.99	Copier Base Charge March 2021
088153	P	3/17/2021	Southern California Edison	21,323.03	Various Locations 01-26-2021 to 02-25-2021
088154	P	3/17/2021	Sparklets Drinking Water Corp	69.75	City Hall Office Water
088155	P	3/17/2021	The Gas Company	209.89	4323 Slauson Ave. 02/08/2021 - 03/10/2021
088156	P	3/17/2021	The Gas Company	18.98	4317 Slauson Ave. 02/08/2021 - 03/10/2021
088157	P	3/17/2021	The Gas Company	41.33	4319 Slauson Ave. 02/08/2021 - 03/10/2021
088158	P	3/17/2021	Time Warner Cable	634.79	Internet & Phone Service March 2021
088159	P	3/17/2021	Wells Lock & Key	60.00	Locksmith Service - City Hall
088160	P	3/17/2021	Xerox	352.37	February 2021 Base Charge and Printing Fee
088161	P	3/17/2021	Xerox Financial Services	425.40	Lease Payment 02-15-2021 - 03-14-2021
088162		3/17/2021	AA Emergency Lights	3,400.63	LED Light Bar 2008 Ford F150 City Fleet Vehicle
088163		3/17/2021	ABM Building Solutions, LLC	314.12	Troubleshoot/Repair Electrical Panel
088164		3/17/2021	All Around Fire Protection	351.49	Installation of New Fire Extinguisher (City Yard)
088165		3/17/2021	Alta Environmental	3,375.00	Professional Services February 2021 MS4 nPDES Permit
088166		3/17/2021	Amazon Capital Services	209.91	Office Supplies
088167		3/17/2021	American Paper Plastic	1,627.63	Janitorial Supplies: City Hall

City of Maywood
Detail Warrants for Payment
Warrants No. 088144 to 088187

Check No.	Prepays	Date	Vendor Name	Check Amt	Transaction Description
088168		3/17/2021	Benny's Oil Filter Recycling, Inc.	145.00	City Yard hazardous material compliance
088169		3/17/2021	Brinks, Inc.	433.36	February & March 2021 Cash Handling Service Transportation
088170		3/17/2021	California Consulting, Inc.	3,000.00	Grant Writing Services: March 2021
088171		3/17/2021	County of Los Angeles Public Library	15,337.94	Refresh Costs Materials/Labor Library
088172			VOID		VOID
088173		3/17/2021	Crosstown Electrical & Data, Inc.	3,495.99	Preventive Maintenance Street Light Inspections
088174		3/17/2021	Dapeer, Rosenblit & Litvak, LLP	95.62	Code Enforcement Legal Services February 2021
088175		3/17/2021	George Hill Company	318.00	City Claims/Adjuster February 2021
088176		3/17/2021	Graffiti Protective Coatings	4,270.00	February 2021 Bus Shelter Maintenance
088177		3/17/2021	Interwest Consulting Group	18,245.24	Monthly I.T. Fee for Services February 2021 Building & Safety Plan Review Services January 2021 Professional Services Building Inspections January 2021 Professional Services for Permit Technician Services January 2021
088178		3/17/2021	JCL Traffic Services	240.00	28" ReflectORIZED Cone Rental (100 quantity)
088179		3/17/2021	League of California Cities	10,682.00	Membership Dues 2021
088180		3/17/2021	Mapcon Technologies, Inc.	83.00	Mapcon Building and Planning Software March 2021
088181		3/17/2021	Municipal Waste Solutions	1,710.00	January - February 2021 Waste & Recycling Consulting
088182		3/17/2021	Onyx Paving Company Inc	436,769.73	CIP Pavement Rehab Project
088183		3/17/2021	PlantBags.com	107.32	Building & Planning Plan Bags
088184		3/17/2021	Rort's Maintenance, Inc	4,114.00	Catch Basin Cleaning Service
088185			VOID		VOID
088186		3/17/2021	Transtech Engineers, Inc	54,118.75	City Engineering Services
088187		3/17/2021	Willdan Financial Services	735.00	Professional Services User Fee Study for the City of Maywood February 2021
TOTAL:				\$591,248.57	

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 3.

DATE: March 24, 2021

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: HRANT MANUELIAN, FINANCE DIRECTOR

SUBJECT: Monthly Cash and Investment Report to Council

RECOMMENDATION:

Staff recommends that the City Council receive and file the cash and investments report for February 2021.

BACKGROUND:

In an effort to maintain transparency and provide information to the City Council, the City's Finance Department prepares a monthly cash and investments report for the City Council's review. The report will show the City's cash position at month end as well as investments.

DISCUSSION:

The City has historically only invested its cash with the Local Agency Investment Fund (LAIF), which is a State fund with low risk and also low investment returns. As of February 28, 2021 the City has approximately \$5.3M invested in the LAIF. The current return as of 2/28/2021 is 0.37%. In the June 24, 2020 City Council meeting the Maywood City Council approved for the City to invest in the PERS section 115 trust accounts for both the PERS pension liability and the Other Post Employment Benefits (OPEB) liability.

On September 22, 2020 the City invested \$250,000 into each of the section 115 trust accounts. The City transferred \$250,000 into each of the accounts for a total of \$500,000. The City has since increased its position in each of these funds by an additional \$500,000 each. To date the City has invested \$750,000 in each fund for a total of \$1,500,000. The expected annual return on these accounts is 3%-5%. The City will continue to add to this investment on a quarterly basis to maximize investment returns. The funds used to invest in the accounts come from unrestricted general funds as the eventual expenditures are also general fund expenditures.

The attached report shows the cash and investments as of February 28, 2021. The cash and investment balances are across all funds of the City and includes restricted, unrestricted, and budgeted amounts. These balances do not represent the available balance for spending as most of these are either restricted for or have already been appropriated for in the City budget. The purpose of this report is to show the cash and investment balances as of the reported on date only and does not represent the City's available fund balance.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

There is no fiscal impact involved with this action.

ATTACHMENT(S)

1. Attachment No. 1 Cash and Investments Report

City of Maywood
Cash and Investments Report
As of February 28, 2021

Description	Type	Ending Balance 2/28/2021
US Bank	Cash	6,346,908.64
Local Agency Investment Fund	LAIF	5,367,664.00
CalPers California Employers' Retiree Benefit Trust (CERBT)	Section 115 Trust	775,450.68
CalPers California Employers' Pension Prefunding Trust (CEPPT)	Section 115 Trust	756,574.55
		<u>13,246,597.87</u>

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 4.

DATE: March 24, 2021

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: OKAN DEMIRCI, CITY ENGINEER

SUBJECT: RESOLUTION NO. 6169 AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS AND AGREEMENTS FOR PROJECTS FUNDED THROUGH THE STATE OF CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS)

RECOMMENDATION:

It is recommended that the City Council adopt Resolution No. 6169 authorizing the City Manager to sign all documents and agreements related to federally and state funded grants for capital improvements projects on behalf of City of Maywood.

BACKGROUND:

From time to time, the City submits grant applications for federally funded programs. The City has been awarded federally funded grants for Capital Improvements Projects, which are managed by the Public Works Department. The federally funded grants, administered by Caltrans, require submittals from the City at the time of submission of the grant application, at the acceptance of the grant, during the grant project implementation, and/or following the grant project completion.

For example, as part of the grant process, the City is required to process technical information such as environmental clearances, right-of-way certification and financial documentation to Caltrans for approval.

In order to comply with the federal requirements on certain submittals, the submittals must be executed by a representative of the City. Accordingly, staff recommends having the City Manager or her designee be authorized to sign all federally funded documents and agreements. This would relate to projects where the City has been awarded funding. The attached Resolution No. 6169 would provide the City Manager with the requested authorization.

DISCUSSION:

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

There is no fiscal impact with this action.

ATTACHMENT(S)

1. C.C. Item No. 4 - Attachment 1 -Resolution Authorization to Execute Caltrans Docs

ATTACHMENT 1

RESOLUTION NO. 6169

A RESOLUTION OF THE MAYWOOD CITY COUNCIL AUTHORIZING THE CITY MANAGER OR HER DESIGNEE TO EXECUTE ALL DOCUMENTS AND AGREEMENTS FOR PROJECTS FUNDED THROUGH THE STATE OF CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS)

WHEREAS, the City of Maywood is eligible to receive Federal and/or State funding for various transportation projects through the State California Department of Transportation (Caltrans);

WHEREAS, when such funding is awarded, certain submittals are required throughout the grant process through completion of the project;

WHEREAS, in order to comply with federal and state requirements regarding such submittals, the City Council desires to authorize the City Manager or her designee to execute all federally funded documents, including those documents required by Caltrans;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MAYWOOD HEREBY FINDS, DETERMINES, RESOLVES AND ORDERS AS FOLLOWS:

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

Section 2. The City Council hereby appoints and authorizes the City Manager or her designee to execute all federally required documents and/or agreements related to each phase of federally funded work such as but not limited to: preliminary engineering, preliminary environmental studies, right-of-way, construction, and reimbursement and closeout.

Section 3. The City Council hereby appoints and authorizes the City Manager or her designee to execute all documents and/or agreements between the City of Maywood and the State of California Department of Transportation for projects that are State funded on behalf of the City of Maywood.

Section 4. This Resolution shall become effective immediately upon its adoption.

Section 5. The City Clerk is directed to certify the adoption of this Resolution.

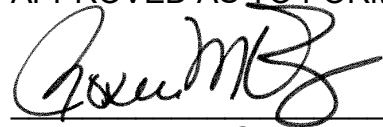
PASSED, APPROVED AND ADOPTED this 24th day of March, 2021.

Ricardo Lara, Mayor

ATTEST:

Flor Aguiluz, City Clerk

APPROVED AS TO FORM:



Roxanne Diaz, City Attorney

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

I, Flor Aguiluz, City Clerk of the City of Maywood, hereby certifies that the foregoing Resolution No. 6169 was adopted by the Maywood City Council at a duly noticed council meeting held on March 24, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Flor Aguiluz, City Clerk

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 5.

DATE: March 24, 2021

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: EDITH CARRILLO, ADMINISTRATIVE ANALYST

SUBJECT: AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF MAYWOOD AND HUB CITIES CAREER CENTER TO EXTEND THE TERM AND PROVIDE FOR ADDITIONAL COMPENSATION IN THE AMOUNT OF \$18,750

RECOMMENDATION:

Staff recommends that the City Council approve the amendment to the professional services agreement for COVID-19 Emergency Rental Assistance Program and Owner-Occupied Utility Assistance intake services between the City of Maywood and HUB Cities Career Center to extend the term and provide for additional compensation in the amount of \$18,750 for a total not-to-exceed amount of \$59,193.

BACKGROUND:

On August 12, 2020, the Maywood City Council approved an Emergency Rental Assistance program for its residents. The Emergency Rental Assistance program will provide emergency rental assistance grants and utility assistance to income-eligible households economically impacted during the COVID-19 pandemic through job loss, furlough or reduction in hours or pay.

On September 23, 2020, City Council awarded HUB Cities Career Center as the intake services agency. Round one of rental assistance opened September 28, 2020 and closed October 9, 2020. A total of 43 residents applied. Round two of rental assistance opened November 17, 2020-December 4, 2020 and 22 residents applied.

DISCUSSION:

City staff would like to amend the extension and the compensation related to the extension in order to provide additional rental assistance and owner-occupied utility payments due to the COVID-19 pandemic. This additional assistance helps to greatly prevent evictions and debt.

HUB Cities will outreach to potential applicants through various partners, current and past participants that may benefit from Emergency Rental Assistance and Owner-Occupied Utility Assistance programs. Contractor will answer any inquiries from applicants and troubleshoot any concerns with applicants and/or the City of Maywood during the application intake and review process. HCCC will comply with all eligibility and guidelines

as directed by the City of Maywood, Federal Community Development Block Grant and the Los Angeles County Development Authority.

LEGAL REVIEW:

This staff Report has been reviewed by the City Attorney.

FISCAL IMPACT:

Budget amendment of \$18,750 is needed for the costs from January 16, 2021 to April 30, 2021. These funds are expected to be reimbursed by the Community Development Block Grant (CDBG).

F.Y. 20-21 Impact: \$18,750	Current F.Y. Budget: \$316,815
Fund Impacted: CDBG	Budget adjustment requested: \$103, 093
Source of funds: Community Development Block Grant (CDBG)	Updated Account Budget: \$213,722
Account Number: 16-5430	

ATTACHMENT(S)

1. Amendment to the Professional Services Agreement between the City of Maywood and Hub Cities Career Center
2. Professional Services Agreement

AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF MAYWOOD AND HUB CITIES CAREER CENTER

This First Amendment is entered into as of March 24, 2021 and is to that Professional Services Agreement by and between the City of Maywood, a municipal corporation ("City") and HUB Cities Career Center ("Contractor") dated October 1st, 2020.

RECITALS

A. The City and ("Contractor") entered into a professional services agreement on October 1, 2020 to perform COVID-19 Emergency Rental Assistance Program and Owner Occupies Utility Assistance intake services for the residents of Maywood ("Agreement").

B. The City desires to extend the term and increase the compensation in order for Contractor to continue to provide the services under the Agreement.

C. The Community Development Block Grant (CDBG) provides that program funds may be used to cover costs to provide intake services for the City's emergency rental assistance program for its residents, emergency rental assistance payments, and utility payments.

NOW THEREFORE, for good and valuable consideration, the City and Contractor mutually agree to as follows:

Section 1. The term as set forth in the Agreement shall be extended from January 16, 2021 to April 30, 2021.

Section 2. The compensation amount set forth in the Agreement shall be increased by \$18,750. The new total amount not to exceed compensation shall be amended to \$59,193 for the provision of the Services under the Agreement and this First Amendment.

Section 3. Except as expressly modified by this First Amendment, all other provisions of the Agreement shall remain in full force and effect. In the event of a conflict between the provisions of this Amendment and the provisions of the Agreement, the provisions of this First Amendment shall control.

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment as of the day and year first above written.

CITY OF MAYWOOD:

CONTRACTOR: HUB Cities

By: _____
Ricardo Lara, Mayor

By: _____

ATTEST:

By: _____
Flor Aguiluz, City Clerk

APPROVED AS TO FORM:

By: _____
Roxanne Diaz, City Attorney

Professional Services Agreement

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 6.

DATE: March 24, 2021

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: SHIRLEY QUINONES, EXECUTIVE ASSISTANT/DEPUTY CITY CLERK

SUBJECT: CONSIDERATION OF APPOINTING A DELEGATE AND ALTERNATE TO THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG) GENERAL ASSEMBLY ON MAY 6, 2021

RECOMMENDATION:

Staff recommends that the City Council designate a voting delegate and an alternate to the Southern California Association of Governments (SCAG) General Assembly on May 6, 2021.

BACKGROUND:

Founded in 1965, the Southern California Association of Governments (SCAG) is a Joint Powers Authority under California state law, established as an association of local governments and agencies that voluntarily convene as a forum to address regional issues. Under federal law, SCAG is designated as a Metropolitan Planning Organization (MPO) and under state law as a Regional Transportation Planning Agency and a Council of Governments.

The SCAG region encompasses six counties (Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura) and 191 cities in an area covering more than 38,000 square miles. The agency develops long-range regional transportation plans including sustainable communities' strategy and growth forecast components, regional transportation improvement programs, regional housing needs allocations and a portion of the South Coast Air Quality management plans. In 1992, SCAG expanded its governing body, the Executive Committee, to a 70-member Regional Council to help accommodate new responsibilities mandated by the federal and state governments, as well as to provide more broad-based representation of Southern California's cities and counties. With its expanded membership structure, SCAG created regional districts to provide for more diverse representation. The districts were formed with the intent to serve equal populations and communities of interest. Currently, the Regional Council consists of 86 members.

In addition to the six counties and 191 cities that make up SCAG's region, there are six County Transportation Commissions that hold the primary responsibility for programming and implementing transportation projects, programs, and services in their respective counties.

Per [SCAG Bylaws](#), each member city shall have one (1) Official Representative and one (1) Alternate in the General Assembly. In the event that a member city of the SCAG does not have one of its city council members as its respective Regional Council representative, or if a member city does not wish to have its Regional

Council representative be its Official Representative (Delegate) or Alternate, the member city may appoint as its Official Representative or Alternate a member of its city council who is not a Regional Council representative. The names for the delegate and alternate shall be communicated to SCAG by the appointing city at least 30 days before the annual meeting of the General Assembly. All Official Representatives and Alternates shall file Statement of Economic Interest forms and comply with all SCAG policies regarding conflict-of-interest, harassment and discrimination. Upon selection and pursuant to State law, the City Clerk's Office will update and post Fair Political Practice Commission (FPPC) Form 806, "Agency Report of Public Official Appointments", to reflect the appointments.

DISCUSSION:

The annual SCAG Regional Conference & General Assembly will be held May 6, 2021 via Zoom. SCAG requests that each member city appoint a delegate to vote at this Assembly. It is during the Annual General Assembly that resolutions are adopted, setting the legislative platform for SCAG in the coming year. SCAG by-laws entitle each city to one vote in matters affecting municipal or SCAG policy. Each member city is entitled to designate a delegate to participate in the voting.

LEGAL REVIEW:

The City Attorney has reviewed this report.

FISCAL IMPACT:

There is no fiscal impact.

ATTACHMENT(S)

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 7.

DATE: March 24, 2021

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: ROXANNE WEISS, CITY ATTORNEY

SUBJECT: CONSIDERATION OF ADOPTION OF RESOLUTION DECLARING CERTAIN PROPERTY AS SURPLUS LAND AND FINDING THAT SUCH DECLARATION IS EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (SLAUSON AVENUE)

RECOMMENDATION:

It is recommended that the City Council adopt Resolution No. 6170 declaring certain property as surplus land and finding that such declaration is exempt from environmental review under the California Environmental Quality Act.

BACKGROUND:

Under the Surplus Land Act (AB 1486), Government Code Sections 54220-54223 ("Act"), land that is not necessary for a "local agency's" use must be declared either surplus land or exempt surplus land before an agency disposes of the property. The new process now includes, among other things, formal findings by the agency's legislative body declaring the land as surplus, the transmittal of notices of availability to designated housing sponsors and public agencies with jurisdiction over the land, and good faith negotiations if entities express interest in purchasing and developing the land, including for affordable housing purposes.

DISCUSSION:

As stated above, the Surplus Act requires public agencies to declare its property as surplus land or exempt surplus land prior to disposition. The City is the fee owner of a property at 4801 Slauson Avenue. This City-owned parcel is located on the northeast corner of the Slauson and Heliotrope Avenue intersection, is in the CM (commercial manufacturing) zone. The lot area is 15,460 square feet (.35 acres) and is developed with an 8,188 square foot single-story structure. The adjacent use to the parcel's north property line is residential. Commercial uses can be found to the east and west. Heliotrope Elementary School is across Slauson Avenue to the south. The site is nonconforming due to a floor area ratio that exceeds the maximum allowed in the zone. The site also is nonconforming in both the parking lot circulation and the deficient number of parking spaces, which relates to the excessive floor area. The site provides approximately seventeen parking stalls. And the building and site would be considered in fair to poor condition.

The property had been contemplated for a variety of uses over the years including the possible location for the

City's library and later the potential expansion of city hall in the mid-2000. The expansion was contemplated because at that time, the City maintained a police department which also provides services to a neighboring city. The City soon thereafter disbanded its police department and the expansion was not needed. Accordingly, neither use was pursued.

Presently, the property is not currently being used by the City and Staff has evaluated the property for their potential to be used for City work or operations, including City facilities. Staff has determined that this property is not necessary for the City's use. Alternatively, staff believes that this may be a location that could accommodate high density housing, however, to contemplate such use, the City is required to go through the Surplus Act process.

LEGAL REVIEW:

The City Attorney has drafted this report.

FISCAL IMPACT:

There is no fiscal impact in declaring the property surplus.

ATTACHMENT(S)

1. Resolution No. 6170

RESOLUTION NO. 6170

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MAYWOOD DECLARING CERTAIN PROPERTY SURPLUS LAND AND FINDING THAT SUCH DECLARATION IS EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (SLAUSON AVENUE)

WHEREAS, the City Council of the City of Maywood ("City") is the owner in fee simple of that certain real property described in Exhibit "A," attached hereto and made a part of hereof ("Property").

WHEREAS, under the Surplus Property Land Act, Government Code Sections 54220-54233 ("Act"), surplus land is land owned in fee simple by the City for which the City takes formal action in a regular public meeting declaring the land is surplus and not necessary for the City's use.

WHEREAS, the Property is vacant and not currently being used by the City; and

WHEREAS, in the past, City Staff evaluated the Property for its potential to be used for a library as well as expansion of city hall due to the expansion of its police department in the mid-2000's. However, for a variety of reasons these uses were not pursued and with respect to the expansion of City Hall, the City disbanded its police department and therefore the expansion was not needed;

WHEREAS, City Staff has determined that the Property is not suitable for the City's use; and

WHEREAS, the City desires to declare that the Property is surplus land and not necessary for the City's use;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MAYWOOD
HEREBY FINDS, DETERMINES, RESOLVES AND ORDERS AS FOLLOWS:**

Section 1. The above recitals are true and correct and are incorporated herein.

Section 2. The City Council hereby declares that the Property is surplus property and not necessary for the City's use.

Section 3. The City Manager or her designee is hereby directed to send a notice of availability to the entities designated in Government Code Section 54222 ("designated entities") by electronic mail or by certified mail.

Section 4. This Resolution has been reviewed with respect to the applicability of the California Environmental Quality Act ("CEQA") and the State CEQA Guidelines. It has been determined that the adoption of this Resolution will not have a significant environmental impact and is exempt from CEQA pursuant to Section 15061(b)(3) of Title 14 of the California Code of Regulations. It can be seen with certainty that there is no

possibility that the declaration of property as surplus may have a significant effect on the environment, as no development is authorized by this resolution, and any future disposition will require separate environmental analysis if and when the details of such disposition are known.

Section 5. The officers and staff of the City are hereby authorized, jointly and severally, to do all things which they may deem necessary or proper to effectuate the purposes of this Resolution, and any such actions previously taken are hereby ratified and confirmed. Such actions include negotiating in good faith in accordance with the requirements of the Act with any of the designated entities that submit a written notice of interest to purchase or lease the Property in compliance with the Act.

Section 6. This Resolution shall become effective immediately upon its adoption.

Section 7. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 24th day of March, 2021.

AYES:

NOES:

ABSENT:

ABSTAIN:

RICARDO LARA, CHAIR

ATTEST:

FLORA AGUILUZ, CITY CLERK

AS TO FORM:

ROXANNE DIAZ, CITY ATTORNEY

EXHIBIT A
Surplus Property List

Location	Acres	APN	Use	Zoning
4801 Slauson Avenue	.3549 acre	6314-024-900	improved with a 8,888 building	CM

AGENDA REPORT

CITY OF MAYWOOD



AGENDA ITEM NO. 8.

DATE: March 24, 2021

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JENNIFER VASQUEZ, CITY MANAGER

BY: ROXANNE WEISS, CITY ATTORNEY

SUBJECT: CONSIDERATION OF ADOPTION OF A RESOLUTION OF THE SUCCESSOR AGENCY TO THE MAYWOOD COMMUNITY REDEVELOPMENT AGENCY DECLARING CERTAIN PROPERTY AS SURPLUS LAND AND FINDING THAT SUCH DECLARATION IS EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (DISTRICT BLVD)

RECOMMENDATION:

It is recommended that the Successor Agency to the Maywood Community Redevelopment Agency adopt Resolution No. SA21-01 declaring certain property as surplus land and finding that such declaration is exempt from environmental review under the California Environmental Quality Act.

BACKGROUND:

Under the Surplus Land Act (AB 1486), Government Code Sections 54220-54223 ("Act"), land that is not necessary for a "local agency's" use must be declared either surplus land or exempt surplus land before an agency disposes of the property. The new process now includes, among other things, formal findings by the agency's legislative body declaring the land as surplus, the transmittal of notices of availability to designated housing sponsors and public agencies with jurisdiction over the land, and good faith negotiations if entities express interest in purchasing and developing the land, including for affordable housing purposes. The Act defines a "local agency" as including a successor agency to former community development commissions or redevelopment agencies.

DISCUSSION:

As stated above, the Surplus Act requires public agencies to declare its property as surplus land or exempt surplus land prior to disposition. The Successor Agency is the fee owner of three properties on District Boulevard: 5102 District Boulevard, 5110 District Boulevard and a third parcel on District Boulevard. These properties are not necessary for the Successor Agency's use and they have not been used since their purchase. Recently, there has been some interest in these properties for housing uses, however, before the Agency can engage in these discussions, the Agency is required to go through the Surplus Act process.

The District Boulevard properties abut one another forming an irregular shaped area bounded by District

Boulevard on the north, Atlantic Boulevard on the east, 52nd Street on the south and Cudahy Avenue on the west. The two largest of the three parcels have commercial buildings on them with surface parking and a combined lot area of 23,845 square feet. The third parcel is a small triangular shaped lot containing 788 sq. ft. of vacant land. When combined, the three parcels contain a total of 24,633 sq. ft., or slightly more than half an acre, of buildable land area (the "Site").

LEGAL REVIEW:

The City Attorney has drafted this report.

FISCAL IMPACT:

There is no fiscal impact in declaring the property surplus.

ATTACHMENT(S)

1. Resolution No. SA21-01

RESOLUTION NO. SA21-01

A RESOLUTION OF THE SUCCESSOR AGENCY OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF MAYWOOD DECLARING CERTAIN PROPERTY SURPLUS LAND AND FINDING THAT SUCH DECLARATION IS EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

WHEREAS, the Successor Agency of the Community Redevelopment Agency of the City of Maywood ("Agency") is the owner in fee simple of that certain real property described in Exhibit "A," attached hereto and made a part of hereof ("Property").

WHEREAS, under the Surplus Property Land Act, Government Code Sections 54220-54233 ("Act"), surplus land is land owned in fee simple by the Agency for which the Agency takes formal action in a regular public meeting declaring the land is surplus and not necessary for the Agency's use.

WHEREAS, the Property is not currently being used by the Agency; and

WHEREAS, the Agency desires to declare that the Property is surplus land and not necessary for the Agency's use;

NOW, THEREFORE, THE BOARD OF THE SUCCESSOR AGENCY OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF MAYWOOD HEREBY FINDS, DETERMINES, RESOLVES AND ORDERS AS FOLLOWS:

Section 1. The above recitals are true and correct and are incorporated herein.

Section 2. The Board hereby declares that the Property is surplus property and not necessary for the Agency's use. First, the Property has not been utilized for a significant period of time following its acquisition. Moreover, following the dissolution of all redevelopment agencies in the State of California, the Agency prepared a state-mandated Long Range Property Management Plan and following such plan and state mandates, the sale of former Agency property, including the Property herein, is required to be sold.

Section 3. The Executive Director or her designee is hereby directed to send a notice of availability to the entities designated in Government Code Section 54222 ("designated entities") by electronic mail or by certified mail.

Section 4. This Resolution has been reviewed with respect to the applicability of the California Environmental Quality Act ("CEQA") and the State CEQA Guidelines. It has been determined that the adoption of this Resolution will not have a significant environmental impact and is exempt from CEQA pursuant to Section 15061(b)(3) of Title 14 of the California Code of Regulations. It can be seen with certainty that there is no possibility that the declaration of property as surplus may have a significant effect on the environment, as no development is authorized by this resolution, and any future

disposition will require separate environmental analysis if and when the details of such disposition are known.

Section 5. The officers and staff of the Agency are hereby authorized, jointly and severally, to do all things which they may deem necessary or proper to effectuate the purposes of this Resolution, and any such actions previously taken are hereby ratified and confirmed. Such actions include negotiating in good faith in accordance with the requirements of the Act with any of the designated entities that submit a written notice of interest to purchase or lease the Property in compliance with the Act.

Section 6. This Resolution shall become effective immediately upon its adoption.

Section 7. The Agency Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 24th day of March, 2021.

AYES:

NOES:

ABSENT:

ABSTAIN:

RICARDO LARA, CHAIR

ATTEST:

FLORA AGUILUZ, CITY CLERK

AS TO FORM:

ROXANNE DIAZ, AGENCY COUNSEL

EXHIBIT A
Surplus Property List

Location	Acres	APN	Use	Zoning
5110 District Boulevard	.2664 acre	6313-001-901	improved with a 7,200 building	CM
no address	786 sq. ft.	6313-001-900	vacant	CM
5102 District Boulevard	.2834 acre	6313-001-902	improved with a 6,844 sq. ft. building	CM