

CITY COUNCIL
MEETING AGENDA

CITY OF MONTEBELLO CITY COUNCIL/SUCCESSOR AGENCY
CITY HALL COUNCIL CHAMBERS
1600 WEST BEVERLY BOULEVARD
MONTEBELLO, CALIFORNIA^{1 1[2]}
WEDNESDAY, OCTOBER 23, 2019
5:30 P.M.

MONTEBELLO CITY COUNCIL

JACK HADJINIAN
MAYOR

SALVADOR MELENDEZ
MAYOR PRO TEM

KIMBERLY A. COBOS-CAWTHORNE
COUNCILMEMBER

ANGIE M. JIMENEZ
COUNCILMEMBER

DAVID N. TORRES
COUNCILMEMBER

CITY CLERK
IRMA BARAJAS

CITY TREASURER
RAFAEL GUTIERREZ

CITY STAFF

CITY MANAGER
René Bobadilla

CITY ATTORNEY
Arnold M. Alvarez-Glasman

DEPARTMENT HEADS

Assistant City Manager
Fire Chief
Police Chief
Director of Finance
Director of Human Resources
Director of Planning/Community Development
Director of Public Works
Director of Recreation and Community Services
Director of Transportation

Arlene Salazar
Fernando Pelaez
Brad Keller
Robert Mescher
Bob Franco
Manuel Mancha
Danilo Batson
David Sosnowski
Tom Barrio

OPENING CEREMONIES

- 1. CALL MEETING TO ORDER: Mayor Hadjinian**
- 2. ROLL CALL: City Clerk I. Barajas**

¹ In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Building Official at 323/887-1497. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 ADA Title II1203). If you require translation services, please contact the City Clerk's Office 24 hours before this meeting. Si necesita servicios de traducción, comuníquese con la Oficina del Secretario Municipal 24 horas antes de esta reunión.

3. STATEMENT OF PUBLIC ORAL COMMUNICATIONS FOR CLOSED SESSION ITEMS:

Members of the public interested in addressing the City Council on Closed Session items must fill out a form provided at the door, and turn it in to the City Clerk prior to the announcement of Closed Session items.

Please be aware that the maximum time allotted for individuals to speak shall not exceed three (3) minutes per speaker. Please be aware that in accordance with State Law, the City Council may not take action or entertain extended discussion on a topic not listed on the agenda. Please show courtesy to others and direct all of your comments to the Mayor.

***IN CONSIDERATION OF OTHERS, PLEASE TURN OFF, OR MUTE,
ALL CELL PHONES AND PAGERS.
THANK YOU FOR YOUR COOPERATION.***

ORAL COMMUNICATIONS ON CLOSED SESSION ITEMS

CLOSED SESSION - 5:30 P.M.

The City Attorney shall provide a briefing on the item listed for Closed Session as follows:

4. CONFERENCE WITH LABOR NEGOTIATORS

Government Code section 54957.6

Agency designated representative: René Bobadilla, City Manager

Employee organization:, Montebello Police Officers Association, Montebello Police Management Association, Montebello Firefighters Association, Montebello Fire Management Association, Montebello Mid-Management Association, Montebello Supervisors Association, Montebello City Employees Association, SMART-TD, Unrepresented Employees

5. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Government Code section 54956.8

Property: 901 Via San Clemente, Montebello, CA

Agency's Negotiator: René Bobadilla, City Manager

Negotiating Party: Transports

Under Negotiation: Price and Terms

REGULAR SESSION

6. INVOCATION

PLEDGE OF ALLEGIANCE

7. PRESENTATIONS

- a. RECOGNITION OF THE COUNTY OF LOS ANGELES SANITATION DISTRICTS - GOOD CORPORATE CITIZENS**
- b. PROCLAMATION IN RECOGNITION OF NATIONAL DOMESTIC VIOLENCE AWARENESS MONTH**

8. STAFF COMMUNICATIONS ON ITEMS OF COMMUNITY INTEREST

9. CORRECTIONS TO THE AGENDA – CITY MANAGER

- 10. STATEMENT OF PUBLIC ORAL COMMUNICATIONS:** Members of the public interested in addressing the City Council on any agenda item or topic must fill out a form provided at the door, and turn it in to the City Clerk prior to the beginning Oral communications. A form does not need to be submitted for public hearing items.

Speakers wishing to address the City Council on an item that is not on the agenda will be called upon in the order that their speaker card was received. Those persons not accommodated during this thirty (30) minute period will have an opportunity to speak under "Oral Communications – Continued" after all scheduled matters have been considered.

Please be aware that the maximum time allotted for individuals to speak shall not exceed three (3) minutes per speaker. Please be aware that in accordance with State Law, the City Council may not take action or entertain extended discussion on a topic not listed on the agenda. Please show courtesy to others and direct all of your comments to the Mayor.

11. PUBLIC ORAL COMMUNICATIONS ON OPEN SESSION ITEMS (30 MINUTES)

- 12. APPROVAL OF AGENDA:** Any items a Councilmember wishes to discuss should be designated at this time. All other items may be approved in a single motion with the exception of any item which a member of the public or City Council has requested to speak upon. Such approval will also waive the reading of any ordinance.

CONSENT MATTERS (13- 22)

13. ADOPT RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION FOR AND RECEIPT OF SB 2 PLANNING GRANT PROGRAM FUNDS

RECOMMENDATION: It is recommended that the City Council:

- 1) Adopt the attached Resolution approving an application for two hundred fifty thousand dollars and 00/100 cents (\$250,000) under the SB 2 Planning Grants Program from the Building Homes and Jobs Trust Fund; and
- 2) Authorize the City Manager to execute the City's Planning Grants Program application, grant documents, and any amendments thereto, on behalf of the City; and
- 3) Authorize the City Manager to enter into, execute, and deliver a State of California Agreement and any and all other documents required or deemed necessary or appropriate to evidence and secure the Planning Grants Program grant.

14. AMENDING THE CITY'S TABLE OF ORGANIZATION, ADDING A CLASSIFICATION AND COMPENSATION PLAN FOR A NON-SWORN PART-TIME POLICE CADET POSITION FOR THE POLICE DEPARTMENT

RECOMMENDATION: It is recommended that the City Council:

- 1) Approve adding a non-sworn position, Police Cadet to the City's Table of Organization within the Police Department; and
- 2) Add a compensation plan for the new position of Police Cadet; and
- 3) Remove the position of Community Service Officer from the Table of Organization through attrition; and

- 4) Remove the position of Park Ranger from the Table of Organization through attrition; and
- 5) Re-appropriate \$110,000 from the Recreation and Community Services Department labor cost to the Police Departments part-time labor cost.

15. APPROVAL OF CALIFORNIA OFFICE OF TRAFFIC SAFETY (OTS), SELECTIVE TRAFFIC ENFORCEMENT PROGRAM (STEP) GRANT FUNDS UTILIZATION AND BUDGET APPROPRIATION RESOLUTION

RECOMMENDATION: It is recommended that the City Council:

- 1) Approve the use of grant funding awarded to the Police Department by the California Office of Traffic and Safety (OTS) through the Selective Traffic Enforcement Program (STEP), Grant number PT20085, in the amount of \$90,000; and
- 2) Approve a Resolution authorizing the appropriations of funds related to the California OTS-STEP grant award as described in the grant agreement budget.

16. SEAACA "PETS FOR TROOPS" PROGRAM

RECOMMENDATION: It is recommended that the City Council:

- 1) It is recommended that the City Council authorize a Memorandum of Understanding (MOU) with the Southeast Area Animal Control Authority (SEAACA) to provide active and retired military personnel living in the City of Montebello pet adoptions at no cost.

17. ADOPTION AND PARTICIPATION IN SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS (SGVCOG) COYOTE MANAGEMENT IMPLEMENTATION PLAN

RECOMMENDATION: It is recommended that the City Council:

- 1) Authorize the City Manager to sign a Memorandum of Agreement with the San Gabriel Valley Council of Governments to participate in the SGVCOG's Coyote Management Implementation Plan; and
- 2) Appoint the Director of Recreation & Community Services as the point of contact for plan implementation and coordination of outreach and education efforts with the San Gabriel Valley Council of Governments.

18. FUTURE MEETING CANCELLATIONS

RECOMMENDATION: It is recommended that the City Council:

- (1) It is recommended that the City Council adopt a Resolution canceling on an annual basis, the first City Council meeting in July and the second City Council meetings in November and December each calendar year.

19. APPROVE THE RESOLUTION ESTABLISHING HOLIDAYS FOR EMPLOYEES IN THE CITY'S SERVICE FOR CALENDAR YEAR 2020

RECOMMENDATION: It is recommended that the City Council:

- 1) It is recommended that the City Council approve the Resolution establishing twelve holidays for employees in the City's service for the next calendar year commencing January 1, 2020 to December 31, 2020 in accordance with Section 2.60.340(A) of the City of Montebello's Municipal Code.

20. MONTHLY INVESTMENT REPORT – SEPTEMBER 2019

RECOMMENDATION: It is recommended that the City Council:

- 1) Move to approve and file the Monthly Investment Report for September 2019 report.

21. PAYMENT OF BILLS: RESOLUTION APPROVING THE CITY/SUCCESSOR AGENCY WARRANT REGISTER OF DEMANDS DATED OCTOBER 23, 2019

RECOMMENDED ACTION: It is recommended that the City Council:

- 1) Adopt the proposed resolution approving the Warrant Register dated October 23, 2019.

22. APPROVAL OF MINUTES: SEPTEMBER 25, 2019

RECOMMENDED ACTION: It is recommended that the City Council:

- 1) Approve said minutes as written.

23. PUBLIC ORALS – IF NEEDED

COUNCIL ORALS

24. COUNCILMEMBER JIMENEZ

None.

25. COUNCILMEMBER TORRES

- a. Resolution condemning the Trump Administration’s obstruction of congressional impeachment inquiry
- b. Facilities master plan: pursuit of carbon-neutral city facilities
- c. Pick and Stroll on Sunday, November 3, 8:30 am at Montebello and Chet Holifield Parks. Third park to be announced.
- d. Coffee with a Councilman on Wednesday, November 6, 6:30 pm

26. MAYOR PRO TEM MELENDEZ

None.

27. COUNCILMEMBER COBOS-CAWTHORNE

- a. Reminder 10th street closure for Halloween

28. MAYOR HADJINIAN

None.

ADJOURNMENT

NOTES

CITY OF MONTEBELLO

CITY COUNCIL AGENDA STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Rene Bobadilla, City Manager

BY: Manuel Mancha, Director of Planning/Community Development

SUBJECT: **Adopt Resolution Authorizing Submission of an Application for and Receipt of SB 2 Planning Grant Program Funds**

DATE: October 23, 2019

RECOMMENDATION

It Is Recommended that the City Council:

1. Adopt the attached Resolution approving an application for two hundred fifty thousand dollars and 00/100 cents (\$250,000) under the SB 2 Planning Grants Program from the Building Homes and Jobs Trust Fund; and
2. Authorize the City Manager to execute the City's Planning Grants Program application, grant documents, and any amendments thereto, on behalf of the City; and
3. Authorize the City Manager to enter into, execute, and deliver a State of California Agreement and any and all other documents required or deemed necessary or appropriate to evidence and secure the Planning Grants Program grant.

BACKGROUND

On March 28, 2019, the California Department of Housing and Community Development announced the release of approximately \$123 million under the Senate Bill 2 (SB 2) Planning Grants Program (PGP). SB2 established a permanent source of funding intended to increase the affordable housing stock in California. The legislation directs the Department to use 50 percent of the first year's revenue to establish a program that provides financial and technical assistance to local governments to update planning documents and land-use ordinances. The PGP is intended for the preparation, adoption, and implementation of plans that streamline housing approvals and accelerate housing production. This grant program is meant to facilitate planning activities that will foster an adequate supply of homes affordable to Californians at all income levels. It is designed to help local governments meet the challenges of preparing and adopting land use plans and integrating strategies to promote housing development. Updates to a variety of planning documents, planning activities and strategies are considered eligible activities so long as they demonstrate a nexus to accelerating housing production.

The Department determined maximum award amounts for large, medium, and small localities, based on population estimates from the Department of Finance. The City of Montebello is considered a medium locality and is eligible to apply for up to \$250,000.

ANALYSIS

The final grant guidelines for the SB 2 PGP were released in December 2018. The City's grant writing consultant, Avant-Garde, in coordination with City staff is currently drafting an application. As part of the application requirements, a resolution must be approved by the local jurisdiction's governing body authorizing submission of a grant application.

Avant-Garde will prepare and submit the application and required attachments. The City is interested in submitting an application to fund a portion of the general plan update activity costs. Several portions of the City's General Plan have not been updated since their adoption in 1973. City staff is working closely with the Department to ensure the City meets all application threshold requirements.

FISCAL IMPACT

The General Plan update is estimated to cost approximately \$1.2 million. City staff is seeking additional funding opportunities to off-set project costs. The PGP does not require any matching funds.

SUMMARY

The City of Montebello is pursuing grant funds through the SB 2 Planning Grant Program to update the City's General Plan. As part of the application requirements, a resolution must be approved by the local jurisdiction's governing body authorizing submission of a grant application. It is recommended that the City Council consider and approve the attached resolution to submit an application and authorize the City Manager to execute grant documents and agreements on behalf of the City.

ATTACHMENT

Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
MONTEBELLO, CALIFORNIA, AUTHORIZING APPLICATION FOR,
AND RECEIPT OF, SB 2 PLANNING GRANTS PROGRAM FUNDS**

WHEREAS, the State of California, Department of Housing and Community Development (Department) has issued a Notice of Funding Availability (NOFA) dated **March 28, 2019**, for its Planning Grants Program (PGP); and

WHEREAS, the City Council of the City of Montebello (the "City Council") desires to submit a project application for the PGP program to accelerate the production of housing and will submit a 2019 PGP grant application as described in the Planning Grants Program NOFA and SB 2 Planning Grants Program Guidelines released by the Department for the PGP Program; and

WHEREAS, the Department is authorized to provide up to **\$123 million** under the SB 2 Planning Grants Program from the Building Homes and Jobs Trust Fund for assistance to Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2)) related to the PGP Program.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MONTEBELLO, AS FOLLOWS:

SECTION 1. The City Council is hereby authorized and directed to apply for and submit to the Department the 2019 Planning Grants Program application in the amount of two hundred fifty thousand dollars and 00/100 cents (\$250,000).

SECTION 2. In connection with the PGP grant, if the application is approved by the Department, the City Manager of the City of Montebello (the "City Manager") is authorized to enter into, execute, and deliver a State of California Agreement (Standard Agreement) for the amount of two hundred fifty thousand dollars and 00/100 cents (\$250,000), and any and all other documents required or deemed necessary or appropriate to evidence and secure the PGP grant, the City's obligations related thereto, and all amendments thereto (collectively, the "PGP Grant Documents").

SECTION 3. The City shall be subject to the terms and conditions as specified in the Standard Agreement, the SB 2 Planning Grants Program Guidelines, and any applicable PGP guidelines published by the Department. Funds are to be used for

allowable expenditures as specifically identified in the Standard Agreement. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application will be enforceable through the executed Standard Agreement. The City Council hereby agrees to use the funds for eligible uses in the manner presented in the application as approved by the Department and in accordance with the Planning Grants NOFA, the Planning Grants Program Guidelines, and 2019 Planning Grants Program Application.

SECTION 4. The City Manager is authorized to execute the City's Planning Grants Program application, the PGP Grant Documents, and any amendments thereto, on behalf of the City as required by the Department for receipt of the PGP Grant.

SECTION 5. The City's Clerk shall certify to the adoption of this Resolution which shall be effective upon its adoption.

PASSED, APPROVED AND ADOPTED THIS 23rd DAY OF OCTOBER, 2019.

Jack Hadjinian, Mayor

ATTEST:

APPROVED AS TO FORM:

Irma Barajas, City Clerk
Attorney

Arnold Alvarez-Glasman, City

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF MONTEBELLO)

I, Irma Barajas, City Clerk of the City of Montebello, do hereby certify that the foregoing City Council Resolution No. _____ was duly and regularly approved and adopted by the City Council of the City of Montebello at their meeting held on the 11th day of September, 2019, as approved by law by the following vote:

AYES:

NOES:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of said City on the 23rd day of October, 2019.

IRMA BARAJAS, City Clerk

CITY OF MONTEBELLO

CITY COUNCIL AGENDA STAFF REPORT

TO: Honorable Mayor and City Council Members

FROM: René Bobadilla, City Manager

BY: Brad Keller, Chief of Police

SUBJECT: AMENDING THE CITIES TABLE OF ORGANIZATION, ADDING A CLASSIFICATION AND COMPENSATION PLAN FOR A NON-SWORN PART-TIME POLICE CADET POSITION FOR THE POLICE DEPARTMENT

DATE: October 23, 2019

RECOMMENDATION

It is recommended that the City Council:

- (1) Approve adding a non-sworn position, Police Cadet to the City's Table of Organization within the Police Department; and
- (2) Add a compensation plan for the new position of Police Cadet; and
- (3) Remove the position of Community Service Officer from the Table of Organization through attrition; and
- (4) Remove the position of Park Ranger from the Table of Organization through attrition; and
- (5) Re-appropriate \$110,000 from the Recreation and Community Services Department labor cost to the Police Departments part-time labor cost.
- (6) Take such additional, related, action that may be desirable.

BACKGROUND

The City Manager and Chief of Police have evaluated the needs of the community specific to emergency and non-emergency police services throughout the City, and the desire of the City of Montebello is to move forward in a progressive direction. In response staff has determined that the City will be best served by adding a non-sworn part-time position to the Police Department.

ITEM #14

The proposed position of Police Cadet will provide the community with enhanced non-emergency police and municipal code enforcement and further improve the safety throughout our City with a focus on our City park safety and enjoyment.

The proposed position will be funded through budget allocations already in place for the Police Department as well as reallocating funding from the Recreation and Community Services personnel budget allocated for Park Rangers for the Police Department personnel budget.

The proposed Police Cadet position will replace the current Police Community Service Officer and the duties and responsibilities of the Park Rangers. The establishment of this new position will blend both of the aforementioned positions, while offering greater service to the community.

The current Police Community Service Officers positions and Park Ranger positions will be removed from the Table of Organization through attrition.

Creation of the Police Cadet Classification

The creation and establishment of a Police Cadet classification within the Police Department will fulfill the needs of non-emergency services in the community while improving safety and enjoyment in City parks while assisting in other areas of public safety.

The proposed position will assist with recruitment and retention of future Police Officers. The position is intended to attract college students who are interested in becoming a Police Officer in the future. This position is often considered a stepping stone to becoming a police officer while continuing education and providing a service to the community. Historically, police cadets seek police officer positions with the city in which they were police cadets.

Police Cadets who graduate from an accredited college early may remain in the Cadet program until they reach the maximum age requirement.

The rate of retention could be increased because the employee has become familiar with the culture of the Police Department and City. With the diminishing number of individuals interested in law enforcement jobs it is imperative that we create a position to prepare and retain future Police Officers for the community. This position is intended to be a part-time position working less than one thousand hours a fiscal year.

ANALYSIS

- (1) Park safety is a priority of the City of Montebello.
- (2) Montebello Park Rangers have historically been under the budget and supervision of the Recreation and Community Services Department.
- (3) Montebello Park Ranger duties often mirror those of non-sworn police personnel without the supervision and expertise of a sworn police supervisor.
- (4) Police Cadet duties will include, but will not be limited to, enhancing park safety and minor infraction enforcement in and around the City of Montebello parks and park facilities. These duties were primary duties of Park Rangers.
- (5) Police Cadets will also provide the community with a number of non-emergency services including, but not limited to, traffic control, traffic collision reports, no suspect information reports, etc. These duties were primary duties of Community Service Officers.
- (6) Police Cadets will be under the supervision of a sworn police supervisor and as such will benefit from experiences and expertise not often afforded to Park Rangers.
- (7) Combining the Recreation and Community Services personnel budget, allocated for Park Rangers (\$100,000), and the Police Department's personnel budget, allocated for Community Service Officers (\$77,000), will afford the Police Department to increase non-sworn field staffing from approximately five (5) to eight (8).
- (8) Police Officers, in the absence of Park Rangers and Community Service Officers, take on the duties and responsibility of those positions. Combining Park Rangers and Community Service Officers will add to personnel in the field consequently allowing Police Officers to be readily available for emergency calls for service therefore decreasing response times.
- (9) Experience with patrolling parks and experience with non-emergency police services will afford the Police Cadets with invaluable experience on the path to becoming a police officer.

(10) When fully staffed Police Cadets will provide 7 day park coverage during peak hours.

FISCAL IMPACT

The proposed positions will be funded with current fiscal year allocations for Park Rangers (\$110,000) and Community Service Officers (\$77,000), and therefore there will be no additional fiscal impact to the General Fund.

SUMMARY

Staff has determined a need to combine two public safety positions into one classification under the management of the Police Department. This position will increase visibility at City parks while enhancing non-emergency services to the community and decreasing emergency and non-emergency response times. It is recommended that the classifications of Park Ranger and Community Service Officers, be removed from the City's Table of Organization through attrition and one position, Police Cadet, be added. The Police Cadet position will assume the duties and responsibilities of both the Park Rangers and Community Service Officers.

ATTACHMENTS

Police Cadet classification and compensation plan

Police Cadet

Description:

The City of Montebello is seeking customer service driven, and motivated individuals who are interested in pursuing a career in law enforcement to join the Police Department as a Police Cadet.

The philosophy of the Cadet program is to prepare the Cadet for future employment in law enforcement. To accomplish this goal and to give Cadet a broader perspective of police work, the Cadet will work various assignments within the department.

This is temporary, unclassified, part-time position. The position is exempt from Civil Service Rules and Regulations; therefore, Police Cadets may be discharged by the Chief of Police without a right of appeal.

Compensation:

The salary for this position starts at \$14.00 an hour and will have five merit increases of 5% and will reach \$17.87 an hour at the final merit increase.

Examples of Duties

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

General parking enforcement and issuance of parking citations

Performing traffic control

Preparing reports for impounding of vehicles

Investigating and writing a selected variety of crime and traffic collision reports when no suspect is present

Collecting and preserving evidence

Appearing and testifying in court

Providing information and assistance to the public at the front counter

Answering telephone requests for police services

Collecting monies for public requests of documents

Performing clerical assignments and support for department personnel

Processing reports and maintaining records and files

Preparing misdemeanor cases for filing with the District Attorney

Serving subpoenas

Fingerprinting

Performing routine jail functions such as custodial checks on inmates, searches, booking, fingerprinting, and other necessary jail duties

Performing crossing guard duties

Conducting tours of city facilities

Maintaining police vehicles

Performing other related duties as assigned

Patrol city parks and enforce state and municipal laws

Other Job Related Duties:

Perform related duties and responsibilities as assigned.

Job related and Essential Functions:

Knowledge of:

Modern offices practices, methods, and computer equipment and software.

English usage, spelling, vocabulary, grammar, and punctuation.

Safe driving principles and practices.

Ability to:

Learn pertinent Federal, State, and local laws, Penal and Vehicle codes and regulations including administrative and departmental policies and procedures and police terminology.

Maintain files alphabetically, numerically, or by subject matter.

Handle multiple concurrent tasks with numerous interruptions.

Utilize independent judgment involving the interpretation of instructions and performance of assigned duties.

Assist the public with diplomacy and tact.

Deal constructively with conflict.

Communicate clearly and concisely, both orally and in writing.

Must be available to work nights, weekends and holidays.

Ability to lift 50lbs

Experience:

No law enforcement experience is required, experience as Police Explorer or equivalent is desirable.

Education/Training:

High school graduation or GED or CHSPE equivalent.

Currently enrolled in an accredited college or university (Accrediting organization must be recognized by the U.S. Department of Education) and carrying six or more units per semester, or nine or more units per quarter, with a cumulative GPA of at least 2.5.

If a Police Cadet, prior to reaching their 24th birthday, fails to be appointed as a Law Enforcement Recruit, or other position within the Police Department, that Police Cadet will be released from employment. Police Cadets who complete an Associate's Degree or Bachelor's Degree may remain in the program until their 24th birthday.

832 PC Laws of Arrest:

Applicants if selected and hired must have the ability to successfully complete an 832PC Laws of Arrest course.

Age Requirement:

Must be between the ages of 18 through 22 at time of appointment.

Driver's License:

Applicant must possess a valid California driver's license.

Examination:

Candidates deemed most qualified will be invited to a written examination in which the California Peace Officer Standards and Training, POST Entry Level Law Enforcement Test Battery (PELLET B) will be administered. Those candidates who successfully pass the written exam with a T-SCORE of 48 will be invited to an oral board interview. Failure on the written or interview exam will remove the candidate from further consideration. Candidates who successfully pass the written and oral will have to complete a full background investigation which will include a polygraph and a medical exam. A Command Oral Exam will also be had prior to appointment.

Oral Board Interview:

Candidates who successfully pass the written exam will be invited to an Oral Board Interview. Candidates who do not pass the Oral Board Interview will be disqualified from the hiring and selection process. Those who have achieved the highest passing scores will be invited to participate in the background process.

Background:

All applicants who successfully pass the written PELLET B test, oral board interview and polygraph exam and are selected to move forward in the hiring and selection process must complete an extensive background investigation. The background will follow the California Peace Officer Standards and Training (CA. POST) guidelines. Failure to pass a background will result in disqualification from the hiring and selection process.

Medical Exam:

As part of the hiring and selection process applicants must participate in and pass a medical exam.

CITY OF MONTEBELLO

CITY COUNCIL AGENDA STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: René Bobadilla, City Manager

BY: Brad Keller, Chief of Police

SUBJECT: Approval of California Office of Traffic Safety (OTS), Selective Traffic Enforcement Program (STEP) Grant Funds Utilization and Budget Appropriation Resolution

DATE: October 23, 2019

RECOMMENDATION:

It is recommended that the City Council

- 1) Approve the use of grant funding awarded to the Police Department by the California Office of Traffic and Safety (OTS) through the Selective Traffic Enforcement Program (STEP), Grant number PT20085, in the amount of \$90,000; and
- 2) Approve a Resolution authorizing the appropriations of funds related to the California OTS-STEP grant award as described in the grant agreement budget.

BACKGROUND

On July 26, 2019, the Montebello Police Department was awarded an OTS-STEP Grant in the amount of \$90,000. The time period of the grant is October 1, 2019, to September 30, 2020. Funding from this grant has been approved for traffic operations, the purchase of a changeable message sign trailer with radar, and other miscellaneous traffic and checkpoint supplies.

The Montebello Police Department has focused on reducing alcohol and speed related collisions, along with increased pedestrian and bicyclist safety. The Department is currently expanding staff in the traffic unit and has added traffic safety equipment and training. This also includes data tracking and focusing on problem areas.

Despite the reductions in the overall improved number of injury traffic collisions over the past few years, there has been an alarming trend in the increase in the number of severe traffic collisions. The Department's goal is to implement the grant's funds towards the enforcement of traffic laws, educating the public in traffic safety, and providing varied and effective means of reducing fatalities, injuries, and economic losses from collisions. These tasks will be achieved through a focused traffic

enforcement plan utilizing operations that are data driven and that our Department has the capacity to complete.

ANALYSIS

Best practice strategies will be implemented to reduce the number of persons killed and injured in crashes involving alcohol and primary collision factors that are prevalent in our City including speeding, tailgating, illegal U-turns, and stop sign violations. The funded strategies may include impaired driving enforcement, enforcement operations focusing on primary collision factors, distracted driving, night-time seat belt enforcement, special enforcement operations encouraging motorcycle safety, enforcement and public awareness in areas with a high number of bicycle and pedestrian collisions, and educational presentations on topics that may include: child passenger safety, occupant protection, and senior driving. These strategies and campaigns are advertised on our Department's website and social media with the goal of capturing the communities' attention to encourage safe driving practices.

FISCAL IMPACT

The use of this grant will have no fiscal impact on the general fund. Although, the City must pay the upfront costs, all related expenditures will be reimbursed by the grant on a quarterly basis and the entire grant amount up to \$90,000 is fully reimbursable.

The funds are to be distributed to a specific OTS-STEP accounts which will reflect the following budget:

1. Personnel Costs (Overtime)	\$62,540
2. Travel Expenses	\$1,000
3. Equipment	\$15,300
4. Other Direct Costs	\$11,160

Following Council approval of grant funds, the purchase of equipment will follow all City and grant requirements and a request for quotes will be released within three months or less.

SUMMARY

The Montebello Police Department has been awarded a STEP Grant from OTS in the amount of \$90,000. The grant award will enable the Department to conduct traffic safety and enforcement operations. As a result of the award of these reimbursable grant funds, the Department is able to deploy officers and conduct high visibility traffic campaigns. These efforts will continue to remind the public of the Departments commitment to traffic safety.

Staff recommends the City Council consider approving the use of the California OTS-STEP Grant Number PT20085. Additionally, staff recommends that the City Council

approve a budget appropriation from General Fund Reserves. The appropriation would be \$90,000 in the current fiscal year (FY 2019-2020).

ATTACHMENTS

1. OTS Grant Documents (Budget included in Grant Agreement)
2. Budget Appropriation Resolution

[illegible]

10. PROJECTED EXPENDITURES						
FUND	CFDA	ITEM/APPROPRIATION	F.Y.	CHAPTER	STATUTE	PROJECTED EXPENDITURES
164 AL-20	20.608	0521-0890-101	2019	2019	BA/19	\$55,000.00
402PT-20	20.600	0521-0890-101	2019	2019	BA/19	\$35,000.00
				AGREEMENT TOTAL		\$90,000.00
<i>I CERTIFY upon my own personal knowledge that the budgeted funds for the current budget year are available for the period and purpose of the expenditure stated above.</i>				AMOUNT ENCUMBERED BY THIS DOCUMENT \$90,000.00		
				PRIOR AMOUNT ENCUMBERED FOR THIS AGREEMENT \$ 0.00		
				TOTAL AMOUNT ENCUMBERED TO DATE \$90,000.00		
OTS ACCOUNTING OFFICER'S SIGNATURE 			DATE SIGNED 9/10/19			

GRANT AGREEMENT**PT20085**

Schedule A

1. PROBLEM STATEMENT

The City of Montebello is located in Los Angeles County. Montebello is often referred to as a gateway city, with a close proximity to downtown Los Angeles (10 miles) and has a population of approximately 64,000 people (U.S. Census). Traffic volume is heavy throughout the city for several reasons. Montebello covers an area of approximately 8.33 miles and is bordered on the south by the Santa Ana Freeway (I-5) and on the north by the Pomona Freeway (SR-60). Several other freeways are nearby and easily accessible from the area (Long Beach Freeway I-710, I-10, & San Gabriel Freeway I-605). The City shares a border with several cities, including Monterey Park, San Gabriel, Pico Rivera, Rosemead, Commerce and East Los Angeles. The city is primarily residential with some commercial and industry. Montebello is home to several large retail plazas and a shopping mall, both of which have a heavy volume of customers. Additionally, there are 5 private schools, 33 schools in the Montebello Unified school district, and several universities in the surrounding area. Montebello, having several shared borders with many different cities and being bordered by heavily traveled freeways, is an area by which many commuters travel, shop, and reside.

The Office of Traffic Safety (OTS) compares the accident data of cities with similarly sized populations, giving those with the poorest records the highest rankings, starting with first place. While the total number of victims killed and injured decreased between 2015-2016, the City of Montebello's rankings have overall worsened. The years of 2014 and 2015 were very disturbing in regards to fatalities in the City. The number of DUI arrests most notably increased in 2015 from 135 to 172 arrests in 2016. These figures support the need for additional public education and awareness programs.

Unsafe turning is the top primary collision factor, with Speeding, and Failure to Stop violations rounding out the top three collision factors. In Montebello, distracted driving and specifically cell phone use while driving has been steadily increasing over the years. There are also a large number of unlicensed drivers in the city, as citations issued for this offense continue to remain very high over the years. The past few years, funding from OTS has allowed the Montebello Police Department to conduct DUI/DL checkpoints. These operations have expanded the opportunity for the department to reach out to thousands of citizens and local commuters and demonstrate that Montebello is actively working to address collision factors.

In recent years, the department was unable to staff a traffic unit due to lack of staff and severe budgetary reductions. Currently, the traffic department has been revamped with two new officers assigned to the unit. Since both officers are currently attending motorcycle training programs the department must still rely on patrol officers for all traffic enforcement activities. The department is currently expanding training opportunities to other officers in hopes of expanding the traffic unit in the next couple of years. The department will also focus on adding traffic safety equipment and training such as crash data retrieval and variable speed limit signs. These also include better data tracking and will be focused on problem areas.

Despite the reductions in overall number of injury traffic collisions over the past few years, there has been an alarming trend in the increase in more severe traffic collisions. Montebello Police Department knows that it must continue to focus on traffic safety in the community and has actively worked toward educating the community. The goal for 2019/2020 is to continue with a focused enforcement plan designed through a Strategic Traffic Enforcement Program, while utilizing operations that are data driven and that our department can handle given our current staffing situation. The department will be more successful in curbing Montebello's traffic problems and reduce the overall number of injury traffic incidents and fatalities.

2. PERFORMANCE MEASURES**A. Goals:**

1. Reduce the number of persons killed in traffic collisions.
2. Reduce the number of persons injured in traffic collisions.
3. Reduce the number of pedestrians killed in traffic collisions.
4. Reduce the number of pedestrians injured in traffic collisions.
5. Reduce the number of bicyclists killed in traffic collisions.
6. Reduce the number of bicyclists injured in traffic collisions.
7. Reduce the number of persons killed in alcohol-involved collisions.

8. Reduce the number of persons injured in alcohol-involved collisions.
9. Reduce the number of persons killed in drug-involved collisions.
10. Reduce the number of persons injured in drug-involved collisions.
11. Reduce the number of persons killed in alcohol/drug combo-involved collisions.
12. Reduce the number of persons injured in alcohol/drug combo-involved collisions.
13. Reduce the number of motorcyclists killed in traffic collisions.
14. Reduce the number of motorcyclists injured in traffic collisions.
15. Reduce hit & run fatal collisions.
16. Reduce hit & run injury collisions.
17. Reduce nighttime (2100 - 0259 hours) fatal collisions.
18. Reduce nighttime (2100 - 0259 hours) injury collisions.

B. Objectives:	Target Number
1. Issue a press release announcing the kick-off of the grant by November 15. The kick-off press releases and media advisories, alerts, and materials must be emailed to the OTS Public Information Officer at pio@ots.ca.gov, and copied to your OTS Coordinator, for approval 14 days prior to the issuance date of the release.	1
2. Participate and report data (as required) in the following campaigns, National Walk to School Day, National Teen Driver Safety Week, NHTSA Winter Mobilization, National Distracted Driving Awareness Month, National Motorcycle Safety Month, National Bicycle Safety Month, National Click it or Ticket Mobilization, NHTSA Summer Mobilization, National Child Passenger Safety Week, and California's Pedestrian Safety Month.	10
3. Develop (by December 31) and/or maintain a "HOT Sheet" program to notify patrol and traffic officers to be on the lookout for identified repeat DUI offenders with a suspended or revoked license as a result of DUI convictions. Updated HOT sheets should be distributed to patrol and traffic officers monthly.	12
4. Send law enforcement personnel to the NHTSA Standardized Field Sobriety Testing (SFST) (minimum 16 hours) POST-certified training.	3
5. Send law enforcement personnel to the NHTSA Advanced Roadside Impaired Driving Enforcement (ARIDE) 16 hour POST-certified training.	3
6. Send law enforcement personnel to the Drug Recognition Expert (DRE) training.	2
7. Send law enforcement personnel to the DRE Recertification training.	1
8. Conduct DUI/DL Checkpoints. A minimum of 1 checkpoint should be conducted during the NHTSA Winter Mobilization and 1 during the Summer Mobilization. To enhance the overall deterrent effect and promote high visibility, it is recommended the grantee issue an advance press release and conduct social media activity for each checkpoint. For combination DUI/DL checkpoints, departments should issue press releases that mention DL's will be checked at the DUI/DL checkpoint. Signs for DUI/DL checkpoints should read "DUI/Driver's License Checkpoint Ahead." OTS does not fund or support independent DL checkpoints. Only on an exception basis and with OTS pre-approval will OTS fund checkpoints that begin prior to 1800 hours. When possible, DUI/DL Checkpoint screeners should be DRE- or ARIDE-trained.	2
9. Conduct DUI Saturation Patrol operation(s).	9
10. Conduct Traffic Enforcement operation(s), including but not limited to, primary collision factor violations.	5
11. Conduct highly publicized Distracted Driving enforcement operation(s) targeting drivers using hand held cell phones and texting.	1
12. Conduct highly publicized Motorcycle Safety enforcement operation(s) in areas or during events with a high number of motorcycle incidents or collisions resulting from unsafe speed, DUI, following too closely, unsafe lane changes, improper turning, and other primary collision factor violations by motorcyclists and other drivers.	1
13. Conduct highly publicized pedestrian and/or bicycle enforcement operation(s) in areas or during events with a high number of pedestrian and/or bicycle collisions resulting from violations made by pedestrians, bicyclists, and drivers.	2
14. Conduct Traffic Safety educational presentation(s) with an effort to reach community members. Note: Presentation(s) may include topics such as distracted driving, DUI, speed, bicycle and pedestrian safety, seat belts and child passenger safety.	4

3. METHOD OF PROCEDURE

A. **Phase 1 – Program Preparation (1st Quarter of Grant Year)**

- The department will develop operational plans to implement the “best practice” strategies outlined in the objectives section.
- All training needed to implement the program should be conducted this quarter.
- All grant related purchases needed to implement the program should be made this quarter.
- In order to develop/maintain the “Hot Sheets,” research will be conducted to identify the “worst of the worst” repeat DUI offenders with a suspended or revoked license as a result of DUI convictions. The Hot Sheets may include the driver’s name, last known address, DOB, description, current license status, and the number of times suspended or revoked for DUI. Hot Sheets should be updated and distributed to traffic and patrol officers at least monthly.
- Implementation of the STEP grant activities will be accomplished by deploying personnel at high collision locations.

Media Requirements

- Issue a press release announcing the kick-off of the grant by November 15, but no earlier than October 1. If unable to meet the November 15 date, communicate reasons to your OTS Coordinator. The kick-off press releases and any related media advisories, alerts, and materials must be emailed for approval to the OTS Public Information Officer at pio@ots.ca.gov, and copied to your OTS Coordinator, 14 days prior to the issuance date of the release.

B. **Phase 2 – Program Operations (Throughout Grant Year)**

- The department will work to create media opportunities throughout the grant period to call attention to the innovative program strategies and outcomes.

Media Requirements

- Send all grant-related activity press releases, media advisories, alerts and general public materials to the OTS Public Information Officer (PIO) at pio@ots.ca.gov, with a copy to your OTS Coordinator. The following requirements are for grant-related activities and are different from those regarding any grant kick-off release or announcement.
 - If an OTS-supplied, template-based press release is used, there is no need for pre-approval, however, the OTS PIO and Coordinator should be copied when at the same time as the release is distributed to the press.
 - If an OTS-supplied template is not used, or is substantially changed, a draft press release shall be sent to the OTS PIO for approval. Optimum lead-time would be 10 days prior to the release distribution date, but should be no less than 5 working days prior to the release distribution date.
 - Press releases reporting the immediate and time-valued results of grant activities such as enforcement operations are exempt from the recommended advance approval process, but still should be copied to the OTS PIO and Coordinator when the release is distributed to the press.
 - Activities such as warrant or probation sweeps and court stings that could be compromised by advanced publicity are exempt from pre-publicity, but are encouraged to offer embargoed media coverage and to report the results.
- Use the following standard language in all press, media, and printed materials: Funding for this program was provided by a grant from the California Office of Traffic Safety, through the National Highway Traffic Safety Administration.
- Email the OTS PIO at pio@ots.ca.gov and copy your OTS Coordinator at least 30 days in advance, a short description of any significant grant-related traffic safety event or program so OTS has sufficient notice to arrange for attendance and/or participation in the event.
- Submit a draft or rough-cut of all printed or recorded material (brochures, posters, scripts, artwork, trailer graphics, etc.) to the OTS PIO at pio@ots.ca.gov and copy your OTS Coordinator for approval 14 days prior to the production or duplication.
- Space permitting, include the OTS logo, on grant-funded print materials; consult your OTS Coordinator for specifics and format-appropriate logos.
- Contact the OTS PIO or your OTS Coordinator, sufficiently far enough in advance of need, for consultation when deviation from any of the above requirements might be contemplated

C. Phase 3 – Data Collection & Reporting (Throughout Grant Year)

- Invoice Claims (due January 30, April 30, July 30, and October 30)
- Quarterly Performance Reports (due January 30, April 30, July 30, and October 30)
 - Collect and report quarterly, appropriate data that supports the progress of goals and objectives.
 - Provide a brief list of activity conducted, procurement of grant-funded items, and significant media activities. Include status of grant-funded personnel, status of contracts, challenges, or special accomplishments.
 - Provide a brief summary of quarterly accomplishments and explanations for objectives not completed or plans for upcoming activities.
 - Collect, analyze and report statistical data relating to the grant goals and objectives.

4. METHOD OF EVALUATION

Using the data compiled during the grant, the Grant Director will complete the “Final Evaluation” section in the fourth/final Quarterly Performance Report (QPR). The Final Evaluation should provide a brief summary of the grant’s accomplishments, challenges and significant activities. This narrative should also include whether goals and objectives were met, exceeded, or an explanation of why objectives were not completed.

5. ADMINISTRATIVE SUPPORT

This program has full administrative support, and every effort will be made to continue the grant activities after grant conclusion.

GRANT AGREEMENT

Schedule B

PT20085

FUND NUMBER	CATALOG NUMBER (CFDA)	FUND DESCRIPTION	TOTAL AMOUNT
164 AL-20	20.608	Minimum Penalties for Repeat Offenders for Driving While Intoxicated	\$55,000.00
402PT-20	20.600	State and Community Highway Safety	\$35,000.00

COST CATEGORY	CFDA	TOTAL COST TO GRANT
A. PERSONNEL COSTS		
<u>Straight time</u>		\$0.00
<u>Overtime</u>		
DUI/DL Checkpoints	20.608	\$17,200.00
DUI Saturation Patrols	20.608	\$26,640.00
Traffic Enforcement	20.600	\$10,500.00
Distracted Driving	20.600	\$2,050.00
Motorcycle Safety	20.600	\$2,050.00
Pedestrian and Bicycle Enforcement	20.600	\$4,100.00
Category Sub-Total		\$62,540.00
B. TRAVEL EXPENSES		
In State Travel	20.600	\$1,000.00
		\$0.00
Category Sub-Total		\$1,000.00
C. CONTRACTUAL SERVICES		
		\$0.00
Category Sub-Total		\$0.00
D. EQUIPMENT		
Changeable Message Sign Trailer with Radar	20.600	\$15,300.00
Category Sub-Total		\$15,300.00
E. OTHER DIRECT COSTS		
DUI Checkpoint Supplies	20.608	\$1,005.00
Portable Light Tower	20.608	\$4,730.00
Alcohol Testing	20.608	\$675.00
Phlebotomist	20.608	\$4,750.00
Category Sub-Total		\$11,160.00
F. INDIRECT COSTS		
		\$0.00
Category Sub-Total		\$0.00
GRANT TOTAL		\$90,000.00

GRANT AGREEMENT

Schedule B-1

PT20085

BUDGET NARRATIVE	
PERSONNEL COSTS	QUANTITY
DUI/DL Checkpoints - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.	2
DUI Saturation Patrols - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.	9
Traffic Enforcement - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.	5
Distracted Driving - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.	1
Motorcycle Safety - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.	1
Pedestrian and Bicycle Enforcement - Overtime for grant funded law enforcement operations conducted by appropriate department personnel.	2
TRAVEL EXPENSES	
In State Travel - Costs are included for appropriate staff to attend conferences and training events supporting the grant goals and objectives and/or traffic safety. Local mileage for grant activities and meetings is included. All conferences, seminars or training not specifically identified in the Budget Narrative must be approved by OTS. All travel claimed must be at the agency approved rate. Per Diem may not be claimed for meals provided at conferences when registration fees are paid with OTS grant funds.	1
CONTRACTUAL SERVICES	
-	
EQUIPMENT	
Changeable Message Sign Trailer with Radar - Fully equipped changeable message sign trailer(s) with a radar device and digital display that is portable and fully programmable and will determine and display the speed of vehicles or post traffic safety information and messages during OTS funded operations.	1
OTHER DIRECT COSTS	
DUI Checkpoint Supplies - On-scene supplies needed to conduct sobriety checkpoints. Costs may include 28" traffic cones, MUTCD compliant traffic signs, MUTCD compliant high visibility vests (maximum of 10), traffic counters (maximum of 2), generator, gas for generators, lighting, reflective banners, electronic flares, PAS device supplies, heater, propane for heaters, fan, anti-fatigue mats, and canopies. Additional items may be purchased if approved by OTS. The cost of food and beverages will not be reimbursed.	1
Portable Light Tower - High intensity light on a telescoping shaft and stabilized platform to illuminate a wide area for greater visibility during night time operations. Costs may include a generator and accessories.	2
Alcohol Testing - Testing conducted to determine DUI probationers' compliance with terms and conditions of probation. Costs may include lab testing fees and testing supplies such as mouth pieces, cups and test kits.	4
Phlebotomist - To draw and collect blood samples from suspected DUI drivers on scene as evidence in support of DUI convictions in a court of law.	10
INDIRECT COSTS	
-	

STATEMENTS/DISCLAIMERS

There will be no program income generated from this grant.

Nothing in this "agreement" shall be interpreted as a requirement, formal or informal, that a particular law enforcement officer issue a specified or predetermined number of citations in pursuance of the goals and objectives here under.

CERTIFICATIONS AND ASSURANCES
HIGHWAY SAFETY GRANTS

(23 U.S.C. CHAPTER 4 AND SEC. 1906, PUB. L. 109-59, AS AMENDED)

Failure to comply with applicable Federal statutes, regulations, and directives may subject Grantee Agency officials to civil or criminal penalties and/or place the State in a high-risk grantee status in accordance with 49 CFR §18.12.

The officials named on the grant agreement, certify by way of signature on the grant agreement signature page, that the Grantee Agency complies with all applicable Federal statutes, regulations, and directives and State rules, guidelines, policies and laws in effect with respect to the periods for which it receives grant funding. Applicable provisions include, but are not limited to, the following:

- 23 U.S.C. Chapter 4—Highway Safety Act of 1966, as amended
- 49 CFR Part 18—Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments
- 23 CFR Part 1300—Uniform Procedures for State Highway Safety Grant Programs

NONDISCRIMINATION

(applies to subrecipients as well as States)

The State highway safety agency will comply with all Federal statutes and implementing regulations relating to nondiscrimination ("Federal Nondiscrimination Authorities"). These include but are not limited to:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin) and 49 CFR part 21;
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. 324 et seq.), and Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683 and 1685-1686) (prohibit discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. 794 et seq.), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. 6101 et seq.), (prohibits discrimination on the basis of age);
- The Civil Rights Restoration Act of 1987, (Pub. L. 100-209), (broadens scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal aid recipients, subrecipients and contractors, whether such programs or activities are Federally-funded or not);
- Titles II and III of the Americans with Disabilities Act (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38;

- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations (prevents discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations); and
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency (guards against Title VI national origin discrimination/discrimination because of limited English proficiency (LEP) by ensuring that funding recipients take reasonable steps to ensure that LEP persons have meaningful access to programs (70 FR 74087-74100).

The State highway safety agency—

- Will take all measures necessary to ensure that no person in the United States shall, on the grounds of race, color, national origin, disability, sex, age, limited English proficiency, or membership in any other class protected by Federal Nondiscrimination Authorities, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any of its programs or activities, so long as any portion of the program is Federally-assisted;
- Will administer the program in a manner that reasonably ensures that any of its subrecipients, contractors, subcontractors, and consultants receiving Federal financial assistance under this program will comply with all requirements of the Non-Discrimination Authorities identified in this Assurance;
- Agrees to comply (and require its subrecipients, contractors, subcontractors, and consultants to comply) with all applicable provisions of law or regulation governing US DOT's or NHTSA's access to records, accounts, documents, information, facilities, and staff, and to cooperate and comply with any program or compliance reviews, and/or complaint investigations conducted by US DOT or NHTSA under any Federal Nondiscrimination Authority;
- Acknowledges that the United States has a right to seek judicial enforcement with regard to any matter arising under these Non-Discrimination Authorities and this Assurance;
- Agrees to insert in all contracts and funding agreements with other State or private entities the following clause:

“During the performance of this contract/funding agreement, the contractor/funding recipient agrees—

- a. To comply with all Federal nondiscrimination laws and regulations, as may be amended from time to time;
- b. Not to participate directly or indirectly in the discrimination prohibited by any Federal non-discrimination law or regulation, as set forth in appendix B of 49 CFR part 21 and herein;
- c. To permit access to its books, records, accounts, other sources of information, and its facilities as required by the State highway safety office, US DOT or NHTSA;
- d. That, in event a contractor/funding recipient fails to comply with any nondiscrimination provisions in this contract/funding agreement, the State highway safety agency will have the right to impose such contract/agreement sanctions as it or NHTSA determine are appropriate, including but not limited to withholding payments to the contractor/funding

recipient under the contract/agreement until the contractor/funding recipient complies; and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part; and

- e. To insert this clause, including paragraphs (a) through (e), in every subcontract and sub agreement and in every solicitation for a subcontract or sub-agreement, that receives Federal funds under this program.

POLITICAL ACTIVITY (HATCH ACT)

(applies to subrecipients as well as States)

The State will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

CERTIFICATION REGARDING FEDERAL LOBBYING

(applies to subrecipients as well as States)

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

RESTRICTION ON STATE LOBBYING

(applies to subrecipients as well as States)

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

(applies to subrecipients as well as States)

Instructions for Primary Tier Participant Certification (States)

1. By signing and submitting this proposal, the prospective primary tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.

2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective primary tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary tier participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default or may pursue suspension or debarment.
4. The prospective primary tier participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary tier participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov/>).
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency may terminate the transaction for cause or default.

Certification Regarding Debarment, Suspension, and Other Responsibility Matters-Primary Tier Covered Transactions

- (1) The prospective primary tier participant certifies to the best of its knowledge and belief, that it and its principals:
 - (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency;

- (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

(2) Where the prospective primary tier participant is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.

Instructions for Lower Tier Participant Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded, as used in this clause, are defined in 2 CFR parts 180 and 1200.
You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov/>).
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transactions:

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

BUY AMERICA ACT

(applies to subrecipients as well as States)

The State and each subrecipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or subrecipient, to purchase with Federal funds only steel, iron and manufactured products produced in the United States, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the State must submit a waiver request that provides an adequate basis and justification for approval by the Secretary of Transportation.

PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE

(applies to subrecipients as well as States)

The State and each subrecipient will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

LAW ENFORCEMENT AGENCIES

All subrecipient law enforcement agencies shall comply with California law regarding profiling. Penal Code section 13519.4, subdivision (e), defines "racial profiling" as the "practice of detaining a suspect based on a broad set of criteria which casts suspicion on an entire class of people without any individualized suspicion of the particular person being stopped." Then, subdivision (f) of that section goes on to provide, "A law enforcement officer shall not engage in racial profiling."

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEBELLO
AUTHORIZING THE APPROPRIATIONS OF FUNDS RELATED TO THE
CALIFORNIA OFFICE OF TRAFFIC SAFETY (OTS), SELECTIVE TRAFFIC
ENFORCEMENT PROGRAM (STEP) GRANT AWARD NUMBER PT20085**

**THE CITY COUNCIL OF THE CITY OF MONTEBELLO DOES RESOLVE AS
FOLLOWS:**

SECTION 1. That the Director of Finance is hereby authorized to make the following appropriations:

<u>FROM</u>		<u>TO</u>	
<u>Account Number</u>	<u>Amount</u>	<u>Account Number</u>	<u>Amount</u>
265-8012-2019-068-4198 (OTS Grant Revenue)	\$62,540	265-8012-2019-068-5010.10 (OTS STEP Grant- Overtime)	\$62,540
265-8012-2019-068-4198 (OTS Grant Revenue)	\$1,000	265-8012-2019-068-6014 (OTS STEP Grant- Training)	\$1,000
265-8012-2019-068-4198 (OTS Grant Revenue)	\$15,300	265-8012-2019-068-6010.10 (OTS STEP Grant- Machinery & Equipment)	\$15,300
265-8012-2019-068-4198 (OTS Grant Revenue)	\$11,160	265-8012-2019-068-6000.20 (OTS STEP Grant- Other Direct Costs)	\$11,160
Total	\$90,000		\$90,000

Section 2. That the City Clerk shall certify to the adoption of this resolution.

ADOPTED AND APPROVED this 23RD day of October, 2019.

Jack Hadjinian, Mayor

ATTEST:

APPROVE TO FORM:

Irma Barajas, City Clerk

Arnold M. Alvarez-Glasman, City Attorney

CITY OF MONTEBELLO
CITY COUNCIL AGENDA STAFF REPORT

TO: Honorable Mayor and City Council Members

FROM: René Bobadilla, City Manager

SUBJECT: SEAACA “PETS FOR TROOPS” PROGRAM

DATE: October 23, 2019

RECOMMENDATION

It is recommended that the City Council authorize a Memorandum of Understanding (MOU) with the Southeast Area Animal Control Authority (SEAACA) to provide active and retired military personnel living in the City of Montebello pet adoptions at no cost.

BACKGROUND / ANALYSIS

In 1984, the City entered into a Joint Powers Agreement with SEAACA for the purpose of providing animal control services. SEAACA provides animal services to 14 cities in southeast Los Angeles and northeast Orange County.

In 2014, SEAACA’s Board of Commissioners approved the program “Pets for Troops.” Through this program, SEAACA offsets 50% of the adoption fees to active and retired military residents in cities served by SEAACA. The pets are spayed/neutered, micro-chipped, and receive initial vaccinations.

In commemoration of Veteran’s Day, the City would like to demonstrate its continued commitment to its military residents by providing comfort and/or therapy pets free of charge on a regular basis. SEAACA will continue to offset 50% of the adoption fees and the City of Montebello will begin to offset the remaining 50%.

FISCAL IMPACT

Under this program, the City anticipates an average of 15 pet adoptions per year at an estimated cost of \$1,000 per year. It is recommended that funding for this program comes from the FY18-19 cannabis application fees that have not yet been allocated.

SUMMARY

That the City Council authorize a Memorandum of Understanding (MOU) with SEAACA to provide active and retired military personnel living in the City of Montebello pet adoptions at no cost.

ATTACHMENTS

MOU - SEAACA

**MEMORANDUM OF UNDERSTANDING
BETWEEN
CITY OF MONTEBELLO
AND
SOUTHEAST AREA ANIMAL CONTROL AUTHORITY**

This Memorandum of Understanding ("MOU") is entered into on this 23RD day of October, 2019 by and between the City of Montebello, a municipal corporation located at 1600 W Beverly Blvd., Montebello, CA 90640 ("City") and the Southeast Area Animal Control Authority, a joint powers authority formed pursuant to the laws of the State of California, located at 9777 Seaaca Street, Downey, CA 90241("SEAACA").

WHEREAS, SEAACA is a joint powers authority whose membership comprises the cities of Downey, Pico Rivera, Norwalk, Paramount, Montebello, Bell Gardens, South El Monte, and Santa Fe Springs and which provides contract services to Bellflower, Buena Park, La Palma, Lakewood, South Gate and Vernon; and

WHEREAS, SEAACA operates an animal care center at 9777 Seaaca Street, Downey, CA; and

WHEREAS, a significant number of animals that are impounded or surrendered at SEAACA are not returned to their prior owners, and become available for adoption or other disposition as provided by law; and

WHEREAS, it is the goal of SEAACA to place as many of such animals as possible into safe, responsible, loving homes; and

WHEREAS, in 2014, SEAACA approved a program, "Pets for Troops" wherein SEAACA makes available to retired veterans or active military residing in any of the fourteen cities served by SEAACA pet adoptions wherein SEAACA offsets 50% of the cost of the adoption fees which includes the cost of spay/neuter services, initial vaccinations and micro-chipping; and

WHEREAS, City wishes to make pet adoption free of charge for Montebello residents who are retired and active military who may be in need of comfort, therapy pets or who simply want a companion; and

WHEREAS, the City wishes to participate in SEAACA's "Pets for Troops" program by offsetting the remaining 50% cost of adoption fees for Montebello residents who are retired or active military so that pet adoptions for these City military residents are free of charge.

NOW THEREFORE, City and SEAACA agree to the following terms:

1. SEAACA shall process all adoptions made by retired and active military who reside in Downey under the "Pets for Troops" program. Evidence of military status and Montebello residency shall be provided to SEAACA in the form of a valid driver's license/identification card and proof of military status (military identification card or DD Form 214).
2. All animals adopted by Montebello retired and active military shall be spayed or neutered. If it is determined by a licensed Veterinarian that it is appropriate to delay the surgery, a refundable Spay/Neuter deposit will be collected, the surgery will be scheduled at SEAACA and the deposit returned after surgery, in compliance with California Food & Code Section 30503. All animals will receive appropriate initial vaccinations and be micro-chipped before an animal is released to the Montebello resident.
3. The adoption fees in connection with the spay/neutered services, initial vaccinations and micro-chipping shall be paid as follows for pets adopted by retired and active military who reside in Montebello: (1) SEAACA shall discount 50% of the adoption fees to Montebello retired and active military residents; and (2) City shall pay the remaining 50% of the adoption fees to SEAACA.
4. SEAACA shall invoice City for its portion of the adoption fees on a quarterly basis (March, June, September and December) each calendar year.
5. SEAACA shall obtain a written release/indemnification from each Montebello military resident adopting an animal under the "Pets for Troops" program wherein the adopter accepts the animal as is, assumes all risks and responsibilities associated with the ownership including bites, and fully and completely releases, indemnifies and holds harmless, SEAACA and City, their respective directors, officers, officials, volunteers and employees ("Representatives") from any and all claims, causes of action or liability of any sort or nature, including liability for death, bodily injury and property damage, whether or not caused directly or indirectly by the active or passive negligence of SEAACA, City or their respective representatives, or directly or indirectly arising out of or in connection with the adoption, care, ownership, maintenance, temperament or condition of the animal.
6. City and SEAACA are each self-insured against all claims for injuries to persons or property arising from the activities contemplated herein: CITY liability insurance coverage is provided by the Independent Cities Risk Management Authority (ICRMA) and SEAACA liability coverage is provided by California JPIA (Cal-JPIA).
7. The term of this Agreement shall commence on October 23, 2019 and shall continue until or unless terminated in writing as provided in this MOU.

8. This Agreement may be terminated by either party with or without cause, upon thirty (30) days written notice to the other party. Each Party shall pay its portion of any adoption fees as described herein through the effective date of termination of this MOU.
9. Any notices, bills, invoices or reports required by this MOU shall be deemed received on: (1) the date if delivered by hand, facsimile, E-mail or overnight courier service during SEAACA's or CITY's regular business hours; or (2) on the third business day following deposit in the United States mail if delivered by mail, postage prepaid, to the addresses listed below (or such other addresses as the parties may, from time to time designate in writing):

TO CITY: City of Montebello
 1600 W Beverly Blvd.
 Montebello, CA 90640
 Attn: City Manager

TO CONSULTANT: SEAACA
 9777 Seaaca Street
 Downey, CA 90241
 ATTN: Executive Director

10. At the time of invoice, SEAACA shall provide copies of the proof of City of Downey residency; proof of military status and a copy of the adoption application which will include a summary of costs.
11. SEAACA shall not assign, transfer, convey, pledge or otherwise dispose of its rights or obligations hereunder without prior written consent of CITY.
12. SEAACA shall comply with all applicable laws in performing its obligations under this Agreement.

FOR THE CITY OF MONTEBELLO

By: _____
Jack Hadjinian
Mayor

Date: _____

ATTEST:

City Clerk

APPROVED AS TO FORM:

Arnold Alvarez Glasman
City Attorney

FOR THE SOUTHEAST AREA ANIMAL
CONTROL AUTHORITY

By: _____

Executive Director

Date: _____

ATTEST:

_____, Secretary

APPROVED AS TO FORM:

General Counsel

CITY OF MONTEBELLO

CITY COUNCIL AGENDA STAFF REPORT

TO: Honorable Mayor and City Council Members

FROM: René Bobadilla, City Manager

BY: David Sosnowski, Director of Recreation & Community Services

SUBJECT: Adoption and Participation in San Gabriel Valley Council of Governments (SGVCOG) Coyote Management Implementation Plan

DATE: October 23, 2019

RECOMMENDATION:

It is recommended that the City Council:

1. Authorize the City Manager to sign a Memorandum of Agreement with the San Gabriel Valley Council of Governments to participate in the SGVCOG's Coyote Management Implementation Plan; and
2. Appoint the Director of Recreation & Community Services as the point of contact for plan implementation and coordination of outreach and education efforts with the San Gabriel Valley Council of Governments.

BACKGROUND

The Montebello City Council had previously adopted a Coyote Co-existence Plan in August of 2017 to help residents become educated on the habits of coyotes, identify abnormal behaviors and learn how to understand and properly respond to coyote interactions and sightings. The plan provides residents with information and tips on how to safely and legally deal with coyotes in their neighborhoods.

In response to inquiries by member Cities for assistance with providing resources to their residents on the topic of coyotes, a Coyote Management Task Force was formed by the SGVCOG. The goal of the task force was to address coyote issues and concerns with coyote sightings in the San Gabriel Valley. The task force met several times to assess the feasibility of developing a regional coyote management framework. This framework provides a comprehensive regional coyote management model for all San Gabriel Valley cities and issues guidance for dealing with coyotes in the region.

SGVCOG staff worked with San Gabriel Valley city staff, the California Department of Fish and Wildlife, California State Assemblyman Ed Chau's office, the University of

California Agriculture and Natural Resources, and local Humane Society organizations to develop two separate draft documents:

- SGVCOG Regional Coyote Management Framework (RCMF)
- Coyote Management Implementation Plan (CMIP)

The SGVCOG asked for Cities to submit a statement of interest to participate in the CMIP to gauge interest and viability of the program within their resources. As of date, the Cities of Alhambra, Azusa, Covina, El Monte, Irwindale, Rosemead, San Gabriel, San Marino, and Temple City confirmed that they will be participating in the Coyote Management Implementation Plan. The City of Montebello submitted a letter to SGVCOG in July of 2019 expressing our interest in receiving support and outreach services from SGVCOG. Specifically, the City was interested in providing the regional hotline, reporting system and website for referrals to our residents.

ANALYSIS

The RCMF serves as a document that member agencies can adopt and modify based on their own needs or use as supplemental guides and resources to aid the City's existing coyote management techniques and plans. This framework includes coyote management strategies, reporting tools, and other resources that cities can utilize to reduce human-coyote conflicts. It also includes recommendations for cities to educate their residents and communities on the differences between appropriate and inappropriate coyote behaviors. The information provided within the RCMF is consistent with the City's previously adopted Coyote Coexistence Plan and contains similar strategies and approaches.

The CMIP is a separate document that was created to provide the SGVCOG with a plan of implementing coyote management services on behalf of member agencies. Under this plan, SGVCOG would serve as the umbrella organization that is responsible for providing public outreach and education, promoting effective human-coyote conflict mitigation strategies, and supporting a robust coyote reporting and response mechanism on behalf of participating agencies. Programs and services offered to the cities under this plan are as follows:

- Community Meeting and Training Workshops;
- Youth Outreach and Education Program;
- Mailers and Social Media Outreach;
- Website and Coyote Incident Reporting System; and,
- Coyote Reporting Hotline.

Components of the CMIP are designed to increase communities' knowledge and understanding of how coyotes behave and to make clear how such behavior can be managed or reduced to eliminate human conflicts with coyotes. Components of this plan are developed based on balancing respect and protection of wildlife without

compromising public safety. The services listed within the CMIP are scheduled to commence on November 1, 2019 and end no earlier than October 31, 2021.

The Memorandum of Agreement between the City of Montebello and the SGVCOG identifies the following roles and responsibilities for the SGVCOG and the City:

- **SGVCOG:**
 - Coordinate and implement coyote town halls and community meetings;
 - Coordinate and host coyote management workshops and conflict trainings;
 - Conduct youth outreach and education programs for local schools;
 - Coordinate to send mailers to neighborhoods with high numbers of human-coyote encounters and incidents;
 - Manage a website or webpage that contains important and helpful information for residents and businesses regarding coyotes;
 - Maintain an online regional coyote incident reporting system for residents of City;
 - Develop and maintain a regional coyote reporting hotline;
 - Coordinate with the California Department of Fish and Wildlife, the County of Los Angeles, and other relevant external stakeholders on regional coyote management efforts;
 - Provide electronic files of coyote marketing and outreach materials; and,
 - Manage all invoicing and billing.
- **City:**
 - Participate in coordination calls and meetings;
 - Provide a point-of-contact;
 - Assist with the coordination of coyote town halls, community meetings, coyote management workshops, conflict trainings, mailers, social media outreach, and youth outreach and education programs;
 - Provide municipal meeting space or venue for events and activities related to this plan; and,
 - Pay all invoices submitted by SGVCOG.

FISCAL IMPACTS

The City of Montebello would be responsible for payments of up to \$10,000/year to the SGVCOG for two years for a total fiscal impact of \$20,000. There are sufficient funds for this expenditure in the adopted Fiscal Year 2019-2020 Budget. In FY 2020/2021 \$10,000 would be budgeted to cover the second year of the agreement.

SUMMARY

The City Council will consider authorizing the City Manager to sign and enter into a Memorandum of Agreement with the SGVCOG on behalf of the City of Montebello to participate in the Coyote Implementation Plan.

ATTACHMENTS

SGVCOG RCMF

SGVCOG CMIP Memorandum of Agreement

City of Montebello Letter of Interest to Participate in CMIP

Regional Coyote Management Framework (RCMF)

SAN GABRIEL VALLEY
COUNCIL OF GOVERNMENTS



CONTACT INFORMATION:

Alexander Fung, Management Analyst
afung@sgvcog.org

Navneet Kaur, Management Analyst
nkaur@sgvcog.org

DISCLAIMER

On Thursday, July 18, 2019, the SGVCOG Governing Board adopted the Regional Coyote Management Framework as a comprehensive regional coyote management model for all San Gabriel Valley cities. The strategies listed within this framework are based on balancing respect and protection of wildlife without compromising public safety. This document serves as a framework that individual cities can modify and adopt based on their needs and interests; however, languages of individual San Gabriel Valley cities' Coyote Management Plans should generally be consistent with this document if possible.

ACKNOWLEDGEMENTS

The San Gabriel Valley Council of Governments owes a debt of gratitude to the many agencies, entities, experts, and individuals who helped transform this project from an idea to a reality. We appreciate all of the support we have received from the California Department of Fish and Wildlife, the County of Los Angeles, the Office of Assemblymember Ed Chau, the University of California Agriculture and Natural Resources, the San Gabriel Valley Humane Society, the Pasadena Humane Society, and the Inland Valley Humane Society, as well as the generous support from the Cities of Arcadia, Bradbury, Covina, Rosemead, and San Marino. Furthermore, we would like to thank the following municipalities for serving on the SGVCOG Coyote Management Task Force and providing feedback on the development of this document:

City of Alhambra
City of Arcadia
City of Bradbury
City of Covina
City of Diamond Bar
City of Industry
City of Irwindale
City of La Cañada Flintridge
City of Monrovia
City of Monterey Park
City of Rosemead
City of San Dimas
City of San Gabriel
City of San Marino
City of South El Monte
City of South Pasadena
City of Temple City
City of Walnut
County of Los Angeles
State of California

SECTION 1: INTRODUCTION

The goal of the **San Gabriel Valley Regional Coyote Management Framework (RCMF)** is to discourage the habituation of coyotes in an urban environment by using education, behavior modification, and a robust human/coyote reporting and responding system. The recommended actions in this RCMF are designed to increase communities' knowledge and understanding of how coyotes behave and to make clear how such behavior can be managed or reduced to eliminate human conflicts with coyotes. The ultimate goal of coyote behavior modification is to encourage the natural relocation of coyotes to their native environment.

The overall intent of this framework is to provide guidance for dealing with coyotes in the San Gabriel Valley region. This framework has also been modeled after plans that were successfully utilized by other municipalities in Southern California. This RCMF does not supersede federal, state, county, and city regulations and policies. Additionally, this framework does not apply to San Gabriel Valley residents, businesses, or homeowner associations in pursuit of their legal rights in dealing with coyotes.

As recommended by the California Department of Fish and Wildlife (CDFW), the RCMF is guided by the following principles:

- Human safety is a priority in managing human-coyote interactions.
- Coyotes serve an important role in San Gabriel Valley's ecosystems by helping to control rodent populations.
- Preventive practices are crucial to minimizing potential interactions and encounters with coyotes.
- Solutions for coyote conflicts must address both problematic coyote behaviors and the human behaviors that invite them.
- Non-selective coyote removal programs are ineffective for reducing coyote population sizes or preventing human-coyote conflicts in the long run.
- Regionwide programs that involve residents can improve coexistence among humans, coyotes, and pets.

SECTION 2: COYOTE MANAGEMENT STRATEGY

The strategy for managing coyotes is based on balancing respect and protection of wildlife without compromising public safety. The main strategy is a multi-focused approach consisting of public education, enforcement, and reporting.

PUBLIC EDUCATION

Coyote awareness education is critical for residents to make informed decisions regarding their safety, properties, and pets by decreasing attractants, reshaping coyote behavior, and creating reasonable expectations of normal coyote behavior. Dissemination of information to residents, businesses, and schools will be accomplished through the use of the cities' websites, newsletters, social media, press releases, town halls, community meetings, coyote management workshops, and other direct and indirect public outreach campaigns.

Learning how to properly and effectively respond to a coyote encounter empowers residents and supports reshaping undesired coyote behavior. The public should understand what normal coyote behavior is when living in close proximity with coyotes. For example, vocalization (coyote calls) is a normal and acceptable behavior that does not indicate aggression.

It is recommended for cities and member agencies to host town hall meetings, trainings, and provide youth education workshops in communities with high human-coyote interactions. Cities are also encouraged to mail information regarding coyotes to educate the residents and households residing in areas with high coyote sightings. Mailers and social media postings should be offered in English and other languages that are widely spoken by local residents.

ENFORCEMENT

The act of feeding wildlife is known to lead to an increase in wildlife activity. Feeding can attract coyotes and their prey to an area leading to an increased likelihood of creating habituated coyotes and resulting in increases in coyote-human interactions. California law prohibits feeding wildlife, including coyotes. SGVCOG recommends all member agencies to strictly enforce the State law pertaining to this activity. Cities and counties should adopt ordinances that discourage the intentional or unintentional feeding of wildlife. Please see Appendix A for the draft of a sample ordinance from the City of Davis, California.

REPORTING

A five-tier safety response plan has been developed by the SGVCOG to provide a mechanism for identifying and classifying different levels of human-coyote interactions for member agencies. This response plan serves as a regional approach to identify different types of coyote behaviors. However, cities are encouraged to adapt and adjust SGVCOG's response plan or develop a plan that is more suitable to the individual cities' needs; however, levels of coyote behavior and response actions should be consistent with SGVCOG's response plan. It is also important to note that several SGVCOG member agencies already have their own response plans in place. For the cities' reference, Appendix B showcases a list of SGVCOG's member agencies with adopted coyote management plans. Additionally, Appendix C showcases the SGVCOG's five-tier response system, City of West Covina's adopted four-tier colored response system, and City of San Gabriel's adopted coyote behavior classification system.

SECTION 3: COYOTE ATTRACTANTS

While attacks on humans are extremely rare, urban landscape development, intentional and unintentional feeding, pet-related incidents, and media attention have led some residents to fear coyotes. It is important to note that attacks on free-roaming and unattended small pets are normal coyote behavior and do not necessarily indicate a danger for humans. Coyotes usually become habituated when they learn and associate people and/or neighborhoods with sources of food.

Residents may reinforce this behavior by acting inappropriately when they see a coyote. Steps must be taken to address safety concerns and misconceptions and to ensure appropriate responses to potential threats to human safety. It is important to keep in mind that coyotes have been in and around the San Gabriel Valley and other parts of Southern California since thousands of years ago.

Coyotes are drawn to urban and suburban areas for the following reasons:

FOOD – Urban areas provide a bounty of natural food choices for coyotes that primarily eat rodents. However, coyotes can be further attracted into suburban neighborhoods by human-associated food, such as pet food, unsecured compost or trash, and fallen fruit in parks and yards. Intentional and unintentional feeding can lead coyotes to associate humans with sources of food, which can result in negative and aggressive interactions among coyotes, people, and pets.

To reduce food attractants in urban and suburban area, residents should be educated to:

- Never hand-feed or otherwise deliberately feed a coyote.
- Avoid feeding pets outside and remove sources of pet food and water in outdoor settings. If feeding pets outside is necessary, remove the feeding bowl and any leftover food promptly.
- Never compost any meat or dairy products unless the compost is fully secured.
- Maintain good housekeeping, such as regularly raking areas around bird feeders, to help discourage coyote activity near residences.
- Remove fallen fruit from the ground.
- Keep trash in high-quality containers with tight-fitting lids.
- Only place trash bins curbside during the morning of trash collection. If left out overnight, trash bins are more likely to be tipped over and broken into by coyotes. If necessary, purchase secured trash containers.
- Seal food waste, such as meat scraps or leftover pet food, before discarding the waste into trash bins.

WATER – Urban areas provide a year-round supply of water in the form of stormwater impoundments and channels, artificial lakes, irrigation, swimming pools, and pet water dishes, which support both coyotes and their prey. In dry conditions, water can be as alluring as food. Residents should remove outdoor water bowls/cans and secure fountains, pools, and jacuzzis.

SHELTER – Parks, greenbelts, open spaces, sumps, golf courses, buildings, sheds, decks, and crawl spaces increase the amount and variability of cover for coyotes. They allow coyotes to safely and easily remain close to residents, pets, homes, and businesses without detection. Coyotes may take advantage of available

spaces under sheds or decks for use as a den, thereby bringing them into close contact with residents and pets.

UNATTENDED PETS – Coyotes primarily eat small mammals, such as mice and rats; however, they will also prey on slightly larger mammals such as rabbits and groundhogs. Animals that are approximately the same size as a groundhog or rabbit, especially unattended outdoor cats and small dogs, may attract coyotes into neighborhoods.

- The best way to minimize risk to pets from coyotes (and the other dangers of outdoor life such as cars, disease, and other wildlife) is to keep small pets indoors, only let them outside in a secured enclosure, or when they are accompanied by a person and under the control of a leash and harness that is less than six feet long.
- It is important to either keep dogs on a leash that is six feet long or shorter when outdoors or to stay within six feet of them when outside. Coyotes may view a dog on a leash longer than six feet as an unattended pet. Attacks on free-roaming small cats or dogs are normal coyote behavior and do not indicate a danger for humans. A free-roaming pet is considered as an unattended domestic pet outside of its enclosed yard or area.
- Although attacks on larger dogs are rare, coyotes may often attack a large dog when they feel that their territory is threatened. This generally occurs during the coyote breeding season, which takes place from January through March. During this time, it is especially important to not leave dogs outside unattended and to keep them on leashes (six feet long or less) when in public areas.

FERAL CATS – While residents who feed feral cats are often concerned that coyotes might prey on the cats, the act of feeding feral cats may cause more harm than good, as coyotes often frequent these locations. Resident should not feed feral cats to avoid attracting coyotes into their neighborhoods. Although it can be difficult for residents to protect feral cats from coyotes, the following tips can be helpful:

- Do not feed feral cats.
- If feral cats frequent your neighborhood, please contact your local Animal Services agency.
- Haze coyotes seen near feral cat locations. Making coyotes feel uncomfortable will encourage them to stay out of the area. See Appendix D for a list of effective hazing strategies.

Other domestic animals kept outside, such as rabbits and chickens, may also be viewed as prey by coyotes. Protect outdoor animals from coyotes and other predators with protective fencing and sturdy cages.

Residents are encouraged to use the Yard Audit Checklist (Appendix E) as a tool to help recognize and remove attractants in their yards and neighborhoods

SECTION 4: HAZING AND BEHAVIOR CHANGE

Some coyotes have become too comfortable in the close proximity of residents. To safely coexist, residents must modify their behavior to shape coyote behavior. Habituated coyote behavior needs to be reshaped to encourage coyotes to avoid contact with residents and pets.

Hazing, also known as “fear conditioning” or “scaring,” is the process that facilitates this change and is, by necessity, a community response to negative encounters with coyotes. The more an individual animal is hazed, the more effective hazing is in changing coyote behavior.

Hazing employs immediate use of deterrents to move an animal out of an area or discourage an undesirable behavior or activity. Deterrents include loud noises, spraying water, bright lights, throwing objects, waving arms, and shouting. Hazing can help maintain a coyote’s fear of humans and discourage them from neighborhoods, such as backyards and play areas.

Hazing is not intended to harm or damage animals, humans or property, but to change the coyote’s behavior. A coyote, similar to a dog, will not know that the behavior it is engaging in is unwanted unless some type of message is sent and reinforced repeatedly. Behavioral change also involves human activities such as identifying and removing attractants and protecting pets responsibly. If a human sees a coyote in an urban area and does not respond in any way, a message opposite of hazing is conveyed to the coyote. Please see Appendix D for a list of effective hazing strategies.

GOALS OF HAZING

It is not economically and ecologically efficient to eradicate coyotes from the urban ecosystem. Hazing is part of a long-term plan to create safe and acceptable living situations, increase understanding of coyote behavior and reduce conflict between coyotes and people. Goals of hazing include:

1. To reshape coyote behavior to avoid human contact in an urban setting. Human behavior can shape animal behavior, in either a negative or positive manner. People living in close proximity to coyotes can remove coyote attractants, identify potentially dangerous situations for their pets and themselves, and respond in a manner designed to change coyote behavior.
2. To provide residents information and tools to actively engage in reshaping coyote behavior and to support feeling safe in their parks and neighborhoods. This can be accomplished by teaching residents effective and appropriate hazing techniques.
3. To model hazing behavior and share accurate information about coyotes among other residents, friends, and family.
4. Monitor hazing to assess its effectiveness and determine if further action or more aggressive hazing is needed.
5. Develop long-term community-based hazing programs.

TRAINING PROGRAM

SGVCOG encourages member agencies to partner with experts from CDFW, local Humane Society and/or Animal Services organizations, the County of Los Angeles, and/or other relevant external stakeholders to empower residents with methods to safely co-exist with wildlife. Specific to human-coyote conflicts, the workshops should include basic training on species-specific ecology and behavior, strategies to

reduce/eliminate potential human-coyote conflicts, and appropriate conflict and management techniques (e.g. hazing).

Topics may include:

- Basic coyote information;
- Normal/healthy vs. abnormal/unhealthy coyote behavior;
- Seasonal behavior changes;
- Appropriate responses when encountering wildlife, especially coyotes;
- Human health, public, and pet safety tips and concerns;
- Coyote attractants;
- Methods to reduce/eliminate access to attractants (e.g. exclusion, deterrence); or,
- Effective coyote hazing methods.

Additionally, Cities and counties should also promote CDFW's Wildlife Watch Program. This program is a multi-agency partnership initiative that provides support and training to local governments and community groups to help them design and implement their own nuisance wildlife action plans. More information regarding the Wildlife Watch Program can be found on <https://www.wildlife.ca.gov/wildlife-watch>.

Individuals and groups that are interested in participating in a hazing training program can contact their local Humane Society for a list of upcoming sessions:

- Pasadena Humane Society: (626) 792-7151
- Inland Valley Humane Society: (909) 623-9777
- San Gabriel Valley Humane Society: (626) 286-1159

SECTION 5: ENFORCEMENT

The act of feeding wildlife can attract coyotes and their prey to an area, leading to an increased likelihood of creating habituated coyotes and increased coyote-human interactions. California law prohibits feeding wildlife and local police departments will strictly enforce applicable state statutes pertaining to this activity. Cities and counties are encouraged to adopt ordinances that further discourage residents from feeding wildlife. Please see Appendix A for a sample draft ordinance from the City of Davis, California.

The following are some of the applicable regulations that may be utilized as enforcement tools to discourage coyotes from proliferating in urbanized San Gabriel Valley:

CALIFORNIA CODE OF REGULATIONS TITLE 14. SECTION 251.1. HARASSMENT OF ANIMALS

Except as otherwise authorized in these regulations or in the Fish and Game Code, no person shall harass, herd, or drive any game nongame bird or mammal or furbearing mammal. For the purposes of this section, harass is defined as an intentional act which disrupts an animal's normal behavior patterns, which includes, but is not limited to, breeding, feeding, or sheltering.

LOS ANGELES COUNTY CODE TITLE 10. SECTION 10.84.010. PROVIDING FOOD FOR CERTAIN RODENTS OR PREDATOR ANIMALS PROHIBITED

It is unlawful to feed a nondomesticated rodent or nondomesticated mammalian predator as defined in this section, unless:

- The person is the owner of the animal and the animal is kept in accordance with the requirements of the State Department of Fish and Wildlife; or
- After notifying the responsible agency to pick up the animal, the person provides food to a trapped or injured animal.

For purposes of this chapter:

1. "Rodent" includes ground squirrels;
2. "Mammalian predators" include coyotes, raccoons, foxes, and opossums.

A violation of this section is a misdemeanor.

SECTION 6: SAFETY RESPONSE PLAN

A tiered response plan identifies and classifies levels of human and coyote interactions. SGVCOG recommends member agencies to adopt the 5-tier coyote response plan that is showcased below and in Appendix C.

COYOTE BEHAVIOR	RESPONSE LEVEL	RESPONSES
Coyote heard or seen moving in public area	1	Sighting report will be reviewed, and if appropriate, a response will be provided by e-mail or phone. The City would direct residents to available resources on normal coyote behavior.
Coyote seen resting in public area	1	Sighting report will be reviewed, and if appropriate, a response will be provided by e-mail or phone. The City would direct residents to available resources on normal coyote behavior.
Coyote seen resting in public area with humans present	2	The City provides resources for the resident to be educated on hazing techniques and what-to-do tips. Additionally, the City would encourage the respective municipality to work with the local community to eliminate coyote attractants.
Coyote entering a yard to a home with or without pets present	2	The City provides information for the household to be educated on coyote attractants, yard audit implementation, human-coyote conflict mitigation, hazing techniques, and/or pet safety information (if applicable).
Coyote entering a yard and injuring or killing attended or unattended pet	3	The City gathers information on specific animal involved, report on circumstances, and provide information for the household to be educated on coyote attractants, yard and neighborhood audits, and pet safety information.

Coyote biting or injuring an unattended pet/pet on a leash	3	The City gathers information on specific animal involved, report on circumstances, and provide information for the household to be educated on coyote attractants, yard and neighborhood audits, and pet safety information.
Coyote following or approaching a person and pet (stalking)	3	The City provides information for the resident to be educated on hazing techniques, what-to-do tips, yard/neighborhood audits, and pet safety information. Additionally, the City will work with the residents to eliminate coyote attractants in the area.
Coyote following or approaching a person without a pet (stalking)	4	The City provides information for the resident to be educated on hazing techniques, what-to-do tips, yard/neighborhood audits, and pet safety information. Additionally, the City will work with residents and local groups to eliminate coyote attractants in the area.
Coyote biting or injuring a human	5	The City informs the California Department of Fish and Wildlife. Residents will receive educational materials on coyote attractants, yard or neighborhood audits, hazing, and pet safety. Additionally, the City would work with the respective Humane Society, the County of Los Angeles, CDFW, elected officials, and its neighboring cities to send out mailers, partner with external stakeholders to host trainings and workshops, conduct a community meeting/town hall, and encourage the cities in the subregion to work with community groups to eliminate coyote attractants.

Cities are encouraged to modify SGVCOG's response plan to cater to the needs of their own communities; however, the levels of coyote behavior and response actions should be consistent with SGVCOG's response plan. Appendix C also showcases two other types of tiered response plans that SGVCOG member agencies utilize in their individual coyote management plans as a reference.

If a human is attacked and physically injured by a coyote, cities and counties will work with the CDFW, which will be the lead investigating agency to thoroughly investigate the incident, to identify and remove the responsible coyote. As a last resort, lethal removal will also be considered if there is a public safety issue with a coyote threatening residents—only after a thorough investigation and identification of the offending coyote.

If there is an immediate public safety issue, such as a coyote threatening residents in an area frequented by people, the local police department will respond. Since coyotes are considered as “non-game wildlife,” any resident or homeowners’ association can, at their own expense, initiate action to protect themselves and their private property from coyote attacks within the limits of the law regarding trapping and hunting.

SECTION 7: COYOTE REPORTING

SGVCOG encourages residents to report coyote sightings to the University of California Coyote Cacher© at <https://ucanr.edu/sites/CoyoteCacher/>. This will allow SGVCOG and its member agencies to identify potential trouble areas where coyotes are frequently sighted and allow the member agencies to focus resources where they are needed most. There are several options to choose from and San Gabriel Valley residents are encouraged to use the tool that works best for them. Please keep in mind that these are only coyote reporting tools. Depending on the submission format, residents may receive acknowledgement of their submissions.

University of California Coyote Cacher©

This tool is accessible by members of the public from a computer or mobile device. It provides a repository for reported coyote activity, real-time alerts to stay abreast of reported activities, and GIS mapping by zip code. Residents may view coyote encounters in the San Gabriel Valley region by visiting https://ucanr.edu/sites/CoyoteCacher/Story_Map/. Residents can also report a coyote encounter to the UC Coyote Cacher through the link on the website or by submitting a request at <https://geodata.ucanr.edu/coyoteCacher/form/>.

State and Local Enforcement Agencies

Coyote bites, injured or ill coyotes, or coyotes that pose a threat to the public should be reported to the 9-1-1 emergency line. Coyote bites can be extremely hazardous to human health. If a resident has been bitten by a coyote, please direct the injured resident to seek medical attention immediately. A police report may be taken to document the incident. All animal bites to humans are legally reportable in Los Angeles County except for rodent and rabbit bites. For more information, please visit the County of Los Angeles Public Health Department website at <http://publichealth.lacounty.gov/vet/biteintro.htm>.

APPENDIX A: SAMPLE DRAFT ORDINANCE TO PROHIBIT THE FEEDING OF WILDLIFE
(City of Davis, California)

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DAVIS ADDING
ARTICLE 5.05 TO CHAPTER 5 OF THE DAVIS MUNICIPAL CODE TO PROHIBIT
THE FEEDING OF CERTAIN WILDLIFE**

WHEREAS, the City of Davis (“City”) is a city organized under the laws of the State of California, with a duty and interest in protecting the public health, safety and welfare within the City; and

WHEREAS, the feeding of wildlife can lead to negative impacts on animals, people and the environment; and

WHEREAS, feeding wildlife can lead to aggressive behavior towards humans, which presents health and safety concerns for residents and visitors of the City; and

WHEREAS, feeding wildlife can artificially support the growth and carrying capacity of urban wildlife populations, compromising wildlife health and increasing human exposure to and conflict with wildlife; and

WHEREAS, feeding wildlife can cause certain species to localize activity in the vicinity of the food source, thus increasing associated negative impacts on property owners and/ or individuals within those neighborhoods; and

WHEREAS, Section 251.1 of Title 14 of the California Code of Regulations prohibits the harassment of any game or nongame bird or mammal or furbearing mammal, expressly including intentional acts such as feeding that disrupt the animal’s natural foraging behavior; and

WHEREAS, an ordinance prohibiting the intentional and negligent feeding of certain types of wildlife, as defined, and further specifying types of permissible and prohibited conduct regarding interaction with wildlife in the City, is consistent with the City’s long-standing commitment to protect and conserve biological resources and public safety.

NOW, THEREFORE, the City Council of the City of Davis does ordain as follows:

SECTION 1. Recitals. The City Council hereby adopts the recitals of this Ordinance as true and correct and such recitals are hereby incorporated by reference as though fully set forth in the text of this Ordinance.

SECTION 2. Amendment. Chapter 5 (“Animals and Fowl”) of the City of Davis Municipal Code is hereby amended to add Article 5.05, to read in full as set forth in the attached Exhibit “A”, incorporated by this reference.

SECTION 3. CEQA. The City Council finds that this Ordinance is not subject to the California Environmental Quality Act (“CEQA”) pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment)

and 15061(b)(3) (the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment) of the CEQA Guidelines, California Code of Regulations, Title 14, Division 6, Chapter 3, because it has no potential for resulting in the physical change to the environment, directly or indirectly.

SECTION 4. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase added by this Ordinance, or any part thereof, is for any reason held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this Ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof irrespective of the fact that any one or more subsections, subdivisions, paragraphs, sentences, clauses or phrases are declared unconstitutional, invalid or ineffective.

SECTION 5. Publishing. The City Clerk shall certify to the adoption of this Ordinance and shall cause the same or a summary thereof to be published as required by law.

SECTION 6. Effective Date. This Ordinance shall take effect and be in full force and effect thirty (30) days from and after the date of its final passage and adoption.

INTRODUCED on the ____ day of _____, 2018 and **PASSED AND ADOPTED** by the City Council of the City of Davis on the ____ day of _____, 2018 by the following vote:

EXHIBIT “A”

CHAPTER 5, ANIMALS AND FOWL ARTICLE 5.05, FEEDING OF CERTAIN WILDLIFE

5.05.010 Purpose

Feeding of wildlife is both detrimental to wildlife health and causes a public health nuisance and safety hazard that negatively impacts public health and welfare.

This article is intended to prohibit, with exceptions, the feeding of certain wildlife within the City of Davis so as to protect public and environmental health, safety and welfare, and to prescribe penalties for failure to comply.

5.05.020 Definitions

For purposes of this article, the following definitions shall apply:

“**Feed**” means to give, distribute, place, expose, deposit, or scatter any edible material with the intention of feeding, attracting, or enticing wildlife. Feeding does not include baiting in the permitted and legal take or depredation of wildlife in accordance with federal, state and local law.

“**Person**” means any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.

“**Wildlife**” means only coyotes, wild turkeys, foxes, skunks, raccoons, opossums, squirrels, ducks, geese, crows, and gulls.

5.05.030 Feeding of Wildlife Prohibited

- (a) No person shall purposely or knowingly feed wildlife in the City of Davis, on lands either publicly or privately owned.
- (b) No person shall leave or store any refuse, garbage, pet food, seed or bird seed, fruit, meat, dairy, vegetable, grain or other food in a negligent manner likely to feed wildlife.
- (c) No person shall fail to take remedial action to cease contact or conflict with wildlife, including to secure or remove outdoor refuse, cooking grills, pet food, backyard bird feeders or any other similar food source or attractant, after being advised by a City of Davis code compliance administrator to undertake such remedial action.

5.05.040 Exceptions

The prohibitions in Section 5.05.030 do not apply to:

- (a) Landscaping, gardening, and/or maintaining vegetable gardens, fruit and nut trees or other plants, so long as such activities are not conducted for the purpose of feeding wildlife as defined in this article.

(b) Feeding of birds outdoors on private residential properties using bird feeders, to the extent authorized by law and subject to the following requirements:

- (1) Bird feeders shall be placed at least five (5) feet above the ground and shall be suspended on a cable or otherwise secured so as to prevent the bird feeders from being easily accessible to other wildlife.
 - (2) The feeding shall not substantially interfere with the rights of surrounding property owners or render other persons insecure in the use of their property.
 - (3) No person shall allow, permit or maintain an accumulation of feces on the property or surrounding properties so as to create a public nuisance.
 - (4) The area below the feeders must be kept clean and free of seed.
 - (5) No person shall knowingly allow or permit bird feeders to become an attractant for rodents or other wildlife other than birds. Notwithstanding this exception, feeding of wild turkeys is expressly prohibited.
- (c) Any State or local employee or agent authorized to implement a wildlife management program involving baiting, or any other person or business lawfully authorized to bait and trap wildlife pursuant to State law.
- (d) Any person who is the legal owner or guardian of a wildlife species maintained and confined under a valid license or permit issued by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service, and in compliance with all applicable laws.
- (e) A wildlife rehabilitator, under a valid license or permit issued by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service, who is temporarily caring for sick, injured, or orphaned wildlife in compliance with all applicable laws.
- (f) Any person who feeds trapped, injured, or orphaned wildlife between the times that a wildlife rehabilitator or agency charged with animal control is notified and the animal is picked up. Any person that discovers such trapped, injured, or orphaned wildlife must immediately notify an authorized animal control agency, and no person may intentionally keep such wildlife beyond the time reasonably necessary for animal control services to access and transport the wildlife.
- (g) Baiting, for the purpose of trapping, feral cats as part of a Yolo SPCA approved Trap-Neuter-Release program.
- (h) Any property owner baiting, for the purpose of trapping, wildlife on their property authorized by and in accordance with State law, including but not limited to trapping gophers, house mice, moles, rats, and voles pursuant to Fish and Game Code section 4005(f); taking of certain mammals found injuring crops or property pursuant to Fish and Game Code section 4152; taking of certain nongame birds and mammals such as weasels, skunks, opossum, moles and rodents pursuant to 14 CCR § 472; or as otherwise permitted and authorized by State law.

5.05.050 Enforcement

In addition to all other available remedies at law, this article may be enforceable through the use of the administrative citation procedures set forth in Davis Municipal Code Chapter 1, Article 1.02.

DRAFT

APPENDIX B: LIST OF SGVCOG MEMBER AGENCIES' COYOTE MANAGEMENT PLANS

- **City of Arcadia: Coyote Management Plan**
 - <https://www.arcadiaca.gov/home/showdocument?id=10024>
- **City of Montebello: Coyote Coexistence Plan**
 - http://www.projectcoyote.org/wp-content/uploads/2017/07/Montebello_Coexistence_Plan_lo_res.pdf
- **City of Rosemead: Coyote Management Plan**
 - http://www.cityofrosemead.org/UserFiles/Servers/Server_10034989/File/Gov/City%20Departments/Public%20Safety/Animal%20Control/Coyote%20Information/Coyote.pdf
- **City of San Gabriel: Coyote Management Plan**
 - <http://www.sangabrielcity.com/DocumentCenter/View/7844/Coyote-Management-Plan?bidId=>
- **City of West Covina: Coyote Management Plan**
 - <https://www.westcovina.org/Home/ShowDocument?id=14526>

APPENDIX C: COYOTE SAFETY RESPONSE PLAN TEMPLATES

This showcases the SGVCOG's recommended five-tier coyote response plan. As mentioned previously, cities are encouraged to modify SGVCOG's response plan to cater to the needs of their own communities; however, the levels of coyote behavior and response actions should be consistent with SGVCOG's response plan.

COYOTE BEHAVIOR	RESPONSE LEVEL	RESPONSES
Coyote heard or seen moving in public area	1	Sighting report will be reviewed, and if appropriate, a response will be provided by e-mail or phone. The City would direct residents to available resources on normal coyote behavior.
Coyote seen resting in public area	1	Sighting report will be reviewed, and if appropriate, a response will be provided by e-mail or phone. The City would direct residents to available resources on normal coyote behavior.
Coyote seen resting in public area with humans present	2	The City provides resources for the resident to be educated on hazing techniques and what-to-do tips. Additionally, the City would encourage the respective municipality to work with the local community to eliminate coyote attractants.
Coyote entering a yard to a home with or without pets present	2	The City provides information for the household to be educated on coyote attractants, yard audit implementation, human-coyote conflict mitigation, hazing techniques, and/or pet safety information (if applicable).
Coyote entering a yard and injuring or killing attended or unattended pet	3	The City gathers information on specific animal involved, report on circumstances, and provide information for the household to be educated on coyote attractants, yard and neighborhood audits, and pet safety information.

Coyote biting or injuring an unattended pet/pet on a leash	3	The City gathers information on specific animal involved, report on circumstances, and provide information for the household to be educated on coyote attractants, yard and neighborhood audits, and pet safety information.
Coyote following or approaching a person and pet (stalking)	3	The City provides information for the resident to be educated on hazing techniques, what-to-do tips, yard/neighborhood audits, and pet safety information. Additionally, the City will work with the residents to eliminate coyote attractants in the area.
Coyote following or approaching a person without a pet (stalking)	4	The City provides information for the resident to be educated on hazing techniques, what-to-do tips, yard/neighborhood audits, and pet safety information. Additionally, the City will work with residents and local groups to eliminate coyote attractants in the area.
Coyote biting or injuring a human	5	The City informs the California Department of Fish and Wildlife. Residents will receive educational materials on coyote attractants, yard or neighborhood audits, hazing, and pet safety. Additionally, the City would work with the respective Humane Society, the County of Los Angeles, CDFW, elected officials, and its neighboring cities to send out mailers, partner with external stakeholders to host trainings and workshops, conduct a community meeting/town hall, and encourage the cities in the subregion to work with community groups to eliminate coyote attractants.

Other tiered coyote response systems that cities can consider are listed on the following pages as a reference.

City of West Covina's Four-tier Colored Coyote Response System

Coyote Action	Classification	Response
Coyote heard	Unobserved Level Green	Provide educational materials and info on normal coyote behavior
Coyote observed moving in area	Sighting Level Green	Provide education materials and info on normal coyote behavior
Coyote observed resting in area	Sighting Level Green	Educate on hazing techniques, what to do tips
Coyote observed resting in area with people present	Sighting Level Yellow	If area is frequented by people, educate on normal behavior and haze to encourage animal to leave. Look for and eliminate attractants.
Coyote entering a yard without pets	Sighting Level Yellow	Educate on coyote attractants, yard audit, provide hazing info
Coyote entering a yard with pets	Encounter Level Yellow	Educate on coyote attractants, yard audit, hazing info, pet safety
Coyote entering yard and injuring or killing pet w/o people present	Pet Attack Level Orange	Gather info on specific animals involved, report circumstances, educate on coyote attractants, yard/neighborhood audits, hazing, pet safety
Coyote biting or injuring unattended pet/pet on leash longer than 6' with people present	Pet Attack Level Orange	Gather info on specific animals involved, report circumstances, educate on coyote attractants, yard/neighborhood audits, hazing, pet safety
Coyote following or approaching a person w/o pet (Stalking)	Encounter Level Red	Educate on hazing techniques and what to do tips. Removal/euthanasia considered if there is no response from the coyote to aggressive hazing, and there is evidence of recurrence.
Coyote following or approaching a person & pet (Stalking)	Encounter Level Red	Educate on hazing techniques and what to do tips and pet safety. Removal/euthanasia considered if there is no response from the coyote to aggressive hazing, and there is evidence of recurrence.

Coyote entering yard or home with people & pets, no injury occurring	Encounter Level Red	Gather info on specific animals involved, document circumstances, educate on coyote attractants, yard/neighborhood audits, hazing, pet safety. Removal/euthanasia considered depending on specific circumstances.
Coyote biting or injuring attended pet/pet on leash 6' or less	Pet Attack Level Red	Gather info on specific animals involved, document circumstances, educate on coyote attractants, yard/neighborhood audits, hazing, pet safety. City staff will inform the Los Angeles County Department of Agricultural Weights and Measures. Removal/ euthanasia recommended.
Coyote aggressive, showing teeth, back fur raised, lunging, nipping w/o contact	Threat Level Red	Gather info on specific animals involved, report circumstances, educate on coyote attractants, yard/ neighborhood audits, aggressive hazing, pet safety. City staff will inform the Los Angeles County Department of Agricultural Weights and Measures. Removal/euthanasia recommended.
Coyote biting or injuring person	Attack Level Red	Identify and gather information on specific animal involved, report circumstances, educate on coyote attractants, yard/ neighborhood audits, hazing, and pet safety. City staff will inform the Los Angeles County Department of Agricultural Weights and Measures. Removal/euthanasia recommended.

City of San Gabriel's Adopted Coyote Behavior Classification Response System

Coyote Action	Classification	Response
Coyote heard	Observation	Distribute educational materials and information on normal coyote behavior
Coyote seen moving in area	Sighting	Distribute education materials and information on normal coyote behavior
Coyote seen resting in area	Sighting	If area frequented, educate people on normal behavior, haze to encourage animal to leave
Coyote following or approaching a person	Sighting Encounter	Educate on potential hazing techniques, what to do tips and pet management
Coyote following or approaching a person w/o pet	Encounter	Educate on potential hazing techniques, what to do tips and pet management
Coyote entering a yard without pets	Sighting	Educate on coyote attractants, yard audit, hazing information
Coyote entering a yard with pets	Encounter	Educate on coyote attractants, yard audit, hazing information, pet management
Coyote entering yard and injuring or killing pet	Incident	Develop hazing team in area, gather information on specific animals involved, report on circumstances, educate on coyote attractants, yard and neighborhood audits, pet
Coyote entering yard with people & pets, no injury occurring	Encounter	Gather information on specific animals involved, report circumstances, educate on coyote attractants, yard/neighborhood audits, hazing, pet management
Coyote biting or injuring pet on leash	Incident	Gather information on specific animals involved, report circumstances, educate on coyote attractants, yard/ neighborhood audits, hazing, pet
Coyote aggressive, showing teeth, back fur raised, lunging, nipping w/o contact	Incident	Gather information on specific animals involved, report circumstances, educate on coyote attractants, yard/ neighborhood audits, hazing, pet management.
Coyote biting or injuring person	Attack	Identify and gather information on specific animal involved, report circumstances, educate on coyote attractants, yard/ neighborhood audits, hazing, and pet management. If a human is attacked and physically injured by a coyote, City staff will inform the California Department of Fish and Wildlife.

APPENDIX D: EFFECTIVE COYOTE HAZING STRATEGIES

Human behavior can shape animal behavior, in either a negative or positive manner. Residents living in close proximity to coyotes can remove coyote attractants, identify potentially dangerous situations for their pets and themselves, and respond in a manner designed to change coyote behavior. Successful hazing requires community involvement, understanding, and support. Residents should be equipped with tools and knowledge to respond consistently in their own neighborhoods, parks, and open spaces. Hazing should only take place in open spaces if residents are confirmed with an aggressive coyote.

- Hazing is a process whereby individuals make a coyote uncomfortable and choose to leave a situation where their presence is unwanted.
- Basic hazing consists of residents standing their ground, never ignoring or turning their backs to a coyote, and yelling and making unpleasant and frightening noises until the animal chooses to leave.
- More aggressive hazing consists of approaching an animal quickly and aggressively, waving arms, throwing projectiles in the direction of (but not at) the coyote, and spraying with a hose or water gun, all of which are used for creating fear of humans to encourage the animal to leave the vicinity.
- Once the act of hazing began, it must continue until the animal leaves the vicinity. Otherwise, the coyote will learn to wait until the person gives up. Not following through with hazing will create an animal more resistant to hazing instead of reinforcing the image that humans should be avoided.
- Hazing should never injure the animal. An injured animal becomes less predictable versus a normal, healthy one who responds in a consistent and predictable manner to hazing.
- Hazing should allow the coyote to return to its normal habitat in a direction that would minimize harm to the animal. Hazing the animal in the direction of other houses and busy streets should be avoided.
- Hazing uses a variety of different hazing tools. This is critical as coyotes can become accustomed to individual items and sounds.
 - Noisemaker: Voice, whistles, air horns, bells, “shaker” cans, pots, pie pans
 - Projectiles: Sticks, small rocks, cans, tennis balls, rubber balls
 - Deterrents: Hoses, spray bottles with vinegar, pepper spray, bear repellent, walking sticks

A common concern with hazing involves potential danger to the hazer. A coyote’s basic nature is very skittish and the nature of the species is what makes this technique successful. A normal, healthy coyote will not escalate a situation with an aggressive person. Hazing is not successful with every species of wild animal because different types of animals have different traits.

It is requested that residents submit a report to the local police department or city government each time they haze a coyote. Reports are most helpful when the following information is included:

- Date, location, time of day, number of coyotes
- Initial coyote behavior, hazing behavior, coyote response
- Effectiveness ratings – i.e. was the method used successful or not

- Tools and techniques used
- Additional details/comments

GENERAL CONSIDERATIONS FOR HAZING COYOTES:

1. Levels of hazing need to be appropriately relevant to the coyote activity.
 - a. Coyotes are best left alone. Residents are encouraged to ignore coyotes if the coyotes ignore them. As with any wild animal, maintaining personal safety should be the primary goal.
 - b. Coyotes are often out late at night when few humans are present. This is a normal and acceptable coyote behavior. Hazing may not be necessary in this situation.

Exceptions: In early stages of hazing, programs should still engage animals. Coyotes that associate danger in the presence of humans under all circumstances will be reinforced to avoid contact.
2. Hazing must be more exaggerated, aggressive, and consistent when first beginning a program of hazing. As coyotes “learn” appropriate responses to hazing, it will take less effort from hazers. **Early in the process, it is extremely common for coyotes not to respond to hazing techniques.** Without a history of hazing, they do not have the relevant context to respond in the desired outcome, which is for them to leave the vicinity.
3. Techniques and tools can be used in the same manner for one or multiple coyotes. Usually there is a dominant coyote in a group who will respond - others will follow its lead. Residents should not ignore, turn their backs, or avoid hazing because there are multiple coyotes instead of a single individual coyote.
4. The more often an individual coyote is hazed by a variety of tools and techniques and a variety of residents, the more effective hazing will be in changing that animal’s future behavior.
5. Hazing must be directly associated with the person involved in the hazing actions. The coyote must be aware of where the potential threat is coming from and identifies the person.
6. Coyotes can and do recognize individual residents and animals in their territories. They can learn to avoid or harass specific individuals in response to behavior of the person and/or pet.
7. Coyotes can be routine in their habits. Identifying their normal habits can help target which habits to change. For example, the coyote patrols the same bike path at the same time in the morning three to five days a week. Hazers should concentrate on that time and place to encourage the animal to adapt its routine to decrease contact with residents.
8. Certain levels of hazing must always be maintained so that future generations of coyotes do not learn or return to unacceptable habits related to habituation to residents.
9. Human behavior must change to support hazing and continued identification and, if necessary, remove possible attractants.
10. Education about exclusion techniques including how to identify and remove attractants, personal responsibility in pet safety, and having reasonable expectations are critical parts of a coyote hazing plan.
11. Coyotes are skittish by nature. Habituated behavior is learned and reinforced by human behavior. As a rule, coyotes do not act aggressively towards aggressive people. The one exception is a sick or injured animal. Engaging a sick or injured animal can result in unpredictable behavior. If this is suspected, residents should not engage and instead remove themselves from the situation, then immediately contact the local police department.

12. Individuals involved in hazing need to be trained in explaining hazing to residents who witness the process. They also need to explain the difference between hazing and harassment of wildlife and goals of appropriate behavior for coexistence.

APPENDIX E: YARD AUDIT CHECKLIST

	No Action Required	Adjustments Required	Recommended Action
FOOD			Never intentionally feed a coyote.
Pet Food			Never feed pets outdoors; store all pet food securely indoors.
Water Sources			Remove water attractants, such as pet water bowls.
Bird Feeders			Remove bird feeders or clean fallen seed to reduce the presence of small mammals that coyotes prefer to eat.
Fallen Fruit			Clean up fallen fruits around trees.
Compost			Do not include meat or dairy among compost contents unless the area is fully enclosed.
BBQ Grills			Clean up food around BBQ grills after each use.
Trash			Secure trash containers with locking lids and place curbside on pickup day. Periodically clean cans to reduce residual odors.
LANDSCAPING			Trim vegetation to reduce hiding places for rodents and coyotes and potential denning sites.
STRUCTURES			Restrict access under decks and sheds, around wood piles, or any other structure that can provide cover or denning sites for coyotes or their prey.
FENCING*			Enclose property with six-foot fence with additional extension or roller top to deter coyotes. Ensure that there are no gaps and that the bottom of the fence extends underground six inches or is fitted with a mesh apron to deter coyotes from digging underneath. *Must comply with local municipal code
PETS			Never leave pets unattended outside. Never allow pets to “play” with coyotes. Fully enclose outdoor pet kennels. Walk pets on a leash no longer than 6 feet in length.

**MEMORANDUM OF AGREEMENT
BETWEEN THE SAN GABRIEL VALLEY COUNCIL OF
GOVERNMENTS AND THE CITY OF MONTEBELLO
FOR PARTICIPATION OF COYOTE MANAGEMENT IMPLEMENTATION PLAN**

This Memorandum of Agreement ("MOA" or "Agreement") is made as of October 23, 2019 by and between the City of Montebello, a municipal corporation ("City"), and the San Gabriel Valley Council of Governments, a California joint powers authority ("SGVCOG"). City and SGVCOG may be referred to herein collectively as the "Parties" or individually as a "Party."

RECITALS:

- A. SGVCOG was established to have a unified voice to maximize resources and advocate for regional and member interests to improve the quality of life in the San Gabriel Valley by the member cities and other local governmental agencies.
- B. City seeks to participate in a Coyote Management Implementation Plan that was developed by the SGVCOG Coyote Management Task Force.
- C. Under the Coyote Management Implementation Plan, SGVCOG would serve as an entity to provide informational coyote public outreach and education efforts, promote effective human-coyote conflict mitigation strategies, and support a robust wildlife reporting and response mechanism on behalf of City.
- D. City and SGVCOG desire to set forth the terms of their ongoing collaboration with respect to this effort in this MOA.

NOW, THEREFORE, the Parties agree as follows:

I. TERM:

The term of this MOA between the Parties shall commence on November 1, 2019 and shall continue through October 31, 2021. The term of this MOA may be extended by mutual written agreement of the Parties.

II. RESPONSIBILITIES OF THE PARTIES:

A. SGVCOG.

SGVCOG will:

- 1. Coordinate and implement community meetings/trainings every year. SGVCOG will diligently market the community meetings/trainings prior to the event dates; however, attendance levels are not guaranteed.
- 2. Conduct youth outreach and education programs for local schools.
- 3. Coordinate to send mailers to neighborhoods with high numbers of

human-coyote encounters and incidents.

4. Manage a website or webpage that contains important and helpful information for residents and businesses regarding coyotes.
5. Maintain an online regional coyote incident reporting system for residents of City.
6. Develop and maintain a regional coyote reporting hotline.
7. Coordinate with the California Department of Fish and Wildlife, the County of Los Angeles, and other relevant external stakeholders on regional coyote management efforts.
8. Provide electronic files of coyote marketing and outreach materials.
9. Manage all invoicing and billing.
10. Submit two invoices to the City, for a not to exceed total of \$20,000 over the span of two consecutive years as follows:
 - The payment of the first invoice will be due within forty-five (45) days upon execution of the agreement for fifty percent (50%), which is \$10,000, of the total amount.
 - The second and final invoice for the remaining \$10,000 amount will be submitted on July 1, 2020 for a total of \$10,000.

B. City.

City will:

1. Participate in coordination calls and meetings with the SGVCOG and all municipalities that have entered into a Memorandum of Agreement with the SGVCOG for the Coyote Management Implementation Plan for the November 1, 2019 through October 31, 2021 term.
2. Provide a point-of-contact for the purposes of this Agreement with the name, title, and contact information of the individual. If the point-of-contact is reassigned or no longer with the City, a new point-of-contact must be designated within five (5) business days.
3. Assist with the coordination of coyote town halls, community meetings, coyote management workshops, conflict trainings, mailers, social media outreach, and youth outreach and education programs.
4. Provide a municipal meeting space or venue for events and activities within the City of Montebello related to this MOA and other events within the City that are related to the Coyote Management Implementation Plan.
5. Pay all undisputed invoices submitted by SGVCOG within forty-five (45) days of receipt by City.

III. **PROJECT MANAGEMENT:**

A. Project Managers.

1. For the purposes of this MOA, SGVCOG designates the following individual as its Project Manager: Alexander Fung, Management

- Analyst.
2. For the purposes of this MOA, the City designates the following individual as its Project Manager: David Sosnowski

Either Party may change the designations set forth herein upon written notice to the other Party.

IV. DEFAULT: REMEDIES:

- A. Default. A "Default" under this MOA is defined as any one or more of the following: (i) failure of either Party to comply with the terms and conditions contained in this MOA; and/or (ii) failure of either Party to perform its obligations set forth herein satisfactorily.
- B. Remedies. In the event of a Default by either Party, the non-defaulting Party will provide a written notice of such Default and thirty (30) days to cure the Default. In the event that the defaulting Party fails to cure the Default, or commit to cure the Default and commence the same within such 30-day period and to the satisfaction of the non-defaulting Party, the non-defaulting Party may terminate this MOA. Such termination shall be effective immediately. The remedies described herein are non-exclusive. In the event of a Default by either Party, the non-defaulting Party shall have the right to seek any and all remedies available at law or in equity.

V. TERMINATION:

- A. This MOA may be terminated by either Party at any time, with or without cause, by providing written notice of termination to the other Party. Such termination will be effective thirty (30) days after such notice is received.
- B. If City terminates this MOA prior to the completion of the Coyote Management Implementation Plan when SGVCOG has not committed a Default, SGVCOG will invoice City for any costs incurred that exceed the amount initially included in the initial invoice. Total billable cost shall not exceed the total project budget.

VI. INDEMNIFICATION:

- A. City agrees to defend, indemnify, and hold free and harmless the SGVCOG, its elected and appointed boards, officials, officers, agents, employees, members, and volunteers, at City's sole expense, from and against any and all claims, actions, suits, or other legal proceedings brought against the SGVCOG, its elected and appointed boards, officials, officers, agents, employee members, and volunteers arising out of or relating to the acts or omissions of City in connection with this Agreement.

- B. SGVCOG agrees to defend, indemnify, and hold free and harmless the City, its elected officials, officers, agents, employees, and volunteers, at SGVCOG's sole expense, from and against any and all claims, actions, suits, or other legal proceedings brought against the City, its elected officials, officers, agents, employees, and volunteers arising out of or relating to the acts or omissions of SGVCOG in connection with this Agreement.

VII. INSURANCE:

- A. City and SGVCOG shall maintain and keep in full force and effect during the term of this MOA insurance or a program of self-insurance against claims for injuries to persons or damages to property which may arise in connection with City's or SGVCOG's performance of its obligations hereunder.

VIII. OTHER TERMS AND CONDITIONS:

- A. Notices. All notices required or permitted to be given under this Agreement shall be in writing and shall be personally delivered, or sent by electronic mail or certified mail, postage prepaid and return receipt requested, addressed as follows:

To SGVCOG: Alexander Fung
Management Analyst
1000 S. Fremont Avenue, Unit 42
Building A-10N, Suite 10-210
Alhambra, CA 91803
(626) 457-1800
kward@sgvcog.org

with a copy to: Marisa Creter
Executive Director
1000 S. Fremont Avenue, Unit 42
Building A-10N, Suite 10-210
Alhambra, CA 91803
(626) 457-1800
mcreter@sgvcog.org

To City: Rene Bobadilla
City Manager
1600 W. Beverly Blvd.
Montebello, CA 90640
(323) 887-1200
Rbobadilla@cityofmontebello.com

- B. No Partnership. This Agreement is not intended to be, and shall not be construed as, an agreement to form a partnership, agency relationship, or a joint venture between the Parties. Except as otherwise specifically provided in the Agreement, neither Party shall be authorized to act as an agent of or otherwise to represent the other Party.
- C. Entire Agreement. This Agreement constitutes the entire understanding between the Parties with respect to the subject matter herein and supersedes any and all other prior writings and oral negotiations. This Agreement may be modified only in writing, and signed by the Parties in interest at the time of such modification.
- D. Governing Law. This Agreement shall be governed by and construed under California law and any applicable federal law without giving effect to that body of laws pertaining to conflict of laws. In the event of any legal action to enforce or interpret this Agreement, the Parties hereto agree that the sole and exclusive venue shall be a court of competent jurisdiction located in Los Angeles County, California.
- E. Attorneys' Fees. In the event that there is any litigation or other legal proceeding between the Parties in connection with this Agreement, each Party shall bear its own costs and expenses, including attorneys' fees.
- F. Excusable Delays. Neither Party hereto shall be considered in default in the performance of its obligations hereunder to the extent that the performance of any such obligation is prevented or delayed by unforeseen causes including acts of God, floods, earthquakes, fires, acts of a public enemy, and government acts beyond the control and without fault or negligence of the affected Party. Each Party hereto shall give notice promptly to the other of the nature and extent of any such circumstances claimed to delay, hinder, or prevent performance of any obligations under this Agreement.
- G. Waiver. Waiver by any Party to this Agreement of any term, condition, or covenant of this Agreement shall not constitute a waiver of any other term, condition, or covenant. No waiver of any provision of this Agreement shall be effective unless in writing and signed by a duly authorized representative of the Party against whom enforcement of a waiver is sought.
- H. Headings. The section headings contained in this Agreement are for convenience and identification only and shall not be deemed to limit or define the contents to which they relate.
- I. Assignment. Neither Party may assign its interest in this Agreement, or any part thereof, without the prior written consent of the other Party. Any

assignment without consent shall be void and unenforceable.

- J. Severability. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.
- K. Authority to Execute. The person executing this Agreement on behalf of a Party warrant that they are duly authorized to execute this Agreement on behalf of said Party, and that by doing so the said Party is formally bound to the provisions of this Agreement.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the day and year first above written.

FOR THE CITY OF MONTEBELLO

FOR THE SAN GABRIEL VALLEY
COUNCIL OF GOVERNMENTS

By: _____
Rene Bobadilla
City Manager

By: _____
Marisa Creter
Executive Director

Date: _____

Date: _____

ATTEST:

ATTEST:

City Clerk

Marisa Creter, Secretary

APPROVED AS TO FORM:

APPROVED AS TO FORM:

Arnold Alvarez Glasman
City Attorney

General Counsel



City of Montebello

Marisa Creter
Executive Director
San Gabriel Valley Council of Governments
1000 S. Fremont Avenue, Unit 42
Alhambra, CA 91803

Via E-mail: afung@sgvcog.org

RE: Statement of Interest to Participate in Coyote Management Implementation Plan

Dear Ms. Creter,

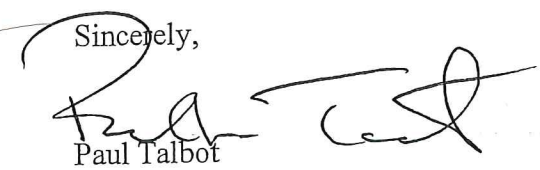
The City of Montebello (City) is writing to express interest in participating in San Gabriel Valley Council of Governments' (SGVCOG) Coyote Management Implementation Plan.

The City intends to receive the following services that were included in SGVCOG's Coyote Management Implementation Plan in exchange of \$10,000/year for two years:

- Town Hall and Community Meetings;
- Coyote Management Workshops and Conflicts Training;
- Youth Outreach and Education Programs;
- Mailers and Social Media Outreach;
- Website and Coyote Incident Reporting System; and,
- Coyote Reporting Hotline.

We fully support the goals and objectives of this proposal and we look forward to be working with SGVCOG staff to carry out the Coyote Management Implementation Plan.

Sincerely,


Paul Talbot
Interim City Manager

CITY OF MONTEBELLO
CITY COUNCIL AGENDA STAFF REPORT

TO: Honorable Mayor and City Council Members

FROM: René Bobadilla, City Manager

SUBJECT: FUTURE MEETING CANCELLATIONS

DATE: October 23, 2019

RECOMMENDATION

It is recommended that the City Council adopt a Resolution canceling on an annual basis, the first City Council meeting in July and the second City Council meetings in November and December each calendar year.

BACKGROUND / ANALYSIS

Over the years, it has been the practice of the City Council to cancel one meeting in the summer and the second meetings in November and December due to holidays. Staff recommends adopting a Resolution that cancels upcoming meetings to provide consistency, give public notification in a timely matter, and allow staff to take time for summer vacations and accommodate annual holiday schedules.

With no set procedure in place, staff currently seeks City Council approval for each meeting that the City Council goes dark. The adoption of this Resolution would not prohibit a special meeting from being called if there is a need to conduct City business during these time periods. Staff recommends canceling the first meeting in July and the second meetings in November and December.

Adoption of the attached Resolution would formalize City procedure and provide the community and City staff with ample time to plan accordingly.

FISCAL IMPACT

There is no fiscal impact directly associated with the recommended action.

SUMMARY

That the City Council adopt a Resolution canceling on an annual basis, the first City Council meeting in July and the second City Council meetings in November and December.

ATTACHMENTS

Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEBELLO,
CALIFORNIA CANCELING ON AN ANNUAL BASIS CITY COUNCIL MEETINGS ON
THE FIRST WEEK OF JULY AND THE SECOND MEETINGS OF NOVEMBER AND
DECEMBER**

WHEREAS, the City Council wishes to honor future summer vacations and holiday schedules, cancel certain City Council meetings to avoid conflicts, and place the public on notice of the cancellation of such meetings.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

SECTION 1. The City of Montebello's regularly scheduled City Council meetings on the first week of July and the second weeks of November and December for each calendar year are hereby canceled effective from the date of this resolution and ongoing until this resolution is rescinded, amended or modified.

SECTION 2. That the City Clerk shall certify to the adoption of this Resolution by the City Council, and it shall thereupon be in full force and effect upon its execution.

PASSED, APPROVED AND ADOPTED THIS 23rd DAY OF OCTOBER, 2019.

Jack Hadjinian, Mayor

ATTEST:

APPROVED AS TO FORM:

Irma Barajas, City Clerk

Arnold M. Alvarez-Glasman, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF MONTEBELLO)

I, Irma Barajas, City Clerk of the City of Montebello, do hereby certify that the foregoing City Council Resolution No. _____ was duly and regularly approved and adopted by the City Council of the City of Montebello at their meeting held on the 11th day of September, 2019, as approved by law by the following vote:

AYES:

NOES:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of said City on the _____ day of _____, 2019.

IRMA BARAJAS, City Clerk

CITY OF MONTEBELLO

CITY COUNCIL AGENDA STAFF REPORT

TO: Honorable Mayor and City Council Members

FROM: René Bobadilla, City Manager

BY: Bob Franco, Director of Human Resources

SUBJECT: **Approve the Resolution Establishing Holidays for Employees in the City's Service for Calendar Year 2020**

DATE: October 23, 2019

RECOMMENDATION

It is recommended that the City Council approve the Resolution establishing twelve holidays for employees in the City's service for the next calendar year commencing January 1, 2020 to December 31, 2020 in accordance with Section 2.60.340(A) of the City of Montebello's Municipal Code.

BACKGROUND

In accordance with the City of Montebello Municipal Code Section 2.60.340(A), staff presents a Resolution to the City Council each year to establish a holidays schedule to be recognized by the City. The holiday schedule applies to those employees on the traditional vacation, sick, and holiday system.

SUMMARY

The City Council will consider the approval and authorizing the Resolution establishing holidays for employees in the City's service for the next calendar year commencing January 1, 2020 to December 31, 2020. There is no fiscal impact to approve this City holiday resolution for the calendar year 2020.

ATTACHMENT

Resolution to Establish City of Montebello Holidays for Calendar Year 2020.

RESOLUTION NO. 19-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEBELLO ESTABLISHING HOLIDAYS FOR EMPLOYEES IN THE CITY'S SERVICE FOR CALENDAR YEAR COMMENCING JANUARY 1, 2020 AND ENDING DECEMBER 31, 2020

**THE CITY COUNCIL OF THE CITY OF MONTEBELLO DOES RESOLVE
AS FOLLOWS:**

SECTION 1. That the City Council of the City of Montebello having previously studied and deliberated upon the holidays to be observed by the City of Montebello has determined that the following dates shall be observed holidays for the calendar year commencing January 1, 2020, and ending December 31, 2020, in accordance with Section 2.60.340(A) of the Montebello Municipal Code:

DATE	HOLIDAY
January 1	New Year's Day
January 20	Martin Luther King Jr. Day
February 17	President's Day
April 24	Armenian Genocide Remembrance Day
May 25	Memorial Day
July 4	Independence Day
September 7	Labor Day
November 11	Veterans' Day
November 26	Thanksgiving Day
November 27	Day After Thanksgiving
December 25	Christmas Day

SECTION 2. That the City Council of the City of Montebello, has determined to grant a total of twelve (12) days of holiday time to those employees on the traditional vacation, sick, and holiday system, in accordance with Section 2.60.340(C) and (E) of the Montebello Municipal Code. The twelfth day will be considered a floating holiday to be determined by the employees on the traditional vacation, sick, and holiday system.

SECTION 3. That the City Clerk shall certify to the adoption of this resolution and distribute copies to all department heads, and that the same shall be in full force and effect.

ADOPTED and APPROVED this 23rd day of October 2019

Jack Hadjinian, Mayor

ATTEST:

APPROVED AS TO FORM:

Irma Barajas, City Clerk

Arnold M. Alvarez-Glasman, City Attorney



City of Montebello

DATE: October 23, 2019

TO: Honorable Mayor and City Council

FROM: Robert Mescher, Director of Finance

SUBJECT: Monthly Investment Reports – September 2019

A handwritten signature in blue ink, appearing to be "R. Mescher", is written over the "FROM:" line.

Attached are the Monthly Investment Reports listing cash and investments of the City and the Successor Agency as of September 30, 2019. This report is in compliance with the City's Investment policy. Government Code Section 53646b(3) requires that the City Treasurer or Chief Fiscal Officer of the City report to its legislative body the City's ability to meet its expenditure requirements for the next six months. We estimate that the City will have sufficient liquidity and revenue to meet its expenditure requirements during the next six months.

Beginning this month, the investment portfolio reports include the cash balances, so that the grand total of the portfolios equals the total cash and investments on the Monthly Cash Report for all accounts. Additionally, the Housing Agency balance is now separated from the Successor Agency balance.

CITY OF MONTEBELLO
MONTHLY CASH REPORT (ALL ACCOUNTS)
BALANCE AS OF SEPTEMBER 30, 2019

BANK OF THE WEST

Account Number	Account Name	9/30/19	Type	Purpose
1 XXXX-XX770	Housing Successor Agency of the City of Montebello	\$1,675,952.82	H	Checking (\$566,112.73 Due to Successor Agency)
2 XXXX-XX093	Successor Agency of the City of Montebello	\$631,347.97	S	Checking (\$566,112.73 Due From Housing Successor Agency)
3 XXXX-71041	City of Montebello	\$544,661.39	G	Checking Account (Recreation On-line payments)
4 XXXX-00184	City of Montebello - FSA	\$14,596.18	T	Checking Account (Flexible Spending Account)
5 XXXX-XX079	Liability Account	\$39,425.54	G	Disbursement of Liability Checks
6 XXXX-XX331	General	\$6,252,242.49	G	Disbursement of City issued checks (AP/Payroll)
7 XXXX-XX554	Workers' Compensation	\$96,395.38	G	Disbursement of Workers Compensation Checks
8 XXXX-XX287	Trust & Agency	\$1,318,731.41	T	Holding Account
9 XXXX-XX803	Police Retiree Health Account	\$782,776.24	T	Interest Checking;T&A Holding Acct 1% per MOU
10 XXXX-XX267	Payroll	\$0.00	G	Checking Account;Process checks for Payroll
11 XXXX-XX362	Fire Retiree Health Account	\$321,199.19	T	Interest Checking;T&A Holding Acct 1% per MOU
		<u>\$11,677,328.61</u>		

STATE OF CALIFORNIA

Account Number	Account Name	9/30/19	Type	Purpose
1 XX-XX-551	General	\$29,704,576.77	G	Invest Idle Cash
2 XX-XX-068	Successor Agency City of Mtb for Mtb RDA	\$9,337,368.53	S	Invest Idle Cash
		<u>\$39,041,945.30</u>		

EAST WEST BANK

Account Number	Account Name	9/30/19	Type	Purpose
1 CD	Certificate of Deposit (5/17/19 - 5/16/20)	\$250,000.00	G	Investment
		<u>\$250,000.00</u>		

F&A FEDERAL CREDIT UNION

Account Number	Account Name	9/30/19	Type	Purpose
1 XXXX30	Savings Account	\$5.38	G	Interest Savings Account
2 CD	Certificate of Deposit (4/27/19 - 4/26/20)	\$269,567.23	G	Investment
		<u>\$269,572.61</u>		

FOREST AREA FEDERAL CREDIT UNION

Account Number	Account Name	9/30/19	Type	Purpose
1 CD	Certificate of Deposit (6/20/19-6/19/20)	\$250,000.00	G	Investment
		<u>\$250,000.00</u>		

JEEP COUNTRY FEDERAL CREDIT UNION

Account Number	Account Name	9/30/19	Type	Purpose
1 CD	Certificate of Deposit (5/23/19-5/22/20)	\$249,000.00	G	Investment
		<u>\$249,000.00</u>		

ST. VINCENT'S MEDICAL FEDERAL CREDIT UNION

Account Number	Account Name	9/30/19	Type	Purpose
1 CD	Certificate of Deposit (4/2/19 - 4/2/20)	\$249,000.00	G	Investment
		<u>\$249,000.00</u>		

UNITED FEDERAL CREDIT UNION

Account Number	Account Name	9/30/19	Type	Purpose
1 CD	Certificate of Deposit (7/25/19 - 7/24/20)	\$250,000.00	G	Investment
		<u>\$250,000.00</u>		

PACIFIC PREMIER BANK/PLAZA BANK

Account Number	Account Name	9/30/19	Type	Purpose
1 XXXXXX181	Money Market Fund	\$4,666,731.48	G	Investment
		<u>\$4,666,731.48</u>		

FIRST MERCANTILE TRUST

Account Number	Account Name	9/30/19	Type	Purpose
XXX-XX-X746	CORPORATE ACCOUNT	\$13.29	M	401 a(h) employee benefit
XXX-XX-X999	TRUST ACCOUNT	\$13,520.60	M	401 a(h) employee benefit
		<u>\$13,533.89</u>		
	Total General Cash/Investments	\$42,821,605.66	G	General
	Total SA Cash/Investments	\$9,968,716.50	S	Successor Agency
	Total HSA Cash/Investments	\$1,675,952.82	H	Housing Successor Agency
	Total T&A Cash/Investments	\$2,437,303.02	T	Trust & Agency
	Total Trustee Cash	\$13,533.89	M	401 a(h) Trust Accounts
	Total Cash/Investments	<u>\$56,917,111.89</u>		

CITY OF MONTEBELLO
Portfolio Management
Portfolio Summary
September 30, 2019

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
Certificates of Deposit - Bank	250,000.00	250,000.00	250,000.00	0.70	365	228	2.318	2.350
Certificates of Deposit - CU	1,267,567.23	1,267,567.23	1,267,567.23	3.53	365	237	2.325	2.357
Local Agency Investment Funds	29,704,576.77	29,704,576.77	29,704,576.77	82.77	1	1	2.219	2.250
Savings Accounts	4,666,736.86	4,666,736.86	4,666,736.86	13.00	1	1	2.415	2.449
Investments	35,888,880.86	35,888,880.86	35,888,880.86	100.00%	16	11	2.249	2.280
Cash								
Passbook/Checking (not included in yield calculations)	6,932,724.80	6,932,724.80	6,932,724.80		1	1	0.000	0.000
Total Cash and Investments	42,821,605.66	42,821,605.66	42,821,605.66		16	11	2.249	2.280
Total Earnings	September 30 Month Ending	Fiscal Year To Date						
Current Year	68,928.08	214,872.39						
Average Daily Balance	46,261,617.20	39,242,591.92						
Effective Rate of Return	1.81%	2.17%						

Reporting period 09/01/2019-09/30/2019

Run Date: 10/10/2019 - 08:58

Portfolio GEN
CP
PM (PRF_PM1) 7.3.0
Report Ver. 7.3.6.1

CITY OF MONTEBELLO
Portfolio Management
Portfolio Details - Investments
September 30, 2019

Page 1

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	S&P	YTM 365	Days to Maturity	Maturity Date
Certificates of Deposit - Bank												
26	26	EAST WEST BANK		05/17/2019	250,000.00	250,000.00	250,000.00	2.350		2.350	228	05/16/2020
		Subtotal and Average	250,000.00		250,000.00	250,000.00	250,000.00			2.350	228	
Certificates of Deposit - CU												
25	25	F&A FEDERAL CREDIT UNION		04/27/2019	269,567.23	269,567.23	269,567.23	2.200		2.200	208	04/26/2020
28	28	FOREST AREA CREDIT UNION		06/20/2019	250,000.00	250,000.00	250,000.00	2.350		2.350	262	06/19/2020
27	27	JEEP COUNTRY FCU		05/23/2019	249,000.00	249,000.00	249,000.00	2.400		2.400	234	05/22/2020
29	29	UNITED FEDERAL CREDIT UNION		07/25/2019	250,000.00	250,000.00	250,000.00	2.300		2.300	297	07/24/2020
24	24	ST. VINCENT'S MEDICAL FCU		04/02/2019	249,000.00	249,000.00	249,000.00	2.550		2.550	184	04/02/2020
		Subtotal and Average	1,267,567.23		1,267,567.23	1,267,567.23	1,267,567.23			2.357	237	
Local Agency Investment Funds												
SYS200	200	STATE OF CALIFORNIA			29,704,576.77	29,704,576.77	29,704,576.77	2.250		2.250	1	
		Subtotal and Average	29,704,576.77		29,704,576.77	29,704,576.77	29,704,576.77			2.250	1	
Savings Accounts												
697530	500	F&A FEDERAL CREDIT UNION			5.38	5.38	5.38	0.500		0.500	1	
950516181	600	PACIFIC PREMIER/PLAZA BANK			4,666,731.48	4,666,731.48	4,666,731.48	2.449		2.449	1	
		Subtotal and Average	4,666,736.86		4,666,736.86	4,666,736.86	4,666,736.86			2.449	1	
		Total and Average	46,261,517.20		35,888,880.86	35,888,880.86	35,888,880.86			2.280	11	

Portfolio GEN
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CITY OF MONTEBELLO
Portfolio Management
Portfolio Details - Cash
September 30, 2019

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	S&P	YTM 365	Days to Maturity
Checking Accounts											
100	100	BANK OF THE WEST		08/31/2019	6,932,724.80	6,932,724.80	6,932,724.80			0.000	1
		Average Balance	0.00								1
		Total Cash and Investments	46,261,617.20		42,821,605.66	42,821,605.66	42,821,605.66			2.280	11

CITY OF MONTEBELLO
Portfolio Management
Portfolio Details with Earnings - Investments
September 30, 2019

Page 1

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Current Rate	Days To Maturity	YTM	Accrued Interest	Unrealized Gain/Loss	Maturity Date
Certificates of Deposit - Bank													
26	26	EW		05/17/2019	250,000.00	250,000.00	250,000.00	2.350	228	2.350	442.64	0.00	05/16/2020
	Subtotal and Average		250,000.00		250,000.00	250,000.00	250,000.00	2.350	228	2.350	442.64	0.00	
Certificates of Deposit - CU													
25	25	F&A		04/27/2019	269,567.23	269,567.23	269,567.23	2.200	208	2.200	4.34	0.00	04/26/2020
28	28	FOREST		06/20/2019	250,000.00	250,000.00	250,000.00	2.350	262	2.350	177.06	0.00	06/19/2020
27	27	JEEP		05/23/2019	249,000.00	249,000.00	249,000.00	2.400	234	2.400	491.18	0.00	05/22/2020
29	29	UNITED		07/25/2019	250,000.00	250,000.00	250,000.00	2.300	297	2.300	456.84	0.00	07/24/2020
24	24	VIN		04/02/2019	249,000.00	249,000.00	249,000.00	2.550	184	2.550	521.88	0.00	04/02/2020
	Subtotal and Average		1,267,567.23		1,267,567.23	1,267,567.23	1,267,567.23	2.357	237	2.357	1,651.30	0.00	
Local Agency Investment Funds													
SYS200	200	LAIF			29,704,576.77	29,704,576.77	29,704,576.77	2.250	1	2.250	176,314.71	0.00	
	Subtotal and Average		29,704,576.77		29,704,576.77	29,704,576.77	29,704,576.77	2.250	1	2.250	176,314.71	0.00	
Savings Accounts													
697530	500	F&A			5.38	5.38	5.38	0.500	1	0.500	0.36	0.00	
950516181	600	PLAZA			4,666,731.48	4,666,731.48	4,666,731.48	2.449	1	2.449	9,404.04	0.00	
	Subtotal and Average		4,666,736.86		4,666,736.86	4,666,736.86	4,666,736.86	2.449	1	2.449	9,404.40	0.00	
	Total and Average		46,261,617.20		35,888,880.86	35,888,880.86	35,888,880.86	2.280	11	2.280	187,813.05	0.00	

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CITY OF MONTEBELLO
Portfolio Management
Activity Summary

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September 2018 through September 2019

Month End	Year	Number of Securities	Total Invested	Yield to Maturity		Managed Pool Rate	Number of Investments Purchased	Number of Investments Redeemed	Average Term	Average Days to Maturity
				360 Equivalent	365 Equivalent					
September	2018	7	24,404,377.01	2.051	2.079	2.090	0	0	16	10
October	2018	7	20,332,634.39	2.137	2.166	2.170	0	0	19	11
November	2018	7	18,932,634.39	2.213	2.243	2.260	0	0	20	10
December	2018	7	27,932,634.39	2.277	2.308	2.320	0	0	14	6
January	2019	7	35,021,771.57	2.347	2.379	2.390	0	0	12	4
February	2019	7	35,021,771.57	2.357	2.389	2.390	0	0	12	3
March	2019	7	35,021,771.57	2.404	2.437	2.440	0	0	12	2
April	2019	9	35,201,261.41	2.421	2.455	2.450	2	2	12	7
May	2019	9	35,450,261.41	2.423	2.457	2.450	2	1	14	11
June	2019	9	35,700,261.41	2.393	2.426	2.410	1	0	16	12
July	2019	10	35,888,880.86	2.357	2.390	2.370	1	1	16	13
August	2019	9	35,888,880.86	2.313	2.345	2.320	0	0	16	12
September	2019	10	35,888,880.86	2.249	2.280	2.250	0	0	16	11
Average		8	31,591,232.44	2.303%	2.335%	2.332	0	0	15	9

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CITY OF MONTEBELLO
Portfolio Management
Distribution of Investments By Type
September 2018 through September 2019

Page 1

Security Type	September 2018	October 2018	November 2018	December 2018	January 2019	February 2019	March 2019	April 2019	May 2019	June 2019	July 2019	August 2019	September 2019	Average by Period
Certificates of Deposit - Bank	1.0	1.2	1.3	0.9	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.8%
Certificates of Deposit - CU	3.1	3.8	4.0	2.7	2.2	2.2	2.2	2.2	2.9	3.6	3.5	3.5	3.5	3.0%
Local Agency Investment Funds	76.7	72.1	70.0	79.7	83.8	83.8	83.8	83.9	83.3	82.7	82.8	82.8	82.8	80.6%
Money Market Funds														
Commercial Paper Disc. -At Cost														
Federal Agency Issues Disc.-At Cost														
Treasury Discounts -At Cost														
Miscellaneous Discounts -At Cost														
Savings Accounts	19.1	23.0	24.7	16.7	13.3	13.3	13.3	13.3	13.2	13.1	13.0	13.0	13.0	15.5%
Checking Accounts														

CITY OF MONTEBELLO
Portfolio Management
Interest Earnings Summary
September 30, 2019

Page 1

	September 30 Month Ending	Fiscal Year To Date
CD/Coupon/Discount Investments:		
Interest Collected	3,031.65	8,771.96
Plus Accrued Interest at End of Period	2,093.94	2,093.89
Less Accrued Interest at Beginning of Period	(2,186.74)	(1,828.72)
Less Accrued Interest at Purchase During Period	(0.00)	(0.00)
Interest Earned during Period	2,938.85	9,037.13
Adjusted by Capital Gains or Losses	0.00	0.00
Earnings during Periods	2,938.85	9,037.13
Pass Through Securities:		
Interest Collected	0.00	0.00
Plus Accrued Interest at End of Period	0.00	0.00
Less Accrued Interest at Beginning of Period	(0.00)	(0.00)
Less Accrued Interest at Purchase During Period	(0.00)	(0.00)
Interest Earned during Period	0.00	0.00
Adjusted by Premiums and Discounts	0.00	0.00
Adjusted by Capital Gains or Losses	0.00	0.00
Earnings during Periods	0.00	0.00
Cash/Checking Accounts:		
Interest Collected	9,870.32	218,265.11
Plus Accrued Interest at End of Period	185,719.11	185,719.11
Less Accrued Interest at Beginning of Period	(129,600.20)	(198,148.96)
Interest Earned during Period	65,989.23	205,835.26
Total Interest Earned during Period	68,928.08	214,872.39
Total Capital Gains or Losses	0.00	0.00
Total Earnings during Period	68,928.08	214,872.39

SUCCESSOR AGENCIES MTB
Portfolio Management
Portfolio Summary
September 30, 2019

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
Local Agency Investment Funds	9,337,368.53	9,337,368.53	9,337,368.53	100.00	1	1	2.219	2.250
Investments	9,337,368.53	9,337,368.53	9,337,368.53	100.00%	1	1	2.219	2.250

Cash								
Passbook/Checking (not included in yield calculations)	631,347.97	631,347.97	631,347.97		1	1	0.000	0.000
Total Cash and Investments	9,968,716.50	9,968,716.50	9,968,716.50		1	1	2.219	2.250

Total Earnings	September 30	Month Ending	Fiscal Year To Date
Current Year	17,787.05		60,979.10
Average Daily Balance	9,970,110.31		10,463,419.52
Effective Rate of Return	2.17%		2.31%

SUCCESSOR AGENCIES MTB
Portfolio Management
Portfolio Details - Investments
September 30, 2019

Page 1

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	S&P	YTM 365	Days to Maturity	Maturity Date
Local Agency Investment Funds												
SYS100	100	STATE OF CALIFORNIA			9,337,368.53	9,337,368.53	9,337,368.53	2.250		2.250	1	
		Subtotal and Average	9,337,368.53		9,337,368.53	9,337,368.53	9,337,368.53			2.250	1	
		Total and Average	9,970,110.31		9,337,368.53	9,337,368.53	9,337,368.53			2.250	1	

SUCCESSOR AGENCIES MTB

Portfolio Management

Portfolio Details - Cash

September 30, 2019

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	S&P	YTM 365	Days to Maturity
Checking Accounts											
200	200	BANK OF THE WEST		08/31/2019	631,347.97	631,347.97	631,347.97			0.000	1
		Average Balance	0.00								1
		Total Cash and Investments	9,970,110.31		9,968,716.50	9,968,716.50	9,968,716.50			2.250	1

SUCCESSOR AGENCIES MTB
Portfolio Management
Portfolio Details with Earnings - Investments
September 30, 2019

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Current Rate	Days To Maturity	YTM	Accrued Interest	Unrealized Gain/Loss	Maturity Date
Local Agency Investment Funds													
SYS100	100	LAIF			9,337,368.53	9,337,368.53	9,337,368.53	2.250	1	2.250	61,025.51	0.00	
		Subtotal and Average	9,337,368.53		9,337,368.53	9,337,368.53	9,337,368.53	2.250	1	2.250	61,025.51	0.00	
		Total and Average	9,970,110.31		9,337,368.53	9,337,368.53	9,337,368.53	2.250	1	2.250	61,025.51	0.00	

SUCCESSOR AGENCIES MTB

Portfolio Management

Activity Summary

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September 2018 through September 2019

Month End	Year	Number of Securities	Total Invested	Yield to Maturity		Managed Pool Rate	Number of Investments Purchased	Number of Investments Redeemed	Average Term	Average Days to Maturity
				360 Equivalent	365 Equivalent					
September	2018	1	4,223,624.95	2.061	2.090	2.090	0	0	1	1
October	2018	1	4,257,246.18	2.140	2.170	2.170	0	0	1	1
November	2018	1	4,257,246.18	2.229	2.260	2.260	0	0	1	1
December	2018	1	4,257,246.18	2.288	2.320	2.320	0	0	1	1
January	2019	1	4,282,962.08	2.357	2.390	2.390	0	0	1	1
February	2019	1	4,282,962.08	2.357	2.390	2.390	0	0	1	1
March	2019	1	4,282,962.08	2.407	2.440	2.440	0	0	1	1
April	2019	1	4,309,828.36	2.416	2.450	2.450	0	0	1	1
May	2019	1	4,309,828.36	2.416	2.450	2.450	0	0	1	1
June	2019	1	4,309,828.36	2.377	2.410	2.410	0	0	1	1
July	2019	1	14,337,368.53	2.338	2.370	2.370	0	0	1	1
August	2019	1	9,337,368.53	2.288	2.320	2.320	0	0	1	1
September	2019	2	9,337,368.53	2.219	2.250	2.250	0	0	1	1
Average		1	5,829,680.03	2.300%	2.332%	2.332	0	0	1	1

Portfolio SA

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Report Ver. 7.3.6.1

SUCCESSOR AGENCIES MTB

Portfolio Management

Distribution of Investments By Type

September 2018 through September 2019

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Security Type	September 2018	October 2018	November 2018	December 2018	January 2019	February 2019	March 2019	April 2019	May 2019	June 2019	July 2019	August 2019	September 2019	Average by Period
Certificates of Deposit - Bank														
Certificates of Deposit - CU														
Local Agency Investment Funds	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0%
Money Market Funds														
Federal Agency Issues Disc.-At Cost														
Treasury Discounts -At Cost														
Savings Accounts														
Checking Accounts														

SUCCESSOR AGENCIES MTB

Portfolio Management

Interest Earnings Summary

September 30, 2019

	September 30 Month Ending	Fiscal Year To Date
CD/Coupon/Discount Investments:		
Interest Collected	0.00	0.00
Plus Accrued Interest at End of Period	0.00	0.00
Less Accrued Interest at Beginning of Period	(0.00)	(0.00)
Less Accrued Interest at Purchase During Period	(0.00)	(0.00)
Interest Earned during Period	0.00	0.00
Adjusted by Capital Gains or Losses	0.00	0.00
Earnings during Periods	0.00	0.00
Pass Through Securities:		
Interest Collected	0.00	0.00
Plus Accrued Interest at End of Period	0.00	0.00
Less Accrued Interest at Beginning of Period	(0.00)	(0.00)
Less Accrued Interest at Purchase During Period	(0.00)	(0.00)
Interest Earned during Period	0.00	0.00
Adjusted by Premiums and Discounts	0.00	0.00
Adjusted by Capital Gains or Losses	0.00	0.00
Earnings during Periods	0.00	0.00
Cash/Checking Accounts:		
Interest Collected	0.00	27,540.17
Plus Accrued Interest at End of Period	61,025.51	61,025.51
Less Accrued Interest at Beginning of Period	(43,238.46)	(27,586.58)
Interest Earned during Period	17,787.05	60,979.10
Total Interest Earned during Period	17,787.05	60,979.10
Total Capital Gains or Losses	0.00	0.00
Total Earnings during Period	17,787.05	60,979.10

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
MONTEBELLO APPROVING AND ALLOWING CERTAIN CLAIMS AND
DEMANDS**

**THE CITY COUNCIL OF THE CITY OF MONTEBELLO DOES
HEREBY RESOLVE AS FOLLOWS:**

**SECTION 1. That the reference is hereby made to that certain
Register of Audited Demand Nos. 1480, consisting of 10 pages, and
including**

**Warrant No. 585571 through 585788;
Warrant No. 1450 and Warrant No. 1451**

**on file in the office of the City Clerk, the same having been audited and
approved by the Controller as required by law.**

**SECTION 2. That the said City Council having examined each such
demand does hereby approve and direct the payment of same, as set forth
in said Register, except the following Warrant No.**

**SECTION 3. That the City Clerk shall certify to the adoption of this
resolution and thence forth and thereafter the same shall be in full force
and effect.**

APPROVED AND ADOPTED THIS 23rd DAY OF OCTOBER, 2019.

JACK HADJINIAN, Mayor

ATTEST:

IRMA BARAJAS, City Clerk



City of Montebello
Register of Demands No. 1480

From Payment Date: 10/3/19 - To Payment Date: 10/16/19

CHECK #	DATE	AMOUNT	ACCOUNT DESCRIPTION	VENDOR #	VENDOR NAME
4331 - General Account					
585571	10/03/2019	\$220.00	REFUND	1542	MYRA MIRANDA
585572	10/08/2019	\$636.54	UTILITY SERVICES	1732	AT&T CORP.
585573	10/08/2019	\$698.58	UTILITY SERVICES	1732	AT&T CORP.
585574	10/08/2019	\$698.58	UTILITY SERVICES	1732	AT&T CORP.
585575	10/08/2019	\$698.58	UTILITY SERVICES	1732	AT&T CORP.
585576	10/08/2019	\$685.52	UTILITY SERVICES	2257	AIRESPRING INC.
585577	10/08/2019	\$159.70	TRAINING	2534	LETICIA ANTUNA
585578	10/08/2019	\$122.64	SUPPLIES	35980	SAEED RADMEHR/ARTE PRINTING
585579	10/08/2019	\$599.00	UTILITY SERVICES	55830	CHARTER COMMUNICATIONS
585580	10/08/2019	\$599.00	UTILITY SERVICES	55830	CHARTER COMMUNICATIONS
585581	10/08/2019	\$284.68	UTILITY SERVICES	55830	CHARTER COMMUNICATIONS
585582	10/08/2019	\$281.46	CONTRACT SERVICES	36870	CINTAS CORPORATION
585583	10/08/2019	\$8,821.62	TRANSIT CNG SERVICES	52710	CLEAN ENERGY FUELS
585584	10/08/2019	\$77.24	MACHINERY & EQUIPMENTS	26080	L. N. CURTIS & SONS
585585	10/08/2019	\$235.19	CONTRACT SERVICES	40920	DIAMOND ENVIRONMENTAL SERVICES
585586	10/08/2019	\$833.11	UTILITY SERVICES	2467	FUSION CLOUD SERVICES, LLC
585587	10/08/2019	\$102.17	TRAINING	2533	LAURENCE GONG
585588	10/08/2019	\$403.60	TRAINING	271	CANDICE HUOT
585589	10/08/2019	\$194.76	TRAINING	2435	SHYAMALIE JAGODAGE
585590	10/08/2019	\$613.00	CONTRACT SERVICES	750	LIFTECH ELEVATOR SERVICES, INC
585591	10/08/2019	\$1,680.00	CONTRACT SERVICES	2410	LOS ANGELES COUNTY
585592	10/08/2019	\$14,202.50	POLICE RELATED FEES	692	LOS ANGELES COUNTY SUPERIOR COURT
585593	10/08/2019	\$100.00	SUPPLIES	737	LUIS MARTINEZ
585594	10/08/2019	\$20,167.82	UTILITY SERVICES	4760	MONTEBELLO LAND & WATER CO.



City of Montebello
Register of Demands No. 1480

From Payment Date: 10/3/19 - To Payment Date: 10/16/19

CHECK #	DATE	AMOUNT	ACCOUNT DESCRIPTION	VENDOR #	VENDOR NAME
585595	10/08/2019	\$168.97	VEHICLE MAINTENANCE/EXPENSES	54300	SHAK ENTERPRISES, INC./MONTEBELLO TIRE PROS
585596	10/08/2019	\$15,400.00	PARADE SERVICES	2242	PAGEANTRY PARADES
585597	10/08/2019	\$31.45	UTILITY SERVICES	100	PICO WATER DISTRICT
585598	10/08/2019	\$84,555.10	UTILITY SERVICES	14730	SAN GABRIEL VALLEY WATER CO.
585599	10/08/2019	\$9,035.97	SAFETY HEADSETS	2522	SIGTRONICS CORPORATION
585600	10/08/2019	\$4,840.89	UTILITY SERVICES	45630	SOUTHERN CALIFORNIA EDISON
585601	10/08/2019	\$282.91	CONTRACT SERVICES	57140	UNDERGROUND SERVICE ALERT OF SOUTHERN CA
585602	10/10/2019	\$210.00	VEHICLE MAINTENANCE/EXPENSES	72040	ALFONSO TIRES & REPAIRS, INC.
585603	10/10/2019	\$553.36	UTILITY SERVICES	38380	AT&T
585604	10/10/2019	\$451.82	UTILITY SERVICES	39550	AT&T
585605	10/10/2019	\$78.76	UTILITY SERVICES	39550	AT&T
585606	10/10/2019	\$1,714.44	UTILITY SERVICES	47580	CALIFORNIA WATER SERVICE COMPANY
585607	10/10/2019	\$1,410.36	SUPPLIES	908	FIRE FIGHTERS SAFETY INC.
585608	10/10/2019	\$730.00	CONTRACT SERVICES	2407	OSCAR HERNANDEZ PLUMBING
585609	10/10/2019	\$200.00	TRAINING	35540	BRAD KELLER
585610	10/10/2019	\$4,284.00	CONTRACT SERVICES	2144	MARIPOSA LANDSCAPES, INC.
585611	10/10/2019	\$541.82	CONTRACT SERVICES	56260	PRUDENTIAL OVERALL SUPPLY
585612	10/10/2019	\$55.00	DUES & SUBSCRIPTIONS	34990	SAN GABRIEL VALLEY CITY MANAGERS' ASSOC.
585613	10/10/2019	\$5,615.00	CANNABIS ADVISOR SERVICES	65440	TIERRA WEST ADVISORS
585614	10/11/2019	\$418.73	ADVERTISING/PRINTING SERVICES	1354	DAILY JOURNAL CORPORATION
585615	10/11/2019	\$2,043.87	VEHICLE MAINTENANCE/EXPENSES	25660	E-Z GO DIVISION OF TEXTRON
585616	10/11/2019	\$300.00	PERMITS AND FEES	1895	ESSC INC.
585617	10/11/2019	\$39,581.25	SAFETY RADIOS MAINTENANCE	807	FOOTHILL COMMUNICATIONS, LLC
585618	10/11/2019	\$1,513.25	VEHICLE MAINTENANCE/EXPENSES	54300	SHAK ENTERPRISES, INC./MONTEBELLO TIRE PROS



City of Montebello
Register of Demands No. 1480

From Payment Date: 10/3/19 - To Payment Date: 10/16/19

CHECK #	DATE	AMOUNT	ACCOUNT DESCRIPTION	VENDOR #	VENDOR NAME
585619	10/11/2019	\$36,679.62	GRAFFITI REMOVAL SERVICES	35250	NATIONWIDE ENVIRONMENTAL SERVICES
585620	10/11/2019	\$3,729.89	VEHICLE MAINTENANCE/EXPENSES	60710	THE AFTERMARKET PARTS COMPANY, LLC
585621	10/11/2019	\$430.92	SUPPLIES	1120	NESTLE WATERS NORTH AMERICA
585622	10/11/2019	\$87.51	VEHICLE MAINTENANCE/EXPENSES	168	SOUTHERN COACH MFG. CO, INC.
585623	10/11/2019	\$4,135.27	RECREATION SUPPLIES	69680	TRIANGLE SPORTS, INC.
585624	10/15/2019	\$2,100.00	ADVERTISING/PRINTING SERVICES	1293	923 MEDIA GROUP INC.
585625	10/15/2019	\$80.00	CARPPOOL INCENTIVE	27220	ANTHONY ACEVEZ
585626	10/15/2019	\$1,998.23	CONTRACT SERVICES	28020	ADVANCE ELECTRIC MOTORS CORP.
585627	10/15/2019	\$94,303.61	ENGINEERING SERVICES	37720	ADVANCED APPLIED ENGINEERING, INC.
585628	10/15/2019	\$2,916.00	CONTRACT SERVICES	40670	ALL CITY MANAGEMENT SERVICES
585629	10/15/2019	\$97,801.36	LEGAL SERVICES	16120	ALVAREZ-GLASMAN & COLVIN
585630	10/15/2019	\$40.00	CARPPOOL INCENTIVE	567	ARTHUR P ANCHONDO
585631	10/15/2019	\$40.00	CARPPOOL INCENTIVE	289	ANDREA ANDRADE
585632	10/15/2019	\$40.00	CARPPOOL INCENTIVE	61470	ERIKA L. ANDRADE
585633	10/15/2019	\$40.00	CARPPOOL INCENTIVE	2139	DANIEL ANTUNEZ
585634	10/15/2019	\$30.66	SUPPLIES	35980	SAEED RADMEHR/ARTE PRINTING
585635	10/15/2019	\$329.90	SUPPLIES	31270	STARBOARD TACK SUPPLY INC./ASTRO PLUMBING
585636	10/15/2019	\$80.00	CARPPOOL INCENTIVE	291	ROSA AVALOS
585637	10/15/2019	\$7,976.25	CDBG ADMINISTRATION SERVICES	38010	ADVANCED AVANT-GARDE CORPORATION
585638	10/15/2019	\$1,476.48	CONTRACT SERVICES	1237	AZTECA LANDSCAPE
585639	10/15/2019	\$9,215.86	BACKGROUND INVESTIGATIONS	299	BALLARD & BALLARD INVESTIGATIONS
585640	10/15/2019	\$1,086.80	CONTRACT SERVICES	2102	JOHN P BEROKOFF/BEROKOFF ELECTRIC
585641	10/15/2019	\$1,160.40	SUPPLIES	335	FREDRIK JOHNSON/CAL SCHOOL & SPORT
585642	10/15/2019	\$40.00	CARPPOOL INCENTIVE	68640	LAURA CASTRO
585643	10/15/2019	\$70.00	REFUND	2617	MARIA CASTRO



City of Montebello
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CHECK #	DATE	AMOUNT	ACCOUNT DESCRIPTION	VENDOR #	VENDOR NAME
585644	10/15/2019	\$30.00	CARPOOL INCENTIVE	17880	ANI CHUKHURYAN
585645	10/15/2019	\$40.00	CARPOOL INCENTIVE	2322	GIOVANNA CISNEROS
585646	10/15/2019	\$40.00	CARPOOL INCENTIVE	598	RONI L CISNEROS
585647	10/15/2019	\$5,161.44	CONTRACT SERVICES	1764	COMMUNICATIONS PROFESSIONALS INC.
585648	10/15/2019	\$480.00	MEDICAL SERVICES	1643	COMPANY NURSE
585649	10/15/2019	\$7,386.48	PREVENTATIVE MAINTENANCE	59180	COMPUTER PROTECTION TECHNOLOGY, INC
585650	10/15/2019	\$40.00	CARPOOL INCENTIVE	29020	RAPHAEL DE LA TORRE
585651	10/15/2019	\$50.00	CONTRACT SERVICES	1569	DISCOVERY BENEFITS
585652	10/15/2019	\$248.70	SB1186 FEES	76360	DIVISION OF THE STATE ARCHITECT
585653	10/15/2019	\$110.00	CONTRACT SERVICES	2229	EAGLE PORTABLES INC.
585654	10/15/2019	\$816.54	SUPPLIES	40930	EASTMONT PAINT & DECORATING
585655	10/15/2019	\$60.00	CONTRACT SERVICES	23660	DAIOHS USA
585656	10/15/2019	\$40.00	REFUND	2610	ASHLEY NICOLE FLORES
585657	10/15/2019	\$40.00	CARPOOL INCENTIVE	2572	MARLENE GIL
585658	10/15/2019	\$250.00	TRAINING	711	GLOCK PROFESSIONAL, INC.
585659	10/15/2019	\$40.00	CARPOOL INCENTIVE	8260	BEATRICE GOMEZ
585660	10/15/2019	\$40.00	CARPOOL INCENTIVE	38440	ANDREW GUZMAN
585661	10/15/2019	\$40.00	CARPOOL INCENTIVE	568	JUAN M HERNANDEZ
585662	10/15/2019	\$40.00	CARPOOL INCENTIVE	4280	NADINE HERNANDEZ
585663	10/15/2019	\$465.00	CONTRACT SERVICES	2407	OSCAR HERNANDEZ PLUMBING
585664	10/15/2019	\$40.00	CARPOOL INCENTIVE	73180	MONICA HUERTA
585665	10/15/2019	\$40.00	CARPOOL INCENTIVE	48610	CRYSTAL JAIMEZ
585666	10/15/2019	\$1,402.58	CONTRACT SERVICES	2152	JOHNSON CONTROLS, INC.
585667	10/15/2019	\$40.00	CARPOOL INCENTIVE	11280	MICHAEL LOPEZ



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CHECK #	DATE	AMOUNT	ACCOUNT DESCRIPTION	VENDOR #	VENDOR NAME
585668	10/15/2019	\$4,800.00	CONTRACT SERVICES	1585	DR. ANGELICA LOZA-GOMEZ, M.D., PC
585669	10/15/2019	\$40.00	CARPOOL INCENTIVE	71590	LUZ MARIA
585670	10/15/2019	\$2,142.00	CONTRACT SERVICES	2144	MARIPOSA LANDSCAPES, INC.
585671	10/15/2019	\$40.00	CARPOOL INCENTIVE	50330	ANDREW MARTINEZ
585672	10/15/2019	\$5,250.00	TRANSIT HYBRID SERVICES	1797	MARTINEZ CONSULTING SERVICE LLC
585673	10/15/2019	\$80.00	CARPOOL INCENTIVE	2048	STEPHANIE MEZA
585674	10/15/2019	\$4,467.50	CONTRACT SERVICES	981	MICHAEL BAKER INTERNATIONAL, INC.
585675	10/15/2019	\$4,782.53	TRANSIT CONSULTING SERVICES	1200	MOBILITY ADVANCEMENT GROUP
585676	10/15/2019	\$1,812.15	VEHICLE MAINTENANCE/EXPENSES	11490	MONTEBELLO AUTOCRAFT
585677	10/15/2019	\$364.00	DUES & SUBSCRIPTIONS	2355	MONTEBELLO ROTARY
585678	10/15/2019	\$250.00	REFUND	2619	ANGELA CASTRO MORALES
585679	10/15/2019	\$3,015.98	SUPPLIES	2480	SOCAL AUTO & TRUCK PARTS, INC.
585680	10/15/2019	\$1,591.92	CONTRACT SERVICES	35250	NATIONWIDE ENVIRONMENTAL SERVICES
585681	10/15/2019	\$40.00	CARPOOL INCENTIVE	2203	SAMANTHA NEVAREZ
585682	10/15/2019	\$580.43	SUPPLIES	15620	OFFICE DEPOT
585683	10/15/2019	\$40.00	CARPOOL INCENTIVE	138	BRIANNON PADILLA
585684	10/15/2019	\$80.00	CARPOOL INCENTIVE	1620	VERONICA PALAFOX
585685	10/15/2019	\$40.00	CARPOOL INCENTIVE	59960	JO ANN PANOSIAN
585686	10/15/2019	\$55.00	CARPOOL INCENTIVE	1668	MEL PASTION
585687	10/15/2019	\$362.08	SUPPLIES	523	PC INDUSTRIAL PRODUCTS LLC
585688	10/15/2019	\$1,050.00	PLAN ADMINISTRATION SERVICES	13680	PEERY & ASSOCIATES, INC.
585689	10/15/2019	\$80.00	CARPOOL INCENTIVE	65330	WENDY PEREZ
585690	10/15/2019	\$1,212.20	VEHICLE MAINTENANCE/EXPENSES	2191	PERFORMANCE TRUCK REPAIR INC.
585691	10/15/2019	\$40.00	CARPOOL INCENTIVE	2138	ELVA PHAM
585692	10/15/2019	\$70.00	REFUND	2618	ELISA PORTILLO



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585693	10/15/2019	\$40.00	CARPOOL INCENTIVE	34240	ROBERT PORTILLO
585694	10/15/2019	\$80.00	CARPOOL INCENTIVE	56830	ESTHER ROBLES
585695	10/15/2019	\$40.00	CARPOOL INCENTIVE	2260	GERARDO RODRIGUEZ
585696	10/15/2019	\$40.00	CARPOOL INCENTIVE	69960	NICOLE I. SAUCEDO
585697	10/15/2019	\$80.00	CARPOOL INCENTIVE	61140	MICHAEL SAVEDRA
585698	10/15/2019	\$389,904.42	MONTEBELLO BLVD. BIKE LANE IMPROV.	20770	SEQUEL CONTRACTORS. INC.
585699	10/15/2019	\$14,086.13	TRAFFIC SIGNAL MAINTENANCE	2361	SIEMENS MOBILITY
585700	10/15/2019	\$40.00	CARPOOL INCENTIVE	24280	MARTIN SOLANO
585701	10/15/2019	\$40.00	CARPOOL INCENTIVE	33960	DAVID SOSNOWSKI
585702	10/15/2019	\$8,312.50	CANNABID ADVISOR SERVICES	65440	TIERRA WEST ADVISORS
585703	10/15/2019	\$40.00	CARPOOL INCENTIVE	1091	JANELLE TORRES
585704	10/15/2019	\$250.00	REFUND	2054	ESTHER TRUJILLO
585705	10/15/2019	\$370.67	SUPPLIES	45120	ULINE
585706	10/15/2019	\$274.00	CONTRACT SERVICES	57140	UNDERGROUND SERVICE ALERT OF SOUTHERN CA
585707	10/15/2019	\$4,160.00	TRANSIT BUS CLEANING SERVICES	74850	UNIQUE GENERAL SERVICES
585708	10/15/2019	\$40.00	CARPOOL INCENTIVE	2621	GERARDO VALDEZ
585709	10/15/2019	\$40.00	CARPOOL INCENTIVE	595	MATTHEW A VALENZUELA
585710	10/15/2019	\$40.00	CARPOOL INCENTIVE	395	MARIA TERESA VASQUEZ
585711	10/15/2019	\$8,000.00	AUDIT SERVICES	75020	VASQUEZ & CO.,LLP
585712	10/15/2019	\$40.00	CARPOOL INCENTIVE	1701	MATTHEW VEGA
585713	10/15/2019	\$40.00	CARPOOL INCENTIVE	2622	RICARDO VILLARRUEL
585714	10/15/2019	\$11,298.00	TREE TRIMMING SERVICES	40860	WEST COAST ARBORISTS, INC.
585715	10/15/2019	\$54.02	SUPPLIES	33390	WHITTIER FERTILIZER COMPANY
585716	10/15/2019	\$26,475.84	WORKS COMP/LIABILITY ADMIN SRVS	1631	YORK RISK SERVICES GROUP, INC.



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CHECK #	DATE	AMOUNT	ACCOUNT DESCRIPTION	VENDOR #	VENDOR NAME
585717	10/15/2019	\$40.00	CARPPOOL INCENTIVE	2332	HUMBERTO ZARAGOZA
585718	10/15/2019	\$40.00	CARPPOOL INCENTIVE	2331	FRANCISCO ZEPEDA
585719	10/16/2019	\$4,172.00	CITY PARK FENCE REPAIR	1662	A-1 BUILDING & FENCE MATERIAL, INC.
585720	10/16/2019	\$4,620.00	POLICE K9 TRAINING SERVICES	41790	ADLERHORST INTERNATIONAL, LLC
585721	10/16/2019	\$122.64	SUPPLIES	35980	SAEED RADMEHR/ARTE PRINTING
585722	10/16/2019	\$197.10	MACHINERY & EQUIPMENTS	45580	BISHOP SUPPLY COMPANY, INC.
585723	10/16/2019	\$425.00	TRAVEL & MEETINGS	58860	CALIFORNIA SOCIETY OF MUNICIPAL FINANCE OFF.
585724	10/16/2019	\$2,468.32	WATER PURCHASE RESALE	11080	CALIFORNIA WATER SERVICE CO.
585725	10/16/2019	\$10,224.75	UTILITY SERVICES	47580	CALIFORNIA WATER SERVICE COMPANY
585726	10/16/2019	\$1,279.65	UTILITY SERVICES	55830	CHARTER COMMUNICATIONS
585727	10/16/2019	\$99.74	UTILITY SERVICES	55830	CHARTER COMMUNICATIONS
585728	10/16/2019	\$1,278.70	UTILITY SERVICES	55830	CHARTER COMMUNICATIONS
585729	10/16/2019	\$1,885.27	SUPPLIES	10000	CLEAN SWEEP SUPPLY CO. INC
585730	10/16/2019	\$2,541.86	ADVERTISING/PRINTING SERVICES	1354	DAILY JOURNAL CORPORATION
585731	10/16/2019	\$650.00	CONTRACT SERVICES	41130	MIHM INC.
585732	10/16/2019	\$36.85	MAIL/ POSTAL EXPENSE	22400	FEDERAL EXPRESS CORPORATION
585733	10/16/2019	\$891.09	VEHICLE MAINTENANCE/EXPENSES	807	FOOTHILL COMMUNICATIONS, LLC
585734	10/16/2019	\$5,653.82	UNIFORM EXPENSE	55650	GALLS, LLC
585735	10/16/2019	\$927.18	CONTRACT SERVICES	1357	IRON MOUNTAIN INC.
585736	10/16/2019	\$325.00	PERMITS AND FEES	6690	IRRI-CARE PLUMBING AND BACKFLOW TESTING
585737	10/16/2019	\$432.10	CONTRACT SERVICES	2152	JOHNSON CONTROLS, INC.
585738	10/16/2019	\$41.28	PERMITS AND FEES	28440	LOS ANGELES COUNTY TAX COLLECTOR
585739	10/16/2019	\$132.15	PERMITS AND FEES	28440	LOS ANGELES COUNTY TAX COLLECTOR
585740	10/16/2019	\$129.00	PERMITS AND FEES	28440	LOS ANGELES COUNTY TAX COLLECTOR
585741	10/16/2019	\$1,797.52	PERMITS AND FEES	28440	LOS ANGELES COUNTY TAX COLLECTOR



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585742	10/16/2019	\$433.62	DUES & SUBSCRIPTIONS	21420	MUNICIPAL CODE CORPORATION
585743	10/16/2019	\$724.16	SUPPLIES	523	PC INDUSTRIAL PRODUCTS LLC
585744	10/16/2019	\$650.00	EDUCATION REIMBURSEMENT	532	MARCO A. PENUELAS-SOLIS
585745	10/16/2019	\$93.93	UTILITY SERVICES	36610	CITY OF PICO RIVERA
585746	10/16/2019	\$400.00	CONTRACT SERVICES	42750	PSYCHOLOGICAL CONSULTING ASSOCIATES, INC.
585747	10/16/2019	\$280.28	SUPPLIES	18730	QUETEL CORPORATION
585748	10/16/2019	\$8,109.01	UTILITY SERVICES	51430	SOUTH MONTEBELLO IRRIGATION DISTRICT
585749	10/16/2019	\$167,777.78	UTILITY SERVICES	45630	SOUTHERN CALIFORNIA EDISON
585750	10/16/2019	\$150.00	TRAVEL & MEETINGS	2613	STATE TREASURER'S OFFICE
585751	10/16/2019	\$280.00	DUES & SUBSCRIPTIONS	41430	THOMSON REUTERS - WEST
585752	10/16/2019	\$1,365.38	UTILITY SERVICES	72570	U.S. TELEPACIFIC CORP
585753	10/16/2019	\$231.80	CONTRACT SERVICES	387	TRANSUNION RISK AND ALTERNATIVE DATA SOLUTIONS, INC.
585754	10/16/2019	\$818.53	SUPPLIES	59290	UNIVAR USA INC.
585755	10/16/2019	\$113.03	UTILITY SERVICES	23610	VERIZON WIRELESS
585756	10/16/2019	\$67.66	UTILITY SERVICES	23610	VERIZON WIRELESS
585757	10/16/2019	\$200.07	UTILITY SERVICES	23610	VERIZON WIRELESS
585758	10/16/2019	\$467.75	UTILITY SERVICES	23610	VERIZON WIRELESS
585759	10/16/2019	\$1,281.65	UTILITY SERVICES	23610	VERIZON WIRELESS
585760	10/16/2019	\$2,011.07	UTILITY SERVICES	23610	VERIZON WIRELESS
585761	10/16/2019	\$3,536.51	UTILITY SERVICES	23610	VERIZON WIRELESS
585762	10/16/2019	\$1,320.00	CONTRACT SERVICES	2000	VITAL MEDICAL SERVICES LLC.
585763	10/16/2019	\$900.00	CONTRACT SERVICES	9070	ERVIN L. YOUNGBLOOD
585764	10/16/2019	\$12,383.25	*SEE ATTACHED	13240	BANKCARD CENTER
585765	10/16/2019	\$15,600.00	GRANT WRITING SERVICES	38010	ADVANCED AVANT-GARDE CORPORATION



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585766	10/16/2019	\$1,760.00	CONTRACT SERVICES	1237	AZTECA LANDSCAPE
585767	10/16/2019	\$390.00	CONTRACT SERVICES	983	ABBA TERMITE AND PEST CONTROL, INC.
585768	10/16/2019	\$390.00	TRAINING	21620	BURRO CANYON ENTERPRISES, INC.
585769	10/16/2019	\$15,000.00	REFUND - CANNABIS ACTIVITY	2596	EPPEK LLC
585770	10/16/2019	\$874.03	CONTRACT SERVICES	52770	FIRST IMPULSE
585771	10/16/2019	\$2,100.00	ADVERTISING/PRINTING SERVICES	51550	MONTEBELLO CHAMBER OF COMMERCE
585772	10/16/2019	\$20,901.90	VEHICLE MAINTENANCE/EXPENSES	54300	SHAK ENTERPRISES, INC./MONTEBELLO TIRE PROS
585773	10/16/2019	\$11,133.89	CONTRACT SERVICES	2481	NORTH STAR LAND CARE
585774	10/16/2019	\$120,594.50	SAFETY SOFTWARE	1188	TYLER TECHNOLOGIES, INC.
585775	10/16/2019	\$2,080.00	TRANSIT BUS CLEANING SERVICES	74850	UNIQUE GENERAL SERVICES
585776	10/16/2019	\$23,940.00	TREE TRIMMING SERVICES	40860	WEST COAST ARBORISTS, INC.
585777	10/16/2019	\$711.75	SUPPLIES	20350	ALLSTAR FIRE EQUIPMENT INC.
585778	10/16/2019	\$1,591.38	SUPPLIES	37190	CALIFORNIA PRISON INDUSTRY AUTHORITY
585779	10/16/2019	\$2,310.55	CONTRACT SERVICES	1826	DILTEX, INC.
585780	10/16/2019	\$1,029.00	CONTRACT SERVICES	71920	TOYETTA L. BEUKES
585781	10/16/2019	\$2,936.67	CONTRACT SERVICES	37480	GOSERCO, INC.
585782	10/16/2019	\$456.88	REIMBURSEMENT	188	MONTEBELLO FIRE DEPARTMENT - PETTY CASH
585783	10/16/2019	\$15,810.13	CITY WIDE PLUMBING SERVICES	26880	SEBASTIAN WATERWORKS, INC./MR. ROOTER
585784	10/16/2019	\$3,840.00	CONTRACT SERVICES	2481	NORTH STAR LAND CARE
585785	10/16/2019	\$520.24	CONTRACT SERVICES	51850	SECURITY SIGNAL DEVICES INC.
585786	10/16/2019	\$778.45	VEHICLE MAINTENANCE/EXPENSES	716	SOUTH BAY FORD, INC.
585787	10/16/2019	\$279.55	CONTRACT SERVICES	131	UNITED SITE SERVICES, INC.
585788	10/16/2019	\$1,112.66	UTILITY SERVICES	23610	VERIZON WIRELESS
Subtotal		\$1,496,181.19			



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6093 - Successor Agency					
1450	10/15/2019	\$1,303.99	LEGAL SERVICES	16120	ALVAREZ-GLASMAN & COLVIN
1451	10/15/2019	\$4,914.00	BONDS ADMINISTRATION FEES	17870	THE BANK OF NEW YORK MELLON
Subtotal		\$6,217.99			
Total		<u>\$1,502,399.18</u>			

CITY OF MONTEBELLO
BANK OF THE WEST CREDIT CARD CHARGES
CHECK #585764 - OCTOBER 16, 2019

DATE	AMOUNT	ACCOUNT DESCRIPTION	VENDOR NAME	DEPARTMENT
8/27/19	\$ 25.00	WEBINAR FEE	LEAGUE OF CA CITIES	ADMINISTRATION
9/10/19	\$ 162.86	SIGN HOLDERS	AMAZON	ADMINISTRATION
9/12/19	\$ 229.95	FLORAL ARRANGEMENT	AMORE DOLCE FLOWERS	ADMINISTRATION
9/19/19	\$ 456.60	AIRFARE;MELENDEZ-HUD	DELTA AIRLINES	ADMINISTRATION
9/19/19	\$ 456.60	AIRFARE;HADJINIAN-HUD	DELTA AIRLINES	ADMINISTRATION
9/19/19	\$ 456.60	AIRFARE;BOBADILLA-HUD	DELTA AIRLINES	ADMINISTRATION
9/19/19	\$ 725.00	CONF.REG;BOBADILLA	LEAGUE OF CA CITIES	ADMINISTRATION
9/19/19	\$ 725.00	CONF.REG;SALAZAR	LEAGUE OF CA CITIES	ADMINISTRATION
8/28/19	\$ 229.53	EQUIPMENT PARTS	AMAZON	FIRE
8/28/19	\$ 383.25	STATEMENT PRINTING	PAYPAL-AGNS PRINTING	FIRE
9/4/19	\$ 74.46	SAFETY GEAR	STUDIO 7 GRAPHICS	FIRE
9/5/19	\$ 79.16	ABSORBANTS	HARDY AUTO PARTS	FIRE
9/9/19	\$ 495.00	CPR TRAINING CLASS	SUPERIOR LIFE SUPPORT	FIRE
9/11/19	\$ 388.93	SAFETY GEAR	ALLSTAR FIRE EQUIPMENT	FIRE
9/12/19	\$ 56.77	STAFF MEETING	TONY'S ITALIAN DELI	FIRE
9/12/19	\$ 100.00	AUTO REPAIRS	CUMMINGS INC.	FIRE
9/16/19	\$ 100.93	SAFETY CLOTHING	WPSG INC.-THE FIRE STORE	FIRE
9/16/19	\$ 750.00	CONFERENCE REGISTRATION	WPY-LOS ANGELES AREA FIRE CHIEFS ASSOC	FIRE
9/4/19	\$ 68.28	INTERVIEW PANEL MEETING	FRUMENTO'S DELI	POLICE
9/14/19	\$ 148.03	TRAINING-POLICE CONF.	GRAND SIERRA HOTEL	POLICE
9/14/19	\$ 148.03	TRAINING-POLICE CONF.	GRAND SIERRA HOTEL	POLICE
9/16/19	\$ 595.00	TRAINING-POLICE CONF.	CNOA	POLICE
9/16/19	\$ 595.00	TRAINING-POLICE CONF.	CNOA	POLICE
9/3/19	\$ 437.96	BUS PARTS	CARRIER TRANSICOLD	TRANSIT
9/5/19	\$ 187.06	BUS PARTS	MOTION INDUSTRIES	TRANSIT
9/23/19	\$ 250.00	EQUIPMENT RENTAL	ECONOMY RENTALS	TRANSIT
9/26/19	\$ 23.63	AIRFARE INS-BUS ROADEO	ALLIANZ TRAVEL INSURANCE	TRANSIT
9/26/19	\$ 256.60	AIRFARE-BUS ROADEO	DELTA AIRLINES	TRANSIT
9/4/19	\$ 85.00	GASB TRAINING	GOVERNMENT FINANCE OFFICER.ASSOC	FINANCE
9/24/19	\$ 500.00	CITY CLERK SEMINAR	LEAGUE OF CA CITIES	ADMINISTRATION
9/11/19	\$ 41.95	EMPLOYMENT VERIFCATION	EQUIFAX-TALX CORPORATION	HUMAN RESOURCES
9/18/19	\$ 41.95	EMPLOYMENT VERIFCATION	EQUIFAX-TALX CORPORATION	HUMAN RESOURCES
9/18/19	\$ 41.95	EMPLOYMENT VERIFCATION	EQUIFAX-TALX CORPORATION	HUMAN RESOURCES
9/19/19	\$ 41.95	EMPLOYMENT VERIFCATION	EQUIFAX-TALX CORPORATION	HUMAN RESOURCES
9/20/19	\$ 41.95	EMPLOYMENT VERIFCATION	EQUIFAX-TALX CORPORATION	HUMAN RESOURCES

CITY OF MONTEBELLO
BANK OF THE WEST CREDIT CARD CHARGES
CHECK #585764 - OCTOBER 16, 2019

DATE	AMOUNT	ACCOUNT DESCRIPTION	VENDOR NAME	DEPARTMENT
9/25/19	\$ 78.74	ORAL BOARD MEETING	EL PESCADOR	HUMAN RESOURCES
8/29/19	\$ 82.60	SIGNS	AAHS SIGNS	RECREATION
9/2/19	\$ 281.80	EXTENDED CHILDCARE SUPPLIES	AMAZON	RECREATION
9/2/19	\$ 433.56	EXTENDED CHILDCARE SUPPLIES	AMAZON	RECREATION
9/5/19	\$ 132.80	EXTENDED CHILDCARE SUPPLIES	AMAZON	RECREATION
9/6/19	\$ 194.85	PARK MAINTENANCE GLOVES	AMAZON	RECREATION
9/6/19	\$ 159.85	BUILDING SUPPLIES	HARBOR FREIGHT TOOLS	RECREATION
9/8/19	\$ 28.99	FLAGS	AMAZON	RECREATION
9/8/19	\$ 33.60	FLAG STANDS	AMAZON	RECREATION
9/9/19	\$ 52.45	AC ADAPTOR	AMAZON	RECREATION
9/9/19	\$ 39.99	FLAGS	AMAZON	RECREATION
9/10/19	\$ 228.85	FLAGS	AMAZON	RECREATION
9/10/19	\$ 48.40	BUILDING SUPPLIES	HOME DEPOT	RECREATION
9/10/19	\$ 157.66	US FLAGS	THE FLAG SHOP	RECREATION
9/21/19	\$ 45.95	SPRAY PAINT	WALMART	RECREATION
9/23/19	\$ 9.84	LAMINATOR SHEETS	AMAZON	RECREATION
9/23/19	\$ 26.27	LAMINATOR MACHINE	AMAZON	RECREATION
9/23/19	\$ 9.84	LAMINATOR SHEETS	AMAZON	RECREATION
9/23/19	\$ 26.27	LAMINATOR MACHINE	AMAZON	RECREATION
9/24/19	\$ 442.21	BROCHURE HOLDERS	AMAZON	RECREATION
9/24/19	\$ 267.97	DOG STAND WASTE STATION	AMAZON	RECREATION
9/26/19	\$ 115.40	YOUTH FOOTBALLS	AMAZON	RECREATION
9/25/19	\$ 85.38	OFFICE SUPPLIES	OFFICE DEPOT	RECREATION
TOTAL	\$ 12,383.25			

**CITY OF MONTEBELLO
1600 WEST BEVERLY BLVD.
MONTEBELLO, CALIFORNIA**

**SEPTEMBER 25, 2019
WEDNESDAY
6:35 P.M.**

MINUTES

THE CITY OF MONTEBELLO CITY COUNCIL MET AT THE ABOVE TIME AND PLACE IN A REGULAR SESSION.

OPENING CEREMONIES

1. **CALL MEETING TO ORDER:** Mayor Hadjinian called the meeting to order at the hour of 6:35 p.m.
2. **ROLL CALL:** City Clerk I. Barajas
MEMBERS PRESENT: Melendez, Cobos-Cawthorne, Jimenez, Torres, Hadjinian
STAFF PRESENT: City Manager Bobadilla, Assistant City Attorney Copado
3. **STATEMENT OF PUBLIC ORAL COMMUNICATIONS FOR CLOSED SESSION ITEMS:** Assistant City Attorney Copado

ORAL COMMUNICATIONS ON CLOSED SESSION ITEMS

None.

CLOSED SESSION - 5:30 P.M.

There was no Closed Session and therefore no discussion regarding the matter below.

4. **CONFERENCE WITH LABOR NEGOTIATORS**
Government Code section 54957.6
Agency designated representative: René Bobadilla, City Manager
Employee organization: Montebello Fire Management Association,
Montebello Firefighters Association

REGULAR SESSION

5. **INVOCATION** City Treasurer Gutierrez
PLEDGE OF ALLEGIANCE Battalion Chief Alan Wilkes
6. **PRESENTATIONS**

None.

7. **STAFF COMMUNICATIONS ON ITEMS OF COMMUNITY INTEREST**

City Manager Bobadilla stated that the Montebello Hills project will begin in January 2020.

City Manager Bobadilla asked for consensus from the City Council to prepare a letter to Central Basin regarding their denial of a pipeline to the Montebello Hills. Councilmembers all stated support of preparing a letter to Central Basin Municipal Water District.

City Manager Bobadilla announced that the State of the City will be held on October 3, 2019 at the Quiet Cannon from 12:00 p.m. to 1:30 p.m.

City Manager Bobadilla stated that the Fire Department is to be commended for their work on the Bimbo plant fire.

8. CORRECTIONS TO THE AGENDA – CITY MANAGER

Assistant City Attorney Copado asked that the heading of the agenda include the title, “Public Financing Authority.”

Assistant City Attorney Copado stated that an item needs to be added to the agenda as it came up after the posting of the agenda. It will be added under Item No. 21, and titled “Request to Accept as Complete – Construction of Hilton Home2Suites.” Councilmember Cobos-Cawthorne moved, seconded by Councilmember Jimenez to add to the agenda. Motion carried unanimously 5-0.

9. STATEMENT OF PUBLIC ORAL COMMUNICATIONS: Assistant City Attorney Copado

Sheryl Goia Bishop asked if electronic billboards could be used to create awareness of Scleroderma during the holiday season. The Mayor asked that staff contact Ms. Bishop.

Edwina Garcia asked why there is a delay in the approval of Accessory Dwelling Units.

10. PUBLIC ORAL COMMUNICATIONS ON OPEN SESSION ITEMS (30 MINUTES)

None.

11. APPROVAL OF AGENDA: Councilmember Cobos-Cawthorne moved, seconded by Mayor Pro Tem Melendez that all items be approved in a single motion with the exception of Item No. 12, 14, 18, 19, and 21. Such approval will also waive the reading of any ordinance. Motion carried unanimously.

SCHEDULED MATTER

12. PUBLIC HEARING: REGARDING THE PROPOSED ISSUANCE OF SALES TAX REVENUE BONDS BY THE MONTEBELLO PUBLIC FINANCING AUTHORITY

City Manager Bobadilla stated that the funds from bond measures will be used for street improvements.

Councilmember Jimenez moved, seconded by Councilmember Cobos-Cawthorne that the City Council:

- 1) Conduct a public hearing regarding the proposed issuance of sales tax revenue bonds by the Montebello Public Financing Authority (Authority);
- 2) Adopt City Council Resolution No. and a Public Financing Authority Resolution No. approving the issuance of bonds to finance street and other transportation projects qualified to be funded by Measure M, Measure R, and Proposition C tax revenues, approve pledge agreements, adopt a debt management policy, approve appointments of professionals for bond-related services, and authorizing actions and execution of related documents.

Motion carried unanimously on a 5-0 roll call vote.

CONSENT MATTERS (13-21)

13. SECOND READING ZONING AMENDMENTS CHILDCARE AND TATTOO

Councilmember Cobos-Cawthorne moved, seconded by Mayor Pro Tem Melendez that the City Council:

Waive the second reading, and adopt the proposed ordinance, by title only, amending the text of the Municipal Code, Title 17 for the following;

- 1) Childcare Facilities to change the maximum children allowed by right from 12 to 15;
- 2) Body Art Establishments to change the distance requirement between body art establishments and sensitive uses from 1,000 feet to 500 feet; and
- 3) Off-Street Parking to reduce the off-street parking requirements for warehouse use from 1 parking space per 500 sq.ft. of floor area to 1 parking space per 1,000 sq.ft. of floor area and manufacturing use from 1 parking space per 500 sq.ft. of floor area to 1 parking space per 750 sq.ft. of floor area.

Motion carried unanimously.

14. APPROVE PLANS AND SPECIFICATIONS FOR TAYLOR RANCH GREENSPACE PROJECT, AS PREPARED BY INFRASTRUCTURE ENGINEERS, FIND THE PROJECT CATEGORICALLY EXEMPT PURSUANT TO THE STATE GUIDELINES FOR IMPLEMENTATION OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA), PER SECTION 15301, CLASS 1 (EXISTING FACILITIES), AUTHORIZE THE RECREATION & COMMUNITY SERVICES DEPARTMENT TO ADVERTISE FOR BIDS AND DESIGNATE OCTOBER 28, 2019, AT 11:10 AM, AS THE BID OPENING DATE

William Moreno spoke about being appointed to a committee with other community members to gather ideas for a new Taylor Ranch Cultural Center.

Edwina Garcia stated that it has been 10 year since the Taylor Ranch Committee began receiving ideas for the new Taylor Ranch and asked about the bond money.

Mayor Hadjinian stated that the State froze the City's assets and there was never enough money for the Taylor Ranch Cultural Center plans.

City Manager Bobadilla stated the grant funds are being sought for the Taylor Ranch. There is about \$1million for the Greenspace Project.

Director Sosnowski gave a brief description about the proposed project.

Mayor Pro Tem Melendez asked what the total amount is needed for the project. Director Sosnowski stated that the City has \$1.4 million needed for the project including contingency.

Councilmember Torres commended staff for their work on the proposed project plans.

Councilmember Cobos-Cawthorne moved, seconded by Mayor Pro Tem Melendez that the City Council:

- 1) Approve Plans and Specifications for the Taylor Ranch Greenspace Project
- 2) Find the project categorically exempt pursuant to the State Guidelines for Implementation of the California Environmental Quality Act (CEQA), per Section 15301, Class 1 (Existing Facilities); and

- 3) Authorize the Recreation & Community Services Department to advertise for bids and designate October 28, 2019, 11:10 AM as the bid opening date

Motion carried unanimously 5-0.

15. APPROVAL OF RESOLUTION EXEMPTING THE CITY OF MONTEBELLO FROM THE CONGESTION MANAGEMENT PROGRAM (CMP) IN ACCORDANCE WITH THE CONGESTION MANAGEMENT PROGRAM STATE STATUTE

Councilmember Cobos-Cawthorne moved, seconded by Mayor Pro Tem Melendez that the City Council:

That the City Council approve Resolution No. 19-113 exempting Montebello from the Congestion Management Program (CMP) in accordance with the Congestion Management State Statute.

Motion carried unanimously 5-0.

16. CITY OF MONTEBELLO WATER SYSTEM WELL NO. 1 REPAIRS

Councilmember Cobos-Cawthorne moved, seconded by Mayor Pro Tem Melendez that the City Council:

- 1) Approve the proposed repairs to Well No. 1 of the City's Southern Water System
- 2) Authorize the City Manager to sign the authorization form on behalf of the City
- 3) Take such additional, related action that may be desirable.

Motion carried unanimously 5-0.

17. AWARD VEHICLE BODY REPAIR AND PAINTING CONTRACT REQUEST FOR QUOTES NO. RFQ-19-30

Councilmember Cobos-Cawthorne moved, seconded by Mayor Pro Tem Melendez that the City Council:

- 1) Award a contract to Montebello Autocraft Inc. for an amount not to exceed Seventy-Five Thousand Dollars (\$75,000); and
- 2) Authorize the City Manager to execute Contract Agreement No. 3690 on behalf of the City.

Motion carried unanimously 5-0.

18. AMENDED MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE CITY OF MONTEBELLO AND THE MONTEBELLO FIREFIGHTERS' ASSOCIATION (MFA)

City Manager Bobadilla explained that Los Angeles County is hiring lateral Firefighters at this time and approximately 14 -16 Firefighters may leave the City

Councilmember Jimenez moved, seconded by Councilmember Cobos-Cawthorne that the City Council approve Resolution No. 19-114 adopting the Amended Memorandum of

ITEM #22

Understanding (MOU) between the City of Montebello and the Montebello Firefighters' Association, with an effective date of September 25, 2019. The Amended MOU will replace the previous MOU adopted under Resolution #19-43 and approved by the City Council on April 22, 2019. By approving this item, the City Council would be authorizing the Mayor to execute the Amended MOU, Agreement No. 3581.

Motion carried unanimously 5-0.

19. WASHINGTON BOULEVARD COALITION MEMORANDUM OF UNDERSTANDING

John Corcoran, organizer for the Justice for Eastside Coalition, spoke in support of the Washington Boulevard Coalition.

Linda Nicklas asked that the City Council appoint Mayor Pro Tem Melendez to represent the City.

Mayor Pro Tem Melendez stated support of the Washington Boulevard Coalition.

Councilmember Cobos-Cawthorne stated opposition to the SR-60 route and supported Mayor Pro Tem Melendez as representative to the coalition and herself as the alternate representative.

Councilmember Torres stated support of the Washington Blvd. alternative.

Mayor Hadjinian stated support of the Washington Blvd. Coalition.

- 1) Authorize the City Manager to sign the Washington Boulevard Coalition Memorandum of Understanding in a form acceptable to the City Attorney, in substantial conformance to the attached Memorandum of Understanding.

Motion carried on a 5-0 roll call vote.

- 2) Mayor Hadjinian motioned, seconded by Councilmember Jimenez to appoint Mayor Pro Tem Melendez as the City's representative on the Board.

Motion carried unanimously.

Mayor Hadjinian moved, seconded by Mayor Pro Tem Melendez to appoint Councilmember Jimenez as the alternate to serve on the Washington Boulevard Coalition Board.

Motion carried 3-2 (Torres and Cobos-Cawthorne voted No.)

20. PAYMENT OF BILLS: RESOLUTION APPROVING THE CITY/SUCCESSOR AGENCY WARRANT REGISTER OF DEMANDS DATED SEPTEMBER 25, 2019

Councilmember Cobos-Cawthorne moved, seconded by Mayor Pro Tem Melendez that the City Council:

- 1) Adopt Resolution No. 19-115 approving the Warrant Register dated September 25, 2019.

Motion carried unanimously.

21. REQUEST TO ACCEPT AS COMPLETE - CONSTRUCTION OF HILTON HOME2SUITES

Councilmember Jimenez moved, seconded by Councilmember Cobos-Cawthorne that the City Council:

- 1) Accepts as complete the Construction of Hilton Home2Suites (Request for Proposals No. 16-05) Agreement No. 3184 with KPRS Construction Services, Inc.;
- 2) Authorize the City Clerk to process the Notice of Completion; and
- 3) Mayor Pro Tem Melendez moved, seconded by Councilmember Cobos-Cawthorne to adopt Resolution No. 19-116 of an appropriation from General Fund Reserves in the amount of \$618,868 to address the project overage, which staff anticipates being reimbursed from project funds upon final reconciliation of costs.

Motion carried unanimously.

COUNCIL ORALS

22. MAYOR PRO TEM MELENDEZ

None.

23. COUNCILMEMBER COBOS-CAWTHORNE

- a. Closing 10th street for Halloween
Councilmember Cobos-Cawthorne thanked Police Chief Keller, City Manager Bobadilla and the Public Works Department for closing 10th Street for Halloween.
- b. Update on Ring/CHIP Program
Would like to know when the release date is for the Ring and CHIP Program. City Manager Bobadilla stated that he will prepare a memo next week to the City Council with an update.
- c. Montebello Cares Awareness Program
Councilmember Cobos-Cawthorne asked for consensus to raise money from various fundraisers in order to provide funds to city projects and organizations that are not covered by the General Fund, and asked that the marquees and website be utilized to advertise City information. City Bobadilla will bring back a response regarding her request.

24. COUNCILMEMBER JIMENEZ

None.

25. COUNCILMEMBER TORRES

- a. Request for Wiseguys Big Band Machine update.
Councilmember Torres stated that City staff has provided a memorandum with an update to the Wiseguys agreement regarding insurance and concerts, and asked that a list of classes by the Wiseguys be provided to the City Council.
- b. Invitation regarding excursion to Miramar Airshow on September 28 "A Salute to First Responders".
Councilmember Torres stated that the Blue Angels will be featured at the airshow and invited all to attend.
- c. Coffee with a Councilman featuring special guest Assembly Member Cristina Garcia at 6:30 p.m. on October 1 at Balrog Coffee.
Councilmember Torres invited all to attend his event on October 1st at 6:30 p.m. Assemblymember Garcia will speak about her responsibilities as a Congresswoman.
- d. Pick and Stroll at 8:30 a.m. on October 6 starting at both Montebello and Chet Holifield Parks.

ITEM #22

Councilmember Torres stated that the Girl Scouts will attend the Pick and Stroll, and invited all to attend the event.

26. MAYOR HADJINIAN

None.

ADJOURNMENT

Upon motion carried unanimously, Mayor Hadjinian adjourned the meeting at the hour of

APPROVAL OF MINUTES: Upon motion carried unanimously, the minutes of September 25, 2019 were approved as written on October 23, 2019.

IRMA BARAJAS, City Clerk