NOTICE

COMPTON CITY COUNCIL
AGENDA
Tuesday, February 24, 2015
5:45 PM

HEARINGS

5:50 P.M. - PUBLIC HEARING - GENERAL PLAN AMENDMENT CASE NO. 2013-002/NEGATIVE DECLARATION NO. 932 - (1940 N. Bullis Road) - (Request to reschedule to March 3, 2015 at 3:45 p.m.)

OPENING

ROLL CALL

INTRODUCTION OF SPECIAL GUESTS

PUBLIC COMMENTS ON AGENDA ITEMS AND NON-AGENDA MATTERS

CONSENT AGENDA

Consent items are routine and expected to be non-controversial. They will be acted upon by the Council at one time without discussion unless a Council Member requests an item be removed or discussed.

APPROVAL OF MINUTES

1. FEBRUARY 3, 2015
   FEBRUARY 10, 2015

REPORTS OF OFFICERS AND COMMISSIONS

CITY FIRE DEPARTMENT

2. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ACCEPT HOMELAND SECURITY GRANT PROGRAM GRANT FUNDS, EXECUTE A SUB-RECIPIENT AGREEMENT WITH THE COUNTY OF LOS ANGELES AND AMEND THE 2014-2015 FISCAL YEAR BUDGET

END CONSENT AGENDA

REGULAR AGENDA

REPORTS OF OFFICERS, BOARDS, COMMISSIONS AND COMMITTEES AND CITY COUNCIL

CITY MANAGER'S REPORT

3. ORAL DISCUSSION ON THE CONSIDERATION OF THE CITY'S LEGISLATIVE AGENDA

CLOSED SESSION

4. CONFERENCE WITH LABOR NEGOTIATOR
   Agency Designated Representative: City Manager
   Employee Organization: Compton Management Employees Association (AFSCME Local 2325)
   Pursuant to California Government Code Section 54957.6

CITY ATTORNEY'S REPORTS

UNFINISHED BUSINESS

NEW BUSINESS

5. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO AMEND THE LOCAL HOUSING AUTHORITY'S 2014-2015 FISCAL YEAR BUDGET AND TRANSFER FUNDS BETWEEN ACCOUNTS

6. AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COMPTON AMENDING CHAPTER II OF THE COMPTON MUNICIPAL CODE TO ADD SECTION 2-30 TO ESTABLISH A PUBLIC WORKS COMMISSION
   (First Reading)

7. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON REVISING THE CITY'S POLICIES AND PROCEDURES FOR THE APPROVAL OF PURCHASE ORDERS, CONTRACTS, WORK CHANGE ORDERS, AND BUDGETARY TRANSFERS AND RESCINDING RESOLUTION NO. 23,759

8. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO AMEND THE 2014/15 FISCAL YEAR BUDGET REVENUE PROJECTIONS AND EXPENDITURE APPROPRIATIONS BASED ON THE SECOND QUARTER (MIDYEAR) BUDGET REVIEW

APPROVAL OF WARRANTS

COUNCIL COMMENTS

ADJOURNMENT

NEXT REGULAR MEETING: Tuesday, March 03, 2015 @ 3:30 PM.

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FEBRUARY 3, 2015

The City Council meeting was called to order at 3:47 p.m. in the Council Chambers of City Hall by Mayor Aja Brown. The Pledge of Allegiance and Moment of Silence ceremonies were also led by Mayor Aja Brown.

ROLL CALL

Council Members Present: **Zurita, Arceneaux, Jones, Brown**
Council Members Absent: **Galvan**

Other Officials Present: **C. Cornwell, A. Godwin, J. Ford**

COMMENDATORY RESOLUTIONS/PRESENTATIONS

1. CHRISTMAS DECORATION CONTEST AWARD PRESENTATION (Block Club Commission) **(Reagendad)**

PUBLIC COMMENTS ON AGENDA ITEMS AND NON-AGENDA MATTERS

Patricia Simpson, Compton resident, charged that she and a group of other seniors were very upset that Senator Isadore Hall III was recognized with a street dedication before Judge Filer, Mr. Adams and Walter Tucker, Sr. She acknowledged Mayor Brown' presence on television and in magazines and cited that she has yet to do anything for the citizens of Compton. She asserted that City Council members are elected to work for the citizens so therefore they should be given the opportunity to vote for what they want. She went on to question whether or not Mayor Brown is spending the City's money when she travels. She also maintained that the seniors should have stayed in the original Dollarhide Neighborhood Center facility. She declared that she and others believe Mayor Brown recognized Senator Hall III because he will assist her in her political career. She stated that during the Christmas season, Mayor Brown visited a community convalescent home and did nothing but introduce herself. Lastly, she requested the number of days elected officials are allowed to miss City Council meetings.

Mayor Brown stated that she would be happy to speak with any citizen that has questions or concerns. She also noted that she spends her own money when she travels; and as it relates to the street recognition, the City Council approved that item in addition to discussing the establishment of a Historic Preservation Committee. She also mentioned that she donates a Christmas tree to the convalescent home every year for the past two years as well as food and entertainment.

Michael Franklin, Covered California, advised the citizens of Compton to ensure that they have health insurance before filing their taxes to avoid owing the government. He went on to announce a "Healthcare Enrollment Fair" to be held Saturday, February 7, 2015 from 10 a.m. to 3 p.m. at Greater Zion Church located at 2480 North Wilmington Avenue.

Beatie Carroll, Compton resident, stated that it upsets her to see an item on the agenda recognizing the Block Club Commission because she was not notified. She went on to state that it has been twelve years since the City's streets were repaired and asserted that there is a lot of rhetoric going on. She further urged the citizens to stop voting for candidates they do not know. She mentioned trying to acquire the Dollarhide Community Center for her 82nd birthday and discovered that there were not enough parking spaces for the handicapped and that a wall is built between the new parking structure and the Dollarhide Community Center. She asked why the City Council chose to name the new facility on Tamarind Avenue after Douglas Dollarhide when the original memorial to the first African American mayor of Compton is located on Rosecrans and Oleander Street.

Benjamin Holifield, Compton resident, insisted that Tamarind Avenue is supposed to be called Dollarhide Drive. He also noted that there was no prior intent to name the new facility after Douglas Dollarhide; it was always supposed to be a community center which is why the seniors are upset.

He asked the City Manager to visit the seniors at the Center to hear their concerns. He also maintained that no one said anything when Emily Hart-Holifield's name was not transferred to the new library facility. He went on to invite the business community to participate in the upcoming Compton Business Chamber of Commerce meeting to be held Wednesday, February 4, 2015 at 12 p.m. at Compton's IHOP restaurant.

Shawn Halberson, Vice President of Compton Firefighters Local 2216, thanked the City Council in advance for their consideration of the approval of their Memorandum of Agreement (MOA).

Herbert Arceneaux, Compton resident, asked the City to address the lighting around City-owned facilities, but more specifically 600 North Alameda Avenue. He also asked that the City upgrade the equipment used during City-sponsored events. He further asked that someone investigate the possibility of Compton getting a BlueLine Transit 'quiet zone' designation on Willowbrook Avenue. He also inquired about someone writing a letter to the Post Office requesting that mail be delivered during daylight hours.

Councilperson Zurita informed Mr. Arceneaux that she reported the lighting at 600 North Alameda to the City Manager last night.

City Manager Ford stated that he was notified by Charles Nelson that a call would have to go to Southern California Edison to fix the lights.

Lynn Boone, Compton resident, petitioned Councilperson Zurita to verify whether or not fire or building permits are posted inside the Dollarhide Community Center because it is unlawful to open a facility without adequate parking. She referenced Item No. 6 and questioned why the City is rejecting the bid after so much work has been completed. She also referenced Item No. 7 and asked if the contractor would hire locally, if there is a clause in the contract for change orders, and who, from the City, will be evaluating the contractor's performance. She made reference to Item No. 8 and stated that she knew the idea of a payment plan would be denied. She also referred to Item No. 11 and maintained that she is not pleased with the MOU because she believes that Compton firefighters deserve more. She asserted that this is one of the most ill-informed City Council collectives in the history of the City of Compton and that Councilperson Arceneaux knows that everything done in the City is supposed to come before this Body. She charged that Johnny Ford was chosen to be city manager because he will do whatever is required to keep his job. She also asked that Councilperson Zurita request a report from the City Manager regarding detailing the number of projects voted on by this City Council.

Councilperson Zurita asked the City Manager to address whether or not the City has a fire permit posted inside the Dollarhide Community Center.

Bryan Batiste, Deputy Fire Chief, confirmed that there is a certificate of occupancy posted inside the Dollarhide Community Center which verifies that the facility passed the final fire and building inspections. Mr. Batiste also mentioned the parking structure which is currently in progress.

Councilperson Zurita proposed that in an effort to give the seniors their own facility, the City Council should approve the renovation of the original Douglas Dollarhide Neighborhood Center utilizing funds allocated to upgrade City Hall.

Mayor Brown proposed that a survey be conducted to obtain an overall consensus from the senior community. In addition, Mayor Brown expressed concerns for the type of financial obligations the City would incur in terms of the older facility because when the new center was being proposed there were discussions regarding whether or not the City would lease or sell the original Dollarhide Center.

CONSENT AGENDA

On motion by Zurita, seconded by Arceneaux, the Consent Agenda was approved, by the following vote on roll call:

AYES: Council Members - Zurita, Galvan, Arceneaux, Jones, Brown
NOES: Council Members - None
ABSENT:Council Members - None

APPROVAL OF MINUTES

2. JANUARY 20, 2015 **(Approved)**

END CONSENT AGENDA

REGULAR AGENDA

CITY MANAGER'S REPORT

3. A REQUEST TO SCHEDULE A PUBLIC HEARING FOR GENERAL PLAN AMENDMENT CASE NO. 2013-002/NEGATIVE DECLARATION NO. 932 - (1940 N. Bullis Road)

On motion by Zurita, seconded by Arceneaux, a public hearing was scheduled for Tuesday, February 24, 2015 at 5:50 p.m., by the following vote on roll call:

AYES: Council Members - Zurita, Galvan, Arceneaux, Jones, Brown
NOES: Council Members - None
ABSENT:Council Members - None

4. MINUTE MOTION - REQUEST TO INITIATE REQUEST FOR PROPOSAL (RFP) PROCESS FOR STATE LOBBYING SERVICES FOR FISCAL YEAR 2015-2016 **(Removed For Further Consideration)**

CITY ATTORNEY REPORTS - There were no City Attorney Reports.

UNFINISHED BUSINESS - There was no Unfinished Business.

NEW BUSINESS

5. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER TO PARAMOUNT STATION INC. DBA PARAMOUNT CHEVRON, VOYAGER INC. DBA US BANK VOYAGER FLEET SYSTEMS AND KING II GAS AND MART (VALERO) FOR THE PURCHASE OF GASOLINE AND DIESEL FUEL FOR CITY OWNED VEHICLES ($182,943)

Councilperson Zurita asked the City Manager to address why the City is not considering purchasing gasoline from local gas stations.

City Manager Ford remarked that this resolution authorizes the City to pay its debt to participating gas stations so that staff can purchase needed fuels from local gas stations. Mr. Ford also noted that Item No. 7 addresses the repair and maintenance of the City's own fueling station located within the City yard.

Councilperson Zurita asked the City Manager if the City is issued credit from participating fueling stations. City Manager Ford explained that staff is currently using gas cards to fill-up at the Valero gas station located on Compton Boulevard.

Councilperson Zurita asked if each employee with a City vehicle is given a gas card.

Triphenia Simmons, Director of General Services, answered that each department head or lead supervisor has a gas card for their department.

Councilperson Zurita asked how the gas cards are monitored. Ms. Simmons remarked that each gas card is limited to ten fill-ups per week per City vehicle.

Councilperson Arceneaux asked if staff's reason for not purchasing gas within the City of Compton was due to non-competitive pricing.

Ms. Simmons stated that most local fueling stations do not want to extend credit in accordance to the City's 30-day billing cycle.

Mayor Brown stated that she remembers when the City's fueling station went down and that she was glad to see the City Manager taking the initiative to repair them.

On motion by Zurita, seconded by Arceneaux, **Resolution #24,079** entitled **"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER TO PARAMOUNT STATION INC. DBA PARAMOUNT CHEVRON, VOYAGER INC. DBA US BANK VOYAGER FLEET SYSTEMS AND KING II GAS AND MART (VALERO) FOR THE PURCHASE OF GASOLINE AND DIESEL FUEL FOR CITY OWNED VEHICLES ($182,943)"** was approved, by the following vote on roll call:

AYES: Council Members - Zurita, Galvan, Arceneaux, Jones, Brown
NOES: Council Members - None
ABSENT: Council Members - None

6. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO REJECT THE BID OF ARDALAN CONSTRUCTION COMPANY TO PROVIDE CONSTRUCTION SERVICES FOR THE PARKS IMPROVEMENT PROJECT AND REISSUE BID INVITATION

Marvin Hunt, Deputy Director of Parks & Recreation, informed the City Council that in November 2014, the City received one bid from Ardalan Construction at $4,495,000 for the construction of Sebrie Park, Lueders Park and South Park approximately $2.3M over the engineer's projected estimate. On December 3, 2014, former City Manager Duffey authorized staff to move forward to value engineer the project to reduce costs. As a result, costs were reduced to $3.3M after which Mr. Ford advised staff to end negotiations and move towards rejecting the bid and re-releasing the invitation.

Councilperson Galvan asked Mr. Hunt when he expects the project to be completed. Mr. Hunt stated that he anticipates the completion of the parks project five months from mid-March.

Mayor Brown proposed that the City Council consider utilizing those funds to upgrade all City parks to a standard level of operation because some parks lack the simple necessities of basketball nets and restrooms.

Mayor Brown asked Mr. Hunt if a needs assessment was performed on all City parks.

Mr. Hunt confirmed that a needs assessment was conducted however it was determined that there were certain things, in regards to these three different sites that the former City Manager wanted to push forward and promote.

Councilperson Galvan agreed with the comments made by Mayor Brown and noted that lighting should also be addressed at each of the City's parks, but more specifically Lueders Park.

Councilperson Zurita asked if most or all of the equipment has been purchased for the parks. Mr. Hunt acknowledged that a fair amount of equipment for all project sites have been purchased with CDBG funding.

Councilperson Zurita indicated that because the youth have limited choices for entertainment in the City of Compton park repair and maintenance should be a priority. Ms. Zurita also noted that she was unclear as to why this project is being discontinued and/or sabotaged.

Councilperson Zurita asked that Sebrie Park be taken out of the C.A.RE. project because it is not functional at this time; in addition the Compton Unified School District has indicated that they are willing to allocate monies towards making a full baseball diamond at Sebrie Park.

Mayor Brown maintained that her concern is that each of the City's parks receive an equal distribution of funding for rehabilitation.

Councilperson Zurita proposed an allocation of funding from the City Hall renovation budget to rehabilitate the City's parks.

City Attorney Cornwell reported that 2008 Lease Revenue Bonds are expended per their approved resolution which allocates funding for projects listed. Additionally, resolutions can be rescinded so that a new list of projects can be added or so the Body can make whatever changes they desire.

Councilperson Zurita asked the City Council to consider supporting the rehabilitation of Sebrie Park which was destroyed by a water well project.

Mayor Brown asked Mr. Hunt to comment on the total dollar amount needed to bring all City parks up to a standard level. Mr. Hunt confirmed that he would prepare an itemized listing of required items that would bring the City's parks up to standard.

Mayor Brown also asked that the assessment include the Compton Par 3 Golf Course and advised the City Council to be mindful that Lease Revenue Bonds have to be paid back.

Councilperson Galvan stated that if the City's state lobbyist was working, then maybe the City could have received grant funding for its parks. Mr. Galvan went on to articulate concerns for a potential increase in crime during the summer months and how the youth will be affected.

Councilperson Arceneaux voiced a concern for Burrell McDonald Park's lack of staffing, old furniture, adequate lighting throughout the park and the availability of youth programs.

Mr. Hunt assured Councilperson Galvan that smaller parks would be completed within a smaller window after the bid is accepted. He also acknowledged the concerns expressed by Councilperson Arceneaux and noted that all parks would receive new equipment and new furniture.

Councilperson Arceneaux stated that she certainly hopes staff has worked out their staffing issues because youth activities previously held at Burrell McDonald Park were sent to Gonzales Park.

Mr. Hunt explained that the football program was sent to Gonzales Park due to lighting issues.

Councilperson Arceneaux charged that, that is an unacceptable excuse and not because it is dark in the park but because there are security issues.

Councilperson Galvan stated that he is shocked that staff even considered giving Councilperson Arceneaux old furniture and happy that the City Council made administration changes. Mr. Galvan also stated that it is imperative that the City Manager hold staff accountable for doing their job.

Mayor Brown reiterated the need to get back to the basics as it relates to adequate lighting in and around City-owned facilities. Additionally, she requested the dollar amount for what is needed in the parks to function, i.e. lighting and restrooms, which can be addressed and forecasted in the upcoming budget cycle.

Mayor Brown also proposed a phased out approach to the park construction schedule to ensure the City's parks are functional and available during the summer months.

Councilperson Zurita asked if there were any time-sensitive issues affecting the funds and construction schedule. Mr. Ford answered that all time-sensitive funds were used to purchase the park equipment.

Jim Packal, principal with M.I.G., noted that the compressed time schedule (four weeks to two weeks) affected the bidding period as well as the construction schedule which prevented a lot of general contractors from bidding on the contract.

Councilperson Zurita requested a copy of the proposed time line.

Councilperson Arceneaux requested an opportunity to discuss the needs for Burrell McDonald Park.

Mayor Brown questioned how staff prepared recommendations that resulted in Burrell McDonald Park receiving used furniture.

Mr. Hunt answered that staff received the recommendations from the former City Manager.

On motion by Zurita, seconded by Jones, **Resolution # 24,080** entitled **"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO REJECT THE BID OF ARDALAN CONSTRUCTION COMPANY TO PROVIDE CONSTRUCTION SERVICES FOR THE PARKS IMPROVEMENT PROJECT AND REISSUE BID INVITATION"** was approved, by the following vote on roll call:

AYES: Council Members - Zurita, Galvan, Arceneaux, Jones, Brown
NOES: Council Members - None
ABSENT: Council Members - None

7. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON ACCEPTING THE PROPOSAL FROM S.C. FUELING SOLUTIONS AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICE AGREEMENT AND ISSUE A PURCHASE ORDER S.C. FUELING SOLUTIONS TO PROVIDE REPAIR/UPGRADES FOR THE FUEL PUMPS AT THE CITY'S MAINTENANCE YARD ($92,241.20)

On motion by Arceneaux, seconded by Jones, **Resolution # 24,081** entitled **"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON ACCEPTING THE PROPOSAL FROM S.C. FUELING SOLUTIONS AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICE AGREEMENT AND ISSUE A PURCHASE ORDER S.C. FUELING SOLUTIONS TO PROVIDE REPAIR/UPGRADES FOR THE FUEL PUMPS AT THE CITY'S MAINTENANCE YARD ($92,241.20)"** was approved, by the following vote on roll call:

AYES: Council Members - Zurita, Galvan, Arceneaux, Jones, Brown
NOES: Council Members - None
ABSENT: Council Members - None

8. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER FOR REMITTANCE TO THE LOS ANGELES COUNTY AUDITORCONTROLLER FOR CERTAIN UNALLOWABLE ASSETS TRANSFERRED TO THE CITY OF COMPTON ($4,105,700)

Councilperson Arceneaux requested an explanation.

City Manager Ford reported that from January 2011 to January 31, 2012, the Successor Agency had been paying the City of Compton for a general liability insurance policy; and consequently the Department of Finance determined that it was an unallowable expense which has resulted in the City reimbursing the state of California the aforementioned amount.

On motion by Arceneaux, seconded by Jones, **Resolution # 24,082** entitled **"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER FOR REMITTANCE TO THE LOS ANGELES COUNTY AUDITORCONTROLLER FOR CERTAIN UNALLOWABLE ASSETS TRANSFERRED TO THE CITY OF COMPTON ($4,105,700)"** was approved, by the following vote on roll call:

AYES: Council Members - Zurita, Galvan, Arceneaux, Jones, Brown
NOES: Council Members - None
ABSENT: Council Members - None

9. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER FOR REMITTANCE TO THE LOS ANGELES COUNTY AUDITOR CONTROLLER PURSUANT TO THE LOW AND MODERATE INCOME HOUSING FUNDS DUE DILLIGENCE REVIEW REPORT ($544,173)

On motion by Zurita, seconded by Arceneaux, **Resolution # 24,083** entitled **"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER FOR REMITTANCE TO THE LOS ANGELES COUNTY AUDITOR CONTROLLER PURSUANT TO THE LOW AND MODERATE INCOME HOUSING FUNDS DUE DILLIGENCE REVIEW REPORT ($544,173)"** was approved, by the following vote on roll call:

AYES: Council Members - Zurita, Galvan, Arceneaux, Jones, Brown
NOES: Council Members - None
ABSENT: Council Members - None

10. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON SERVING IN THE CAPACITY OF HOUSING SUCCESSOR REQUESTING TRANSFER OF AVAILABLE 2010 TAX ALLOCATION BOND PROCEEDS (SERIES A HOUSING BONDS) TO FUND AFFORDABLE HOUSING PROGRAMS IN THE COMMUNITY

On motion by Zurita, seconded by Jones, **Resolution #24,084** entitled **"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON SERVING IN THE CAPACITY OF HOUSING SUCCESSOR REQUESTING TRANSFER OF AVAILABLE 2010 TAX ALLOCATION BOND PROCEEDS (SERIES A HOUSING BONDS) TO FUND AFFORDABLE HOUSING PROGRAMS IN THE COMMUNITY"** was approved, by the following vote on roll call:

AYES: Council Members - Zurita, Galvan, Arceneaux, Jones, Brown
NOES: Council Members - None
ABSENT: Council Members - None

11. A RESOLUTION OF THE COMPTON CITY COUNCIL APPROVING A MEMORANDUM OF AGREEMENT (MOA) BETWEEN THE CITY OF COMPTON AND THE COMPTON FIREFIGHTERS, LOCAL 2216 FOR FISCAL YEARS 2015-2016

On motion by Zurita, seconded by Jones, **Resolution # 24,085** entitled **"A RESOLUTION OF THE COMPTON CITY COUNCIL APPROVING A MEMORANDUM OF AGREEMENT (MOA) BETWEEN THE CITY OF COMPTON AND THE COMPTON FIREFIGHTERS, LOCAL 2216 FOR FISCAL YEARS 2015-2016"** was approved, by the following vote on roll call:

AYES: Council Members - Zurita, Galvan, Arceneaux, Jones, Brown
NOES: Council Members - None
ABSENT: Council Members - None

APPROVAL OF WARRANTS - There were no warrants to be approved.

#1.

COUNCIL COMMENTS

Councilperson Zurita offered the following announcements/communications:

- Asked the City Manager to bring back an item for the City Council to consider placing all travel paid for with City funds on the agenda.

- Attended the National Association for Equal Justice in America (NAEJA) meeting and Swearing-In Ceremony for Senator Isadore Hall III.

- Swearing-In Ceremony for 64th District Assemblyman Mike Gipson will be held Saturday, February 7, 2015 in the campus theatre of California State University Dominguez Hills at 10 a.m. For more information please call (310) 223-1201.

- California State Board of Equalization Chairman Jerome Horton and Assemblyman Mike Gipson will be hosting a California Educational Solutions workshop on tax preparation.

- Brickyard Townhall meeting will be held Saturday, February 7, 2015 at Gonzales Park from 5 p.m. to 6:30 p.m.

Black History Month Recognitions
George Crum (creator of the potato chip)

***Councilperson Zurita exited the meeting at 5:45 p.m.**

Councilperson Galvan offered the following announcements/communications:

- Asked the City Manager to designate a City employee that monitors the parks every other day to assess the facilities.

- Asked the City Manager to see if he could make the parks youth sports programs more affordable.

- Second District Townhall meeting will be held Wednesday, February 4, 2015 at Our Lady of Victory Church at 5:30 p.m.

Councilperson Arceneaux offered the following announcements/communications:

- Commented on the success of the Compton Initiative Third District Clean-Up last Saturday wherein 1,000+ volunteers particiated.

- Third District Townhall meeting will be held Thursday, February 12, 2015 at Burrell McDonald Park from 6 p.m. to 7 p.m.

- Announced that she would be co-hosting a Black History Month program with Councilperson Jones to be held Friday, February 27, 2015 at the Dollarhide Community Center from 10 am. to 2 p.m. There will be live entertainment, motivational speaking, and a catered lunch. For more information please call (310) 605-5688.

- Commented on the events that occurred during the filming of the "Straight Outta Compton" trailer in which Shug Knight allegedly killed one man and injured another.

- Inquired about the City of Compton's permit and proper notification process.

    - City Manager Ford reported that initially a film permit application is filled out, then it is filtered throughout the various departments, and once approved, it is sent back to the City Manager's office for final approval.

- **Neil Holmes,** indicated that the Sheriffs' Department was very involved in this process as well. He maintained that this was an isolated case and not a part of the movie itself or the filming. All permits were pulled and provided to the City Manager's Office.

- Expressed concerns for a permit process that allows producers to film in the City of Compton without properly notifying the members of the City Council.

    - City Manager Ford assured Councilperson Arceneaux that staff will refine the permit and pricing perspective.

Meeting adjournment
Emily Labone Johnson

Councilperson Jones offered the following announcements/communications:

- Fourth District Townhall meeting will be held Thursday, February 5, 2015 at Kelly Park at 6 p.m.

- Valentine's Day Social will be held Thursday, February 12, 2015 at the Dollarhide Community Center.

- Congratulated Senator Hall III on his election to the California State Senate.

Mayor Brown offered the following announcements/communications:

- Announced that today marks the 145th anniversary of the ratification of the 15th Amendment.

- Expressed her gratitude to all the staff members that contributed to the success of Senator Isadore Hall's Swearing-In Ceremony.

- Commented on the success of CCUNAT's Human Trafficking Symposium held over the weekend.

- Affordable Healthcare Enrollment event will be held Saturday, February 7, 2015 at Greater Zion Church from 10 a.m. to 3 p.m.

- Swearing-In Ceremony & Gospel Concert for Assemblyman Gipson will be held Saturday, February 7, 2015 at Southside Bethel Baptist Church. For more information email Keara Joe at Keara.joe@asm.ca.gov or call (310) 223-1201.

- Saint Timothy's Episcopal Church will be presenting a "Valentines Luncheon" event to be held Saturday, February 14, 201 from 2 p.m. to 6 p.m. For more information please call (310) 638-6319.

- Made comments in reference to President Barack Obama's State of the Union Address and 2016 fiscal year budget properly deemed "The Blueprint for Middle-Class Economics."

Resident Concerns
Street crossing lights are out on Central and Reed Street near the CVS pharmacy
Fix the potholes on Poplar and Tajuata (near Tibby Elementary school)
Timeline for the city-wide lighting assessment

#1.

ADJOURNMENT

On motion by Galvan, seconded by Arceneaux, the meeting was adjourned at 5:57 p.m. in memory of **Emily Lavonne Johnson**, by the following vote on roll call:

AYES: Council Members - Galvan, Arceneaux, Jones, Brown
NOES: Council Members - None
ABSENT: Council Members - Zurita

_____ _____

City Clerk of the City of Compton **Mayor of the City of Compton**

FEBRUARY 10, 2015

The City Council meeting was called to order at 6:48 p.m. in the Council Chambers of City Hall by Mayor Aja Brown.

ROLL CALL

Council Members Present: **Zurita, Galvan, Arceneaux, Jones, Brown**
Council Members Absent: **None**

Other Officials Present: **C. Cornwell, A. Godwin, J. Ford**

5:50 P.M. PUBLIC HEARING - FOR A CODE TEXT AMENDMENT TO CREATE A MODIFIED PARKING REQUIREMENT (Rescheduled to February 17, 2015 at 3:45 p.m.)

PUBLIC COMMENTS ON AGENDA ITEMS AND NON-AGENDA MATTERS

Lloyd Wilkinson, former Compton resident, petitioned the City Council to address the notice of receivership Hayward James received on January 15, 2015. Mr. Wilkinson went on to accuse the members of the City Council of economically and politically "lynching" the residents with city-wide scams to relieve them of their properties.

Benjamin Holifield, Compton resident, stated that he was reminded of Compton's earlier days of peace and unity during Councilperson Galvan's Second District townhall meeting and birthday party. He went on to ask that the City Manager stop the development of the parking structure until at least three African Americans are hired to work on the site; and instead of moving the seniors to another facility, he proposed that the services at the Dollarhide Community Center be improved.

Michael Turner, Compton resident and representative of the NAACP Compton branch, announced that he would be investigating the claim made by Mr. Wilkinson concerning Mr. James' residence.

Roland Coleman, Compton America's Job Center of California, thanked the City of Compton for working with them to host their "Second Annual Job Fair" to be held Saturday, May 9, 2015 at the Compton Airport.

Eunice Obi, Compton resident, made reference to a magazine article in which Mayor Brown is allegedly cited as referring to one of her colleagues in a negative light. She went on to question how effective the City Council is to the citizens of Compton, if they are constantly at odds with each other. She went on to suggest that the City utilize the services provided by Careerlink to train and prepare African American and Latino gang members for employment opportunities.

Lorraine Cervantes, Compton resident, commended Assemblyman Mike Gipson for committing to proposing legislation that challenges Assembly Bill 318 so that citizens can try to regain control of Compton Community College. She also invited the community to attend the next board meeting scheduled for Tuesday, February 17, 2015 at 5 p.m. She also asked that citizens support the Sheriffs' Department and the seat of the mayor.

Lynn Boone, Compton resident, insisted that Councilperson Galvan offer Mr. Hayes an apology for accusing him of wrongdoing. She also asked who from the City would inspect the completed street projects. Ms. Boone also proposed the removal of Item No. 7 due to an unethical political association between the company and a candidate.

#1.

CONSENT AGENDA

On motion by Zurita, seconded by Galvan, the Consent Agenda was approved, by the following vote on roll call:

AYES: Council Members - Zurita, Galvan, Arceneaux, Jones, Brown
NOES: Council Members - None
ABSENT: Council Members - None

APPROVAL OF MINUTES

1. JANUARY 27, 2015 **(Approved)**

CITY MANAGER/CITY ATTORNEY/CITY TREASURER REPORTS

2. STATUS REPORT OF THE 2014 STREET RESURFACING PROJECT (CIP# 14-01)**(Received/Filed)**

END CONSENT AGENDA

REGULAR AGENDA

CITY MANAGER'S REPORT

3. A REQUEST TO SET A PUBLIC HEARING TO CONSIDER A PROPOSED ISSUANCE OF MULTIFAMILY HOUSING REVENUE BONDS FOR ACQUISTION AND REHABILITATION OF ST. TIMOTHY'S TOWER AND ST. TIMOTHY'S MANOR LOCATED AT 425 S. OLEANDER STREET, COMPTON

On motion by Zurita, seconded by Jones, a public hearing was scheduled for Tuesday, March 3, 2015 at 3:35 p.m., by the following vote on roll call:

AYES: Council Members - Zurita, Galvan, Arceneaux, Jones, Brown
NOES: Council Members - None
ABSENT: Council Members - None

4. A FEE WAIVER REQUEST FROM COMPTON OPTIMIST CLUB TO UTILIZE THE COMPTON BLUE ROOM FACILITY ON MARCH 18, 2015

On motion by Zurita, seconded by Galvan, the fee waiver was approved, by the following vote on roll call:

AYES: Council Members - Zurita, Galvan, Arceneaux, Jones, Brown
NOES: Council Members - None
ABSENT: Council Members - None

5. POWER POINT PRESENTATION - CITYWIDE LIGHTING ASSESSMENTS QUOTES

Robert Delgadillo, Planning Manager, offered a PowerPoint presentation and staff report on the City of Compton's street light assessment study.

BACKGROUND

In 2014, the City Council requested information on the cost of conducting a City-wide lighting assessment to eliminate the dark areas of the City; and to investigate the possibility of improving the visual aesthetics of the nighttime streetscape.

STATEMENT OF ISSUE

Staff contacted seven lighting assessment firms and three responded with written quotes to conduct a City-wide lighting assessment. The lighting assessment will involve surveying all of the streets in the City of Compton to identify dark areas, log their locations, and make recommendations for installing light bollards, building up lighting, accent lighting, and tree well up lighting to improve the visual aesthetics of the nighttime streetscape. The scope of work for the lighting assessment can be further refined if a Request for Proposal (RFP) is prepared.

The three companies and their quotes are listed below:

1. The Ruzika Company - $60,000 to $75,000.00

2. South Coast Lighting and Design - $60,000.00

3. Evan Brooks Associates - $24,950.00

ALTERNATIVE OPTION

4. The basic assessment quotes stated above do not specifically include the retrofit to LED analysis. Staff has obtained an alternative proposal from Lighting Technology Services Inc. (LTS) who is proposing to conduct a lighting assessment for the City with the goal of improving the existing lighting conditions and replacing all of the City's Metal Halide lighting with LED lighting. The LED lighting offers lower energy costs, longer fixture life and lower maintenance cost. The lighting assessment and installation cost of LED lighting would be repaid to LTS through the 35% to 70% energy savings the City would receive through the installation of the LED lighting.

SCE will underwrite this conversion, interest free. LTS estimates that the cost to convert all 1,200 City-owned lights to LED would cost approximately $900,000. In addition, the Public Utilities Commission will require SCE to pay for the LED conversion on all of their lights.

FISCAL IMPACT

There will be a fiscal impact to the General Fund should the City Council elect to pursue the execution of a City-wide Lighting Assessment. The alternative option may not cost the City any funds but would need further investigation to verify.

If the City Council decides to conduct a lighting assessment, the next step would be to prepare a formal Request for Proposal (RFP) and select a firm to perform the assessment. All of the above firms that provided estimates, and any additional firms, would be free to submit a proposal. The RFP would specify exactly the scope of work and information the analysis should provide the City.

If the City Council decides not to conduct a lighting assessment, no further action will be taken.

Councilperson Arceneaux requested a timeline for SCE's LED conversion program.

Mr. Delgadillo indicated that he would contact Marvin Jackman for specific details.

Councilperson Arceneaux also asked that Mr. Delgadillo inquire about whether or not this project qualifies for Rule 21 funding.

Mayor Brown requested an assessment that details the amount of lighting needed in the City's dark areas and their locations. Mayor Brown also asked if LED conversions radiate brighter lighting and cost savings.

Mr. Delgadillo indicated that LED lights are very bright and that the RFP can include requirements of illumination levels equal to or better than what is currently being used in the City.

Councilperson Arceneaux asked that the assessment include brighter lights in the City's parks.

Councilperson Jones expressed a concern for the cost of the assessment and implementation as neither item is in the budget.

Mr. Delgadillo explained that the assessment (ranging up to $75,000) will determine the cost for implementation.

Councilperson Zurita made recommendations to the City Manager to reference lighting assessment reports from the previous administration.

CITY ATTORNEY'S REPORTS

CLOSED SESSION

6. CONFERENCE WITH LEGAL COUNSEL CONFERENCE WITH LEGAL COUNSEL - Existing Litigation Bradford v. City of Compton, LASC Case Number TC026769 Pursuant to California Government Code Section 54956.9(a)

   CONFERENCE WITH LABOR NEGOTIATOR - Agency Negotiator: City Manager Employee Organization(s): Compton Management Employees Association Pursuant to California Government Code Section 54957.6

On motion by Zurita, seconded by Jones, the above closed sessions were approved, by the following vote on roll call:

AYES: Council Members - Zurita, Galvan, Arceneaux, Jones, Brown
NOES: Council Members - None
ABSENT: Council Members - None

UNFINISHED BUSINESS - There was no Unfinished Business.

NEW BUSINESS

7. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH C.H.A.N.G.E FOUNDATION FOR GRAFFITI REMOVAL SERVICES

Councilperson Arceneaux asked the City Manager to address whether or not two individuals could coordinate and manage the graffiti removal process throughout the City of Compton.

City Manager Ford replied affirmatively noting that two of the City's two-person crews have expanded to four-people crews on the weekend and are operating on an as-needed basis.

Renee Ferrell, Grants manager, also noted that when evaluating the proposal, staff considered the company's knowledge of the City, previous service, and price to determine them to be the best organization for the services requested.

Councilperson Arceneaux expressed a concern for the organization's ability to remove graffiti on a daily basis.

City Manager Ford maintained that the same level of service was provided by Urban Graffiti.

Councilperson Arceneaux requested the graffiti removal turnaround period.

Ms. Ferrell explained that the organization will be working three days a week and that staff has been working with the Street Superintendent, Charles Nelson, and his staff to respond to requests for graffiti removal.

Mayor Brown articulated her support for hiring a local organization familiar with the City's hot spots.

Councilperson Zurita asked if a bidding process is required to expend grant funding. Ms. Ferrell answered that several companies were contacted for quotes on this particular item which does not require a formal bidding process.

Councilperson Zurita questioned if this company has insurance. Ms. Ferrell replied affirmatively.

Councilperson Zurita requested the length of the contract. Ms. Ferrell answered that the contract expires June 30, 2015 which is a significant cost savings from the services provided by Urban Graffiti totaling upwards of $175,000.

Councilperson Zurita questioned how the City could spend so much money without coming before the City Council.

Mayor Brown asked if these authorizations were approved by the previous City Manager.

City Manager Ford stated that staff is in the process of bringing a warrant back for City Council approval.

Councilperson Zurita stated that she was not concerned about who the City Manager was when this happened and requested the total amount spent for graffiti removal services for fiscal year 2014-2015. City Manager Ford stated that he would have that amount next week.

Councilperson Galvan asked the City Attorney to address how the previous City Manager was able to hire Urban Graffiti and authorize over $175,000 in invoices without coming to the City Council for approval.

City Attorney Cornwell stated that he did not have any information available pertaining to the previous City Manager's authorizations.

Councilperson Galvan requested an investigation relating to how the previous City Manager G. H. Duffey was able to authorize $175,000 in invoices.

Councilperson Zurita proposed that all contracts totaling over $25,000 approved in the past year be brought back to the City Council.

Mayor Brown requested the total amount of outstanding debt for graffiti removal services under the leadership of the previous City Manager.

City Manager Ford stated that invoices currently total approximately $122,000.

Councilperson Jones requested a resolution be brought back requiring all contracts be brought before the City Council for approval.

City Attorney Cornwell assured Councilperson Jones that the resolution is prepared and will be submitted for the agenda process.

On motion by Arceneaux, seconded by Jones, **Resolution # 24,086** entitled **"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH C.H.A.N.G.E FOUNDATION FOR GRAFFITI REMOVAL SERVICES"** was approved, by the following vote on roll call:

AYES: Council Members - Galvan, Arceneaux, Jones, Brown
NOES: Council Members - None
ABSENT:Council Members - None
ABSTAIN: Council Members - Zurita

Councilperson Zurita abstained from voting due to noticeable political signs posted at the company's address.

#1.

APPROVAL OF WARRANTS

8. Warrant #225304 - 1/22/15 - Selectron Technologies Inc. - Payment for Hardware and Software Update for IVR (Milestone 2) - $4,346.38 - Requested by Water

On motion by Zurita, seconded by Jones, Warrant #225304 was approved, by the following vote on roll call:

AYES: Council Members - Zurita, Galvan, Arceneaux, Jones, Brown
NOES: Council Members - None
ABSENT: Council Members - None

COUNCIL COMMENTS

Councilperson Zurita offered the following communications/announcements:

- Commented on the success of the Jasmine Gardens grand opening.
- Commended the Concerned Citizens Committee for their ability to discuss issues in a non-partisan environment.

***Councilperson Galvan exited the meeting at 8:15 p.m.**

- Announced the brickyard developer's commitment to donate $45,000 towards the renovation of Jackie Robinson stadium.
- Volunteered at the Homeboy Industries facility.
- Requested a report on the City Council's travel policy and expenses.
- First District Townhall meeting will be held Saturday, February 28, 2015 at 1513 North Grandee Avenue beginning at 1 p.m. Topics include: Park Water Company water well.

Councilperson Arceneaux offered the following communications/announcements:

- Attended the Metropolitan Water District (MWD) board meeting today held in honor of Black History Month.
- Advised vendors to publicly remain neutral in political situations.
- Third District townhall meeting will be held Thursday, February 12, 2014 at Burrell McDonald Park from 6 p.m. to 7 p.m.
- 4th Annual Black History Month program will be held Saturday, February 27, 2015 at the Dollarhide Community Center from 10 a.m. to 2 p.m. For more information call (310) 605-5688.
- Chairman of the California State Board of Equalization Jerome Horton will be hosting a "Free Income Tax Preparation & Family Services" event to be held Saturday February 14, 2015 at California State University Dominguez Hills from 10 a.m. to 2 p.m. For more information please contact Rafeal Zanega (310) 297-5263.
- Greater Los Angeles Career Fair will be held Thursday, February 12, 2015 at the Holiday Inn LAX at La Cienega from 11 a.m. to 2 p.m. For more information go to www.choicecareerfair.com.

Meeting adjournment
Virginia Thompson
Ronald G. Dozier

Councilperson Jones offered the following communications/announcements:

- Thanked the City Manager and staff for their contributions to the success of the Fourth District Townhall meeting. Mr. Jones requested a staff member from the Public Works Department at future meetings.

- Asked the City Manager to provide an update on the work to be done in the area of Myrrh and Harris Street, Caldwell Street, and Atlantic Drive.

- Valentines Social will be held Friday, February 13, 2015 at the Dollarhide Community Center beginning at 10 a.m.

- Attended the Swearing-In Ceremony for Assemblyman Mike Gipson and the Jasmine Gardens grand opening.

Meeting adjournment
Elder Georges

Mayor Brown offered the following communications/announcements:

- Attended Assemblyman Mike Gipson's Swearing-In Ceremony; Jasmine Gardens grand opening; and Greater Zion Covered California event.

- Encouraged residents to get healthcare coverage before the February 15, 2015 deadline to avoid penalties upwards of $6,000.

- Planning Commission meeting will be held Wednesday, February 11, 2015 at 7 p.m. Topics include: the brickyard development.

Resident Concerns
Illicit activity reported on the northeast corner of Compton and Central at a small storefront business open after-hours.

On motion by Zurita, seconded by Arceneaux, the meeting recessed to closed session at 8:42 p.m., by the following vote on roll call:

AYES: Council Members - Zurita, Arceneaux, Jones, Brown
NOES: Council Members - None
ABSENT: Council Members - Galvan

The meeting reconvened from closed session at 10:04 p.m.

REPORT OUT OF CLOSED SESSION

City Attorney Cornwell reported out that City Council met in closed session except for Councilperson Galvan. In the case regarding conference with legal counsel - existing litigation Bradford v. City of Compton, LASC Case Number TC026769 pursuant to California Government Code Section 54956.9(a). No reportable action taken in this matter.

2) As it relates to conference with labor negotiator - Agency Negotiator: City Manager Employee Organization(s): Compton Management Employees Association pursuant to California Government Code Section 54957.6. No reportable action taken in this matter.

ADJOURNMENT

The meeting was adjourned at 10:06 p.m. for a lack of a quorum.

_____ _____

City Clerk of the City of Compton **Mayor of the City of Compton**

February 24, 2015

TO: **MAYOR AND COUNCIL MEMBERS**

FROM: **JON THOMPSON, FIRE CHIEF**
COMPTON FIRE DEPARTMENT

SUBJECT: **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ACCEPT HOMELAND SECURITY GRANT PROGRAM GRANT FUNDS, EXECUTE A SUB-RECIPIENT AGREEMENT WITH THE COUNTY OF LOS ANGELES AND AMEND THE 2014-2015 FISCAL YEAR BUDGET**

SUMMARY

This resolution authorizes the City Manager to enter into a Sub-Recipient Agreement with the County of Los Angeles to accept $12,316.00 in Homeland Security Grant Program ("HSGP") funding and amend the 2014-2015 Fiscal Year budget.

BACKGROUND

On December 3, 2013, the County of Los Angeles Board of Supervisors authorized the City of Compton as a Subrecipient of this grant. These grant funds are provided to address the unique equipment, training, exercise and planning management needs to assist in building an enhanced and sustainable capacity to prevent, respond to, and recover from threats or acts of terrorism.

STATEMENT OF THE ISSUE

In order to receive these funds an agreement must be executed between the City of Compton and the County of Los Angeles. The Fire Department will use said funds to provide for backfilling so that members may receive the above-mentioned training.

FISCAL IMPACT

The 2014-2015 Fiscal Year Budget shall be amended to accept the funds in Account No. 10010000003569. The Fire Department's 2014-2015 Fiscal Year Budget must be amended to appropriate funds in the amount of $12,316.00 to Account No. 10016900004171.

ALTERNATIVE

The alternative would be not to accept the grant.

RECOMMENDATION

Staff recommends that Council adopt the attached resolution.

JON THOMPSON, FIRE CHIEF
COMPTON FIRE DEPARTMENT

APPROVED FOR FORWARDING:

JOHNNY FORD
CITY MANAGER

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ACCEPT HOMELAND SECURITY GRANT PROGRAM GRANT FUNDS, EXECUTE A SUB-RECIPIENT AGREEMENT WITH THE COUNTY OF LOS ANGELES AND AMEND THE 2014-2015 FISCAL YEAR BUDGET

WHEREAS, on December 3, 2013, the County of Los Angeles Board of Supervisors accepted the 2013 Homeland Security Grant Program (HSGP) for the Los Angeles County Operational Area; and

WHEREAS, the City of Compton Fire Department will receive a total of $12,316 of said funds; and

WHEREAS, these grant funds are provided to address the unique equipment, training, exercise and planning management needs to assist in building an enhanced and sustainable capacity to prevent, respond to, and recover from threats or acts of terrorism; and

WHEREAS, the City of Compton is a Subrecipient of the grant and in order to receive these funds an agreement must be executed between the City of Compton and the County of Los Angeles; and

WHEREAS, the Fire Department's 2014-2015 Fiscal Year Budget must be amended to appropriate funds in the amount of $12,316.00.

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

Section 1. That the City Manager is hereby authorized to accept, on behalf of the City of Compton, the Homeland Security Grant Program (HSGP-2013) grant funding in the amount of Twelve Thousand Three Hundred Sixteen Dollars ($12,316.00) and enter the Sub-Recipient Agreement with the County of Los Angeles.

Section 2. That the 2014-2015 Fiscal Year Budget shall be amended to accept the $12,316.00 in grant funds into Account No. 1001 000 000 3569 and the Fire Department's 2014-2015 Fiscal Year budget shall be amended to appropriate funds in the amount of $12,316.090 into Account No. 1001 690 000 4171.

Section 3. That a copy of this Resolution shall be filed in the offices of the City Clerk, City Manager, City Controller, City Attorney and the Fire Department.

Section 4. That the Mayor shall sign and the City Clerk shall attest to the adoption of this Resolution.

ADOPTED this _____ day of _____, 2015.

_____

MAYOR OF THE CITY OF COMPTON

#2.

ATTEST:

_____
CITY CLERK OF THE CITY OF COMPTON

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON: ss

I, Alita Godwin, City Clerk of the City of Compton, hereby certify that the foregoing Resolution was adopted by the City Council, signed by the Mayor, and attested by the City Clerk at a regular meeting thereof held on the ____ day of _____, 2015.

That this Resolution was adopted by the following vote, to wit:

AYES: COUNCIL MEMBERS-
NOES: COUNCIL MEMBERS-
ABSTAINS: COUNCIL MEMBERS-
ABSENT: COUNCIL MEMBERS-

_____
CITY CLERK OF THE CITY OF COMPTON

County of Los Angeles
CHIEF EXECUTIVE OFFICE
Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
http://ceo.lacounty.gov

WILLIAM T FUJIOKA
Chief Executive Officer

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

September 12, 2014

Jon Thompson, Fire Chief
Compton Fire Department
201 South Acacia Ave.
Compton, CA 90220

Dear Chief Thompson:

2013 HOMELAND SECURITY GRANT PROGRAM
SUBRECIPIENT AGREEMENT

On December 3, 2013, the Los Angeles County (County) Board of Supervisors accepted the 2013 Homeland Security Grant Program (HSGP) for the HSGP Los Angeles County Operational Area. The County requires a formal Subrecipient Agreement between the City of Compton and the County which outlines the requirements of the grant and provides the guidelines to follow for HSGP reimbursement of eligible expenses.

Enclosed please find two copies of the Subrecipient Agreement (SA) between the City of Compton and the County of Los Angeles. Each copy of the SA requires original signatures (in blue ink), with complete contact information listed in Paragraph 102B and signed Exhibit pages A, B, C and D (with D needing each page initialed in the lower right corner) by the appropriate staff of your city. Details of your 2013 approved project(s) can be found under Exhibit E. Please return both signed agreements to:

Chief Executive Office
Attn: Craig Hirakawa
County Disaster Administrative Team
222 S. Hill Street, 2nd Floor, Suite 200
Los Angeles, CA 90012

Mr. Hirakawa will obtain the required County signatures and return a fully executed original of the SA to you. Please be aware that any sole source, aircraft, watercraft, and/or environmental clearances must be approved by the State prior to your jurisdiction incurring any costs related to the item(s) requiring such clearances.

If you have any questions, your staff may contact Mr. Hirakawa at (213) 974-1127 or by email at chirakawa@ceo.lacounty.gov.

Sincerely,

WILLIAM T FUJIOKA
Chief Executive Officer

Alvia Shaw
Interim Manager

WTF:AS:sc

Enclosures

c: G. Harold Duffey, City Manager
City of Compton (w/o enclosure)

Subrecipient Agreement

Between the County of Los Angeles and

The City of Compton

Grant Year 2013

Homeland Security Grant Program

#2.

SUBRECIPIENT AGREEMENT
BETWEEN THE COUNTY OF LOS ANGELES
AND
THE CITY OF COMPTON

THIS AGREEMENT ("Agreement") is made and entered into by and between the County of Los Angeles, a political subdivision of the State of California (the "County of Los Angeles"), and the City of Compton, a public agency (the "Subrecipient").

W I T N E S S E T H

WHEREAS, the U.S. Department of Homeland Security Title 44 C.F.R. through the Office of Grants and Training (G&T), has provided financial assistance from the Homeland Security Grant Program (HSGP), Catalog of Federal Domestic Assistance (CFDA) 97.067 directly to the California Governor's Office of Emergency Services (Cal OES) for the 2013 HSGP; and

WHEREAS, the Cal OES provides said funds to the County of Los Angeles as its Subgrantee, and the Chief Executive Officer (CEO) is responsible for managing and overseeing the HSGP funds that are distributed to other specified jurisdictions within Los Angeles County; and

WHEREAS, this financial assistance is being provided to the Subrecipient in order to address the unique equipment, training, exercise and planning management needs of the Subrecipient, and to assist the Subrecipient in building effective prevention and protection capabilities to prevent, respond to, and recover from threats or acts of terrorism; and

WHEREAS, the County of Los Angeles as Subgrantee has obtained approval of the 2013 HSGP grant from Cal OES for the Subrecipient in the amount of $12,316; and

WHEREAS, the CEO now wishes to distribute 2013 HSGP grant funds to the Subrecipient, as further detailed in this Agreement; and

WHEREAS, the CEO is authorized to enter into subrecipient agreements with cities providing for re-allocation and use of these funds; and to execute all future amendments, modifications, extensions, and augmentations relative to the subrecipient agreements, as necessary; and

WHEREAS, the County of Los Angeles and Subrecipient are desirous of executing this Agreement, and the County of Los Angeles Board of Supervisors on December 3, 2013 authorized the CEO to prepare and execute this Agreement.

NOW, THEREFORE, the County of Los Angeles and Subrecipient agree as follows:

SECTION I

INTRODUCTION

§101. Parties to this Agreement

The parties to this Agreement are:

A. County of Los Angeles, a political subdivision of the State of California, having its principal office at Kenneth Hahn Hall of Administration, 500 West Temple Street, Los Angeles, CA 90012; and

B. City of Compton, a public agency, having its principal office at 205 S. Willowbrook Avenue, Compton, CA 90220.

§102. Representatives of the Parties and Service of Notices

A. The representatives of the respective parties who are authorized to administer this Agreement and to whom formal notices, demands and communications must be given are as follows:

1. The representative of the County of Los Angeles is, unless otherwise stated in this Agreement:

Alvia Shaw, Interim Director
Chief Executive Office, Los Angeles County (LAC)
222 S. Hill Street, 2nd Floor
Los Angeles, CA 90012
Phone: (213) 974-7315
Fax: (213) 687-3765
ashaw@ceo.lacounty.gov

With a copy to:
Craig Hirakawa, Grants Manager
Chief Executive Office, LAC
222 S. Hill Street, 2nd Floor
Los Angeles, CA 90012
Phone: (213) 974-1127
Fax: (213) 687-3765
chirakawa@ceo.lacounty.gov

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#2.

2. The representative of Subrecipient is:

Name and
Title:

Organization

Address:

City/State/Zip:

Phone:

Fax:

Email:

With a copy to:

Name and
Title:

Organization

Address:

City/State/Zip:

Phone:

Fax:

Email:

B. Formal notices, demands and communications to be given hereunder by either party must be made in writing and may be effected by personal delivery, regular U.S. Postal mail service and/or e-mail. In the event of personal delivery or email, the message will be deemed communicated upon receipt by the County of Los Angeles. In the event of mail service, the message will be deemed communicated as of the date of mailing.

C. If the name and/or title of the person designated to receive the notices, demands or communications or the address of such person is changed, written notice must be given, in accord with this section, within five (5) business days of said change.

§103. Independent Party

Subrecipient is acting hereunder as an independent party, and not as an agent or employee of the County of Los Angeles. An employee of Subrecipient is not, and will not be deemed, an employee of the County of Los Angeles by virtue of this Agreement, and Subrecipient must so inform each employee organization and each employee who is hired or retained under this Agreement. Subrecipient must not represent or otherwise hold out itself or any of its directors, officers, partners, employees, or agents to be an agent or employee of the County of Los Angeles by virtue of this Agreement.

§104. Conditions Precedent to Execution of This Agreement

Subrecipient must provide the following signed documents to the County of Los Angeles, unless otherwise exempted:

A. Certifications and Disclosures Regarding Lobbying, attached hereto as Exhibit A and made a part hereof, in accordance with §411.A.14 of this Agreement. Subrecipient must also file a Disclosure Form at the end of each calendar quarter in which there occurs any event requiring disclosure or which materially affects the accuracy of the information contained in any Disclosure Form previously filed by Subrecipient.

B. Certifications Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion, attached hereto as Exhibit B and made a part hereof, as required by Executive Order 12549 in accordance with §411.A.12 of this Agreement.

C. Certification Regarding Drug-Free Workplace, attached hereto as Exhibit C and made a part hereof, in accordance with §411.A.13 of this Agreement.

D. Certification of Grant Assurances – Non-Construction Programs, attached hereto as Exhibit D and made a part hereof, in accordance with §411.C of this Agreement.

SECTION II

TERM AND SERVICES TO BE PROVIDED

§201. Performance Period

The performance period of this Agreement is from September 1, 2013 to March 31, 2015, unless the County of Los Angeles, with Cal OES approval, provides written notification to the Subrecipient that the performance period has been extended, in which case the performance period will be so extended by such written notification, as provided in §502, below.

§202. Use of Grant Funds

A. Subrecipient and the County of Los Angeles have previously completed a mutually approved budget/expenditure plan, hereinafter "Budget," for the 2013 HSGP, which has been approved by Cal OES. This information is contained in a copy of the Final Grant Award Letter and Worksheet, attached hereto as Exhibit E.

Any request by Subrecipient to modify the Budget must be made in writing with the appropriate justification and submitted to CEO for approval. If during the County of Los Angeles review process, additional information or documentation is required, the Subrecipient will have ten (10) business days to comply with the request. If the Subrecipient does not comply with the request, CEO will issue written notification indicating that the requested modification will not be processed. Modifications must be approved in writing by the County of Los Angeles and Cal OES during the term of this Agreement. Upon approval, all other terms of this Agreement will remain in effect.

Subrecipient must utilize grant funds in accordance with all Federal regulations and State Guidelines.

B. Subrecipient agrees that grant funds awarded will be used to supplement existing funds for program activities, and will not supplant (replace) non-Federal funds.

C. Subrecipient must review the Federal Debarment Listing at http://www.epls.gov/epls/search.do prior to the purchase of equipment or services to ensure the intended vendor is not listed and also maintain documentation that the list was verified.

D. Prior to the purchase of equipment or services utilizing a sole source contract of $100,000 or more, justification must be presented to CEO, who upon review will request approval from Cal OES. Such approval in writing must be obtained prior to the commitment of funds.

E. Subrecipient must provide any reports requested by the County of Los Angeles to the CEO indicating Subrecipient's performance under this Agreement, including progress on meeting program goals. Reports must be in the form requested by the County of Los Angeles, and must be provided by the 15th of the following month. Subrecipient must timely submit claims for reimbursement.

F. Subrecipient must provide a copy of their Annual Single Audit Report, as required by Office of Management and Budget circular A-133, to CEO no later than March 31st of the year following the reporting period.

G. Subrecipient must provide a Corrective Action Plan to CEO within 30 days of any audit finding.

H. Subrecipient will be monitored by the County of Los Angeles on an annual basis to ensure compliance with Cal OES grant program requirements. The County of

Los Angeles anticipates that said monitoring will include, at a minimum, one on-site visit during the term of this Agreement.

I. Any equipment acquired pursuant to this Agreement must be authorized in the G&T Authorized Equipment List (AEL) available online at http://www.rkb.us and the Funding Guidelines of the 2013 HSGP, Funding Opportunity Announcement, incorporated by reference, and attached hereto as Exhibit F. Subrecipient must provide the County of Los Angeles a copy of its most current procurement guidelines and follow its own procurement requirements as long as they meet or exceed the minimum Federal requirements. Federal procurement requirements for the 2013 HSGP can be found at Office of Management and Budget Circular A-102, Title 44 C.F.R. Part 13.

Any equipment acquired or obtained with Grant Funds:

1. Will be made available under the California Disaster and Civil Defense Master Mutual Aid Agreement in consultation with representatives of the various fire, emergency medical, hazardous materials response services, and law enforcement agencies within the jurisdiction of the applicant;

2. Will be consistent with needs as identified in the State Homeland Security Strategy and will be deployed in conformance with that plan;

3. Will be made available pursuant to applicable terms of the California Disaster and Civil Defense Master Mutual Aid Agreement and deployed with personnel trained in the use of such equipment in a manner consistent with the California Law Enforcement Mutual Aid Plan or the California Fire Services and Rescue Mutual Aid Plan.

J. Equipment acquired pursuant to this Agreement will be subject to the requirements of Title 44, C.F.R. Part 13.32. For the purposes of this subsection, "Equipment" is defined as tangible nonexpendable property, having a useful life of more than one year which costs $5,000 or more per unit. Items costing less than $5,000, but acquired under the "Equipment" category of the Grant must also be listed on any required Equipment Ledger.

1. Equipment must be used by Subrecipient in the program or project for which it was acquired as long as needed, whether or not the project or program continues to be supported by Federal funds. When no longer needed for the original program or project, the Equipment may be used in other activities currently or previously supported by a Federal agency.

2. Subrecipient must make Equipment available for use on other like projects or programs currently or previously supported by the Federal Government, providing such use will not interfere with the work on the projects or program for which it was originally acquired. First preference for other use must be given to other programs or projects supported by the awarding agency.

3. An Equipment Ledger must be maintained listing each item of Equipment acquired with HSGP funds. The Equipment Ledger must be kept up to date at all times. Any changes must be recorded in the Ledger within ten (10) business days and the updated Ledger is to be forwarded to the County of Los Angeles' Auditor-Controller Shared Services Division. The Equipment Ledger must include: (a) description of the item of Equipment, (b) manufacturer's model and serial number or other identification number, (c) the fund source/grant year of acquisition of the Equipment, including the award number, (d) date of acquisition, (e) the acquisition cost of the Equipment, (f) percentage of Federal participation, (g) location and condition of Equipment and (h) disposition data, including date and sale price, if applicable. Records must be retained pursuant to Title 44 C.F.R. Part 13.32.

4. All Equipment obtained under this Agreement must have an appropriate identification decal affixed to it, and, when practical, must be affixed where it is readily visible.

5. A physical inventory of the Equipment must be taken by the Subrecipient and the results reconciled with the Equipment Ledger at least once every two years or prior to any site visit by State or Federal auditors/monitors. The Subrecipient is required to submit a letter certifying as to the accuracy of the Equipment Ledger to the County of Los Angeles, in the frequency as above.

K. Any planning paid pursuant to this Agreement must conform to the guidelines as listed in 2013 HSGP, Funding Opportunity Announcement or subsequent grant year programs.

L. Any training paid pursuant to this Agreement must conform to the guidelines as listed in 2013 HSGP, Funding Opportunity Announcement, and must be first submitted to CEO and then pre-authorized by Cal OES. A catalog of federally approved and sponsored training courses is available at http://www.ojp.usdoj.gov/odp/training.htm.

M. Any exercise paid pursuant to this Agreement must conform to the guidelines as listed in 2013 HSGP, Funding Opportunity Announcement. Detailed Homeland Security Exercise and Evaluation Program Guidance is available at http://hseep.dhs.gov.

N. Subrecipient must provide to County of Los Angeles a spending plan detailing the required steps and timeframes required to complete the approved projects within the grant timeframe. Subrecipient must submit the spending plan to County of Los Angeles prior to final execution of the Agreement.

O. Any organization activities paid pursuant to this Agreement must conform to the guidelines as listed in 2013 HSGP, Funding Opportunity Announcement.

SECTION III

PAYMENT

§301. Payment of Grant Funds and Method of Payment

A. The County of Los Angeles will reimburse Subrecipient up to the maximum grant amount of $12,316 as expenditures are incurred and paid by Subrecipient and all documentation is reviewed and approved by County of Los Angeles. All expenditures must be for the purchase of equipment, exercises, training, and planning as described in Section II of this Agreement. The grant amount represents the amount allocated to Subrecipient in the 2013 HSGP Grant Award Letter from Cal OES.

B. Subrecipient must submit invoices to the County of Los Angeles Auditor-Controller Shared Services Division requesting payment as soon as expenses are incurred and paid, and the required supporting documentation is available. Said timeframe should be within ten (10) business days of Subrecipient's payment to vendors and/or prescribed due dates by CEO and/or Cal OES. Each reimbursement request must be accompanied by the Reimbursement Form (attached hereto as Exhibit G). All appropriate back-up documentation must be attached to the reimbursement form, including purchase orders, invoices, proof of payment and packing slips.

   For training reimbursements, Subrecipient must include a copy of the class roster verifying training attendees, proof that prior approval was obtained from Cal OES and that a Cal OES tracking number has been assigned to the course, and timesheets and payroll registers for all training attendees.

   For exercise reimbursements, Subrecipient must enter the After Action Report (AAR) and Improvement Plan on the State Office of Domestic Preparedness secure portal within 60 days following completion of the exercise and submit proof of State approval of the AAR with the reimbursement request.

   For planning reimbursements, Subrecipient must include a copy of the final tangible product as a result of the planning project.

C. The County of Los Angeles may, at its discretion, and with Cal OES approval, reallocate unexpended grant funds to another subrecipient. Said reallocation may occur upon completion of an approved project, or by written notification from the Subrecipient to the County of Los Angeles that a portion of the grant funds identified in §301.A., above, will not be utilized. As provided in §502, below, any increase or decrease in the grant amount specified in §301.A., above, may be effectuated by a written notification by the County of Los Angeles to the Subrecipient.

D. Payment of final invoice will be withheld by the County of Los Angeles until the County of Los Angeles has determined that Subrecipient has turned in all supporting documentation and completed the requirements of this Agreement.

E. It is understood that the County of Los Angeles makes no commitment to fund this Agreement beyond the terms set forth herein.

F. 1. Funding for all periods of this Agreement is subject to continuing Federal appropriation of grant funds for this program. In the event of a loss or reduction of Federal appropriation of grant funds for this program, the Agreement may be terminated, or appropriately amended, immediately upon notice to Subrecipient of such loss or reduction of Federal grant funds.

2. County of Los Angeles will make a good-faith effort to notify Subrecipient, in writing, of such non-appropriation at the earliest time.

SECTION IV

STANDARD PROVISIONS

§401. Construction of Provisions and Titles Herein

All titles or subtitles appearing herein have been inserted for convenience and do not, and will not be deemed to, affect the meaning or construction of any of the terms or provisions hereof. The language of this Agreement will be construed according to its fair meaning and not strictly for or against either party.

§402. Applicable Law, Interpretation and Enforcement

Each party's performance hereunder must comply with all applicable laws of the United States of America, the State of California, and the County of Los Angeles. This Agreement will be enforced and interpreted, as applicable, under the laws of the United States of America, the State of California and the County of Los Angeles.

If any part, term or provision of this Agreement is held void, illegal, unenforceable, or in conflict with any law of a Federal, State or Local Government having jurisdiction over this Agreement, the validity of the remainder of the Agreement will not be affected thereby.

Applicable Federal or State requirements that are more restrictive will be followed.

§403. Integrated Agreement

This Agreement sets forth all of the rights and duties of the parties with respect to the subject matter hereof, and replaces any and all previous agreements or understandings, whether written or oral, relating thereto. This Agreement may be amended only as provided for herein.

§404. Breach

If any party fails to perform, in whole or in part, any promise, covenant, or agreement set forth herein, or should any representation made by it be untrue, any aggrieved party may avail itself of all rights and remedies, at law or equity, in the courts of law. Said rights and remedies are cumulative of those provided for herein except that in all events, no party may recover more than once, suffer a penalty or forfeiture, or be unjustly compensated.

§405. Prohibition Against Assignment or Delegation

Subrecipient may not do any of the following, unless it has first obtained the written permission of the County of Los Angeles:

A. Assign or otherwise alienate any of its rights hereunder, including the right to payment; or

B. Delegate, subcontract, or otherwise transfer any of its duties hereunder.

§406. Permits

Subrecipient and its officers, agents and employees must obtain and maintain all permits and licenses necessary for Subrecipient's performance hereunder and must pay any fees required therefor. Subrecipient further certifies that it will immediately notify the County of Los Angeles of any suspension, termination, lapse, non renewal or restriction of licenses, certificates, or other documents.

§407. Nondiscrimination and Affirmative Action

Subrecipient must comply with the applicable nondiscrimination and affirmative action provisions of the laws of the United States of America, the State of California, and the County of Los Angeles. In performing this Agreement, Subrecipient must not discriminate in its employment practices against any employee or applicant for employment because of such person's race, religion, national origin, ancestry, sex, sexual orientation, age, physical handicap, mental disability, marital status, domestic partner status or medical condition. Subrecipient must comply with Executive Order 11246, entitled "Equal Employment Opportunity," as amended by Executive Order 11375, and as supplemented in Department of Labor regulations (41 CFR Part 60).

If required, Subrecipient must submit an Equal Employment Opportunity Plan to the Department of Justice Office of Civil Rights in accordance with guidelines listed at http://www.ojp.usdoj.gov/about/ocr/eeop.htm.

Any subcontract entered into by the Subrecipient relating to this Agreement, to the extent allowed hereunder, will be subject to the provisions of this §407 of this Agreement.

§408. Indemnification

Each of the parties to this Agreement is a public entity. This indemnity provision is written in contemplation of the provisions of Section 895.2 of the Government Code of the State of California, which impose certain tort liability jointly upon public entities, solely by reason of such entities being parties to an agreement, and the parties agree that this indemnity provision will apply and will be enforceable regardless of whether Section 895 et seq. is deemed to apply to this Agreement. The parties hereto, as between themselves, consistent with the authorization contained in Government Code Sections 895.4 and 895.6 agree to each assume the full liability imposed upon it or upon any of its officers, agents, or employees by law, for injury caused by a negligent or wrongful act or omission occurring in the performance of this Agreement, to the same extent that such liability would be imposed in the absence of Government Code Section 895.2. To achieve the above-stated purpose, each party agrees to indemnify and hold harmless the other party for any liability arising out of its own negligent acts or omissions in the performance of this Agreement (i.e., the Subrecipient agrees to indemnify and hold harmless the County of Los Angeles for liability arising out of the Subrecipient's negligent or wrongful acts or omissions and the County of Los Angeles agrees to indemnify and hold harmless the Subrecipient for liability arising out of the County of Los Angeles' negligent or wrongful acts or omissions). Each party further agrees to indemnify and hold harmless the other party for liability that is imposed on the other party solely by virtue of Government Code Section 895.2. The provisions of Section 2778 of the California Civil Code are made a part hereof as if fully set forth herein. Subrecipient certifies that it has adequate self insured retention of funds to meet any obligation arising from this Agreement.

§409. Conflict of Interest

A. The Subrecipient covenants that none of its directors, officers, employees, or agents may participate in selecting, or administering, any subcontract supported (in whole or in part) by Federal funds where such person is a director, officer, employee or agent of the subcontractor; or where the selection of subcontractors is or has the appearance of being motivated by a desire for personal gain for themselves or others such as family business, etc.; or where such person knows or should have known that:

1. A member of such person's immediate family, or domestic partner or organization has a financial interest in the subcontract;

2. The subcontractor is someone with whom such person has or is negotiating any prospective employment; or

3. The participation of such person would be prohibited by the California Political Reform Act, California Government Code §87100 et seq. if such person were a public officer, because such person would have a "financial or other interest" in the subcontract.

B. Definitions:

1. The term "immediate family" means domestic partner and/or those persons related by blood or marriage, such as husband, wife, father, mother, brother, sister, son, daughter, father in law, mother in law, brother in law, sister in law, son in law, daughter in law.

2. The term "financial or other interest" means:

a. Any direct or indirect financial interest in the specific contract, including but not limited to, a commission or fee, a share of the proceeds, prospect of a promotion or of future employment, a profit, or any other form of financial reward.

b. Any of the following interests in the subcontractor ownership: partnership interest or other beneficial interest of five percent or more; ownership of five percent or more of the stock; employment in a managerial capacity; or membership on the board of directors or governing body.

C. The Subrecipient further covenants that no officer, director, employee, or agent may solicit or accept gratuities, favors, or anything of monetary value from any actual or potential subcontractor, supplier, a party to a sub agreement, (or persons who are otherwise in a position to benefit from the actions of any officer, employee, or agent).

D. The Subrecipient may not subcontract with a former director, officer, or employee within a one year period following the termination of the relationship between said person and the Subrecipient.

E. Prior to obtaining the County of Los Angeles' approval of any subcontract, the Subrecipient must disclose to the County of Los Angeles any relationship, financial or otherwise, direct or indirect, of the Subrecipient or any of its officers, directors or employees or their immediate family with the proposed subcontractor and its officers, directors or employees.

F. For further clarification of the meaning of any of the terms used herein, the parties agree that references are made to the guidelines, rules, and laws of the County of Los Angeles, State of California, and Federal regulations regarding conflict of interest.

G. The Subrecipient warrants that it has not paid or given and will not pay or give to any third person any money or other consideration for obtaining this Agreement.

H. The Subrecipient covenants that no member, officer or employee of Subrecipient may have interest, direct or indirect, in any contract or subcontract or the proceeds thereof for work to be performed in connection with this project during his/her tenure as such employee, member or officer or for one year thereafter.

I. The Subrecipient must incorporate the foregoing subsections of this Section into every agreement that it enters into in connection with this grant and must substitute the term "subcontractor" for the term "Subrecipient" and "sub subcontractor" for "Subcontractor".

§410. Restriction on Disclosures

Any reports, analyses, studies, drawings, information, or data generated as a result of this Agreement are to be governed by the California Public Records Act (California Government Code Sec. 6250 et seq.).

§411. Statutes and Regulations Applicable To All Grant Contracts

A. Subrecipient must comply with all applicable requirements of State, Federal, and County of Los Angeles laws, executive orders, regulations, program and administrative requirements, policies and any other requirements governing this Agreement. Subrecipient must comply with applicable State and Federal laws and regulations pertaining to labor, wages, hours, and other conditions of employment. Subrecipient must comply with new, amended, or revised laws, regulations, and/or procedures that apply to the performance of this Agreement. These requirements include, but are not limited to:

1. Office of Management and Budget (OMB) Circulars

Subrecipient must comply with OMB Circulars, as applicable: OMB Circular A-21 (Cost Principles for Educational Institutions); OMB Circular A-87 (Cost Principles for State, Local, and Indian Tribal Governments); OMB Circular A-102 (Grants and Cooperative Agreements with State and Local Governments); Common Rule, Subpart C for public agencies or OMB Circular A-110 (Uniform Administrative Requirements for Grants and Other Agreements with Institutions of Higher Education, Hospitals and Other Non-Profit Organizations); OMB Circular A-122 (Cost Principles for Non-Profit Organizations); OMB Circular A-133 (Audits of States, Local Governments, and Non-Profit Organizations.

2. Single Audit Act

Since Federal funds are used in the performance of this Agreement, Subrecipient must, as applicable, adhere to the rules and regulations of the Single Audit Act (31 USC Sec. 7501 et seq.), OMB Circular A-133 and any administrative regulation or field memos implementing the Act.

3. Americans with Disabilities Act

Subrecipient hereby certifies that, as applicable, it will comply with the Americans with Disabilities Act 42, USC §§12101 et seq., and its implementing regulations. Subrecipient will provide reasonable accommodations to allow qualified individuals with disabilities to have access to and to participate in its programs, services and activities in accordance with the provisions of the Americans with Disabilities Act. Subrecipient will not discriminate against persons with disabilities nor against persons due to their relationship to or association with a person with a disability. Any subcontract entered into by Subrecipient, relating to this Contract, to the extent allowed hereunder, will be subject to the provisions of this paragraph.

4. Political and Sectarian Activity Prohibited

None of the funds, materials, property or services provided directly or indirectly under this Agreement may be used for any partisan political activity, or to further the election or defeat of any candidate for public office. Neither may any funds provided under this Agreement be used for any purpose designed to support or defeat any pending legislation or administrative regulation. None of the funds provided pursuant to this Agreement may be used for any sectarian purpose or to support or benefit any sectarian activity.

Subrecipient must file a Disclosure Form at the end of each calendar quarter in which there occurs any event requiring disclosure or which materially affects the accuracy of any of the information contained in any Disclosure Form previously filed by Subrecipient. Subrecipient must require that the language of this Certification be included in the award documents for all sub-awards at all tiers and that all subcontractors certify and disclose accordingly.

5. Records Inspection

At any time during normal business hours and as often as either the County of Los Angeles, the U.S. Comptroller General or the Auditor General of the State of California may deem necessary, Subrecipient must make available for examination all of its records with respect to all matters covered by this Agreement. The County of Los Angeles, the U.S. Comptroller General and the Auditor General of the State of California have the authority to audit, examine and make excerpts or transcripts from records, including all Subrecipient's invoices, materials, payrolls, records of personnel, conditions of employment and other data relating to all matters covered by this Agreement.

Subrecipient agrees to provide any reports requested by the County of Los Angeles regarding performance of this Agreement.

6. Records Maintenance

Records, in their original form, must be maintained in accordance with requirements prescribed by the County of Los Angeles with respect to all matters specified in this Agreement. Original forms are to be maintained on file for all documents specified in this Agreement. Such records must be retained for a period five (5) years after termination of this Agreement and after final disposition of all pending matters. "Pending matters" include, but are not limited to, an audit, litigation or other actions involving records. The County of Los Angeles may, at its discretion, take possession of, retain and audit said records. Records, in their original form pertaining to matters covered by this Agreement, must at all times be retained within the County of Los Angeles unless authorization to remove them is granted in writing by the County of Los Angeles.

7. Subcontracts and Procurement

Subrecipient must, as applicable, comply with the Federal, State and County of Los Angeles standards in the award of any subcontracts. For purposes of this Agreement, subcontracts include but are not limited to purchase agreements, rental or lease agreements, third party agreements, consultant service contracts and construction subcontracts.

Subrecipient must, as applicable, ensure that the terms of this Agreement with the County of Los Angeles are incorporated into all Subcontractor agreements. The Subrecipient must submit all Subcontractor agreements to the County of Los Angeles for review prior to the release of any funds to the Subcontractor. The Subrecipient must withhold funds to any Subcontractor agency that fails to comply with the terms and conditions of this Agreement and their respective Subcontractor agreement.

8. Labor

Subrecipient must , as applicable, comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed requirements for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System Personnel Administration (5 C.F.R. 900, Subpart F).

Subrecipient must comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7); the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874); the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements; and the Hatch Act (5 USC §§1501-1508 and 7324-7328).

Subrecipient must, as applicable, comply with the Federal Fair Labor Standards Act (29 U.S.C. §201) regarding wages and hours of employment.

None of the funds may be used to promote or deter union/labor organizing activities. CA Gov't Code Sec. 16645 et seq.

9. Civil Rights

Subrecipient must, as applicable, comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352), which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681- 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of disabilities; (d) the Age Discrimination act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to non-discrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; (j) the requirements of any other nondiscrimination statute(s) that may apply to the application; and (k) P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

10. Environmental

Subrecipient must , as applicable, comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646), which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

Subrecipient must comply, as applicable, with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of

1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93205); and (i) Flood Disaster Protection Act of 1973 §102(a) (P.L. 93-234).

Subrecipient must, as applicable, comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

Subrecipient must, as applicable, comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.), which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

Subrecipient must, as applicable, comply with the Federal Water Pollution Control Act (33 U.S.C. §1251 et seq.), which restores and maintains the chemical, physical and biological integrity of the Nation's waters.

Subrecipient must, as applicable, ensure that the facilities under its ownership, lease or supervision that are utilized in the accomplishment of this project are not listed in the Environmental Protection Agency's (EPA) list of Violating Facilities and that it will notify the Federal Grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.

By signing this Agreement, Subrecipient warrants and represents that it will, as applicable, comply with the California Environmental Quality Act (CEQA), Public Resources Code §21000 et seq.

Subrecipient must, as applicable, comply with the Energy Policy and Conservation Act (P.L. 94-163, 89 Stat. 871).

Subrecipient must comply, as applicable, with the provision of the Coastal Barrier Resources Act (P.L. 97-348) dated October 19, 1982 (16 USC 3501 et. seq.) which prohibits the expenditure of most new Federal funds within the units of the Coastal Barrier Resources System.

11. Preservation

Subrecipient must, as applicable, comply with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).

12. Suspension, Debarment, Ineligibility and Voluntary Exclusion

Subrecipient must, as applicable, comply with Title 2 C.F.R. Part §3000, regarding Suspension and Debarment, and Subrecipient must submit a Certification Regarding Debarment, attached hereto as Exhibit B, required by Executive Order 12549 and any amendment thereto. Said Certification must be submitted to the County of Los Angeles concurrent with the execution of this Agreement and must certify that neither Subrecipient nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal department head or agency. Subrecipient must require that the language of this Certification be included in the award documents for all sub-award at all tiers and that all subcontractors certify accordingly.

13. Drug-Free Workplace

Subrecipient must , as applicable, comply with the federal Drug-Free Workplace Act of 1988, 41 USC §701, Title 44 Code of Federal Regulations (CFR) Part §17; the California Drug-Free Workplace Act of 1990, CA Gov't Code §§8350-8357, and Subrecipient must complete the Certification Regarding Drug-Free Workplace Requirements, attached hereto as Exhibit C, and incorporated herein by reference. Subrecipient must require that the language of this Certification be included in the award documents for all sub-award at all tiers and that all subcontractors certify accordingly.

14. Lobbying Activities

Subrecipient must, as applicable, comply with 31 U.S.C.1352 and complete the Disclosure of Lobbying Activities, (OMB 0038-0046), attached hereto as Exhibit A, and incorporated herein by reference.

15. Miscellaneous

Subrecipient must, as applicable, comply with the Laboratory Animal Welfare Act of 1966, as amended (P.L. 89-544, 7 USC §§2131 et seq.).

B. Statutes and Regulations Applicable To This Particular Grant

Subrecipient must comply with all applicable requirements of State and Federal laws, executive orders, regulations, program and administrative requirements, policies and any other requirements governing this particular grant program. Subrecipient must, as applicable, comply with new, amended, or revised laws, regulations, and/or procedures that apply to the performance of this Agreement. These requirements include, but are not limited to:

1. Title 44 CFR Part 13; EO 12372; U.S. Department of Homeland Security, Office of State and Local Government Coordination and Preparedness, Office for

Domestic Preparedness, ODP WMD Training Course Catalogue; and DOJ Office for Civil Rights.

Standardized Emergency Management System (SEMS) requirements as stated in the California Emergency Services Act, Government Code Chapter 7 of Division 1 of Title 2, §8607.1(e) and CCR Title 19, §§2445-2448.

Provisions of Title 2, 6, 28, 44 CFR applicable to grants and cooperative agreements, including Part 18, Administrative Review Procedures; Part 20, Criminal Justice Information Systems; Part 22, Confidentiality of Identifiable Research and Statistical Information; Part 23, Criminal Intelligence Systems Operating Policies; Part 30, Intergovernmental Review of Department of Justice Programs and Activities; Part 35, Nondiscrimination on the Basis of Disability in State and Local Government Services; Part 38, Equal Treatment of Faith-based Organizations; Part 42, Nondiscrimination/Equal Employment Opportunities Policies and Procedures; Part 61, Procedures for Implementing the National Environmental Policy Act; Part 63, Floodplain Management and Wetland Protection Procedures; Part 64, Floodplain Management and Wetland Protection Procedures; Federal laws or regulations applicable to Federal Assistance Programs; Part 69, New Restrictions on Lobbying; Part 70, Uniform Administrative Requirements for Grants and Cooperative Agreements (including sub-awards) with Institutions of Higher Learning, Hospitals and other Non-Profit Organizations; and Part 83, Government-Wide Requirements for a Drug Free Workplace (grants).

Nondiscrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, 42 USC 3789(d), or the Juvenile Justice and Delinquency Prevention Act, or the Victims of Crime Act, as appropriate; the provisions of the current edition of the Office of Justice Programs Financial and Administrative Guide for Grants, M7100.1, and all other applicable Federal laws, orders, circulars, or regulations.

2. Travel Expenses

Subrecipient, as provided herein, will be compensated for Subrecipient's reasonable travel expenses incurred in the performance of this Agreement, to include travel and per diem, unless otherwise expressed. Subrecipient's total travel for in-State and/or out-of-State and per diem costs must be included in the contract budget(s). All travel, including out-of-State travel, that is not included in the budget(s) will not be reimbursed without prior written authorization from the County of Los Angeles.

Subrecipient's administrative-related travel and per diem reimbursement costs will not be reimbursed. For programmatic-related travel costs, Subrecipient's reimbursement rates may not exceed the amounts established under the grant.

3. Noncompliance

Subrecipient understands that failure to comply with any of the above assurances may result in suspension, termination or reduction of grant funds, and repayment by the Subrecipient to the County of Los Angeles of any unauthorized expenditures.

C. Compliance With Grant Requirements

To obtain the grant funds, the State required an authorized representative of the County of Los Angeles to sign certain promises regarding the way the grant funds would be spent. These requirements are included in the 2013 Funding Opportunity Announcement and in the "Grant Assurances", attached hereto as Exhibit D. By signing these Grant Assurances and accepting the Funding Opportunity Announcement, the County of Los Angeles became liable to the State for any funds that are used in violation of the grant requirements. Subrecipient will be liable to the Grantor for any funds the State determines that Subrecipient used in violation of these Grant Assurances. Subrecipient agrees to indemnify and hold harmless the County of Los Angeles for any sums the State or Federal government determines Subrecipient used in violation of the Grant Assurances.

§412. Federal, State and Local Taxes

Federal, State and local taxes are the responsibility of the Subrecipient as an independent party and not of the County of Los Angeles and must be paid prior to requesting reimbursement. However, these taxes are an allowable expense under the grant program.

§413. Inventions, Patents and Copyrights

A. Reporting Procedure for Inventions

If any project produces any invention or discovery (Invention) patentable or otherwise under Title 35 of the U.S. Code, including, without limitation, processes and business methods made in the course of work under this Agreement, the Subrecipient must report the fact and disclose the Invention promptly and fully to the County of Los Angeles. The County of Los Angeles will report the fact and disclose the Invention to the State. Unless there is a prior agreement between the County of Los Angeles and the State, the State will determine whether to seek protection on the Invention. The State will determine how the rights in the Invention, including rights under any patent issued thereon, will be allocated and administered in order to protect the public interest consistent with the policy ("Policy") embodied in the Federal Acquisition Regulations System, which is based on Ch. 18 of Title 35 U.S.C. Sections 200 et seq. (Pub. L. 95-517, Pub. L. 98-620, Title 37 CFR Part 401); Presidential Memorandum on Government Patent Policy to the Heads of the Executive Departments and Agencies, dated 2/18/1983); and Executive Order 12591, 4/10/87, 52 FR 13414, Title 3 CFR, 1987 Comp., p. 220 (as amended by Executive Order 12618, 12/22/87, 52 FR 48661, Title 3 CFR, 1987 Comp., p. 262). Subrecipient

hereby agrees to be bound by the Policy, and will contractually require its personnel to be bound by the Policy.

B. Rights to Use Inventions

County of Los Angeles will have an unencumbered right, and a non-exclusive, irrevocable, royalty-free license to use, manufacture, improve upon, and allow others to do so for all government purposes, any Invention developed under this Agreement.

C. Copyright Policy

1. Unless otherwise provided by the State or the terms of this Agreement, when copyrightable material (Material) is developed under this Agreement, the County of Los Angeles, at its discretion, may copyright the Material. If the County of Los Angeles declines to copyright the Material, the County of Los Angeles will have an unencumbered right, and a non-exclusive, irrevocable, royalty-free license, to use, manufacture, improve upon, and allow others to do so for all government purposes, any Material developed under this Agreement.

2. The State will have an unencumbered right, and a non-exclusive, irrevocable, royalty-free license, to use, manufacture, improve upon, and allow others to do so for all government purposes, any Material developed under this Agreement or any Copyright purchased under this Agreement.

3. Subrecipient must comply with Title 24 CFR 85.34.

D. Rights to Data

The State and the County of Los Angeles will have unlimited rights or copyright license to any data first produced or delivered under this Agreement. "Unlimited rights" means the right to use, disclose, reproduce, prepare derivative works, *distribute* copies to the public, and perform and display publicly, or permit others to do so; as required by Title 48 CFR 27.401. Where the data are not first produced under this Agreement or are published copyrighted data with the notice of 17 U.S.C. Section 401 or 402, the State acquires the data under a copyright license as set forth in Title 48 CFR 27.404(f)(2) instead of unlimited rights. (Title 48 CFR 27.404(a)).

E. Obligations Binding on Subcontractors

Subrecipient must require all subcontractors to comply with the obligations of this section by incorporating the terms of this section into all subcontracts.

§414. Child Support Assignment Orders

Under the terms of this Agreement, Subrecipient must comply with California Family Code Section 5230 et seq. as applicable.

§415. Minority, Women, And Other Business Enterprise Outreach Program

It is the policy of the County of Los Angeles to provide Minority Business Enterprises, Women Business Enterprises and all other business enterprises an equal opportunity to participate in the performance of all Subrecipient's contracts, including procurement, construction and personal services. This policy applies to all of the Subrecipient's contractors and sub-contractors.

SECTION V

DEFAULTS, SUSPENSION, TERMINATION, AND AMENDMENTS

§501. Defaults

Should either party fail for any reason to comply with the contractual obligations of this Agreement within the time specified by this Agreement, the non-breaching party reserves the right to terminate the Agreement, reserving all rights under State and Federal law.

§502. Amendments

Except as otherwise provided in this paragraph, any change in the terms of this Agreement, including changes in the services to be performed by Subrecipient, that are agreed to by the Subrecipient and the County of Los Angeles must be incorporated into this Agreement by a written amendment properly signed by persons who are authorized to bind the parties. Notwithstanding the foregoing, any increase or decrease of the grant amount specified in §301.A., above, or any extension of the performance period specified in §201, above, does not require a written amendment, but may be effectuated by a written notification by the County of Los Angeles to the Subrecipient.

SECTION VI

ENTIRE AGREEMENT

§601. Complete Agreement

This Agreement contains the full and complete Agreement between the two parties. Neither verbal agreement nor conversation or other communication with any officer or employee of either party will affect or modify any of the terms and conditions of this Agreement.

§602. Number of Pages and Attachments

This Agreement may be executed in two (2) duplicate originals, each of which is deemed to be an original. This Agreement includes (23) pages and (7) Exhibits which constitute the entire understanding and agreement of the parties.

#2.

IN WITNESS WHEREOF, the Subrecipient and County of Los Angeles have caused this Agreement to be executed by their duly authorized representatives.

COUNTY OF LOS ANGELES

By _____ _____
WILLIAM T FUJIOKA Date
Chief Executive Officer

By _____ By _____
SACHI A. HAMAI JOHN NAIMO
Executive Officer, Board of Supervisors Acting Auditor-Controller

APPROVED AS TO FORM

RICHARD D. WEISS
Acting County Counsel

BY _____
Senior Deputy County Counsel

BY _____ _____ _____
City Representative/Title (Signature) (Print Name) Date

APPROVED AS TO FORM

BY _____ _____ _____
City Attorney (Signature) (Print Name) Date

ATTEST

BY _____ _____ _____
City Clerk (Signature) (Print Name) Date

EXHIBITS

Exhibit A	Certification and Disclosures Regarding Lobbying
Exhibit B	Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions and
Exhibit C	Certification Regarding Drug-Free Workplace
Exhibit D	Certification of Grant Assurances
Exhibit E	Final Grant Award Letter and Worksheet
Exhibit F	Funding Guidelines
Exhibit G	Reimbursement Form and Instructions

#2.

EXHIBIT A

Cal OES 2-232
Approved by OMB 0348-0046

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

1. Type of Federal Action:

☐ a. contract
b. grant
c. cooperative agreement
d. loan
e. loan guarantee
f. loan insurance

2. Status of Federal Action:

☐ a. bid/offer/application
b. initial award
c. post-award

3. Report Type:

☐ a. initial filing
b. material change

For Material Change Only:

Year _____ **Quarter** _____

date of last report _____

4. Name and Address of Reporting Entity:

☐ Prime ☐ Subawardee

Tier, *If known:* _____

Congressional District, *if known:* _____

5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:

Congressional District, *if known:* _____

6. Federal Department/Agency:

7. Federal Program Name/Description:

CFDA Number, if applicable: _____

8. Federal Action Number, *if known:* _____

9. Award Amount, *if known:* _____

10. a. Name and Address of Lobbying Entity
(if individual, last name, first name, MI):
(attach Continuation Sheet(s) SF-LLL-A, if necessary)

b. Individuals Performing Services
(last name, first name, MI - include address if different from 10a)

11. Amount of Payment (check all that apply) :

_____ ☐ **Actual** ☐ **Planned**

12. Form of Payment *(check all that apply):*

☐ a. cash
☐ b. in-kind; specify:

nature _____ **value** _____

13. Type of Payment *(check all that apply):*

☐ a. retainer
☐ b. one-time fee
☐ c. commission
☐ d. contingent fee
☐ e. deferred
☐ f. other; specify: _____

14. Brief Description of Services Performed or to be Performed and Date(s) of Service, including officer(s), employee(s), or Member(s) contacted, for Payment indicated in item 11: (attach Continuation Sheet(s) SF-LLL-A, if necessary)

15. Continuation Sheet(s) SF-LLL-A attached: ◉ Yes ○ No

16. Information requested through this form is authorized by *Title 31 U.S.C. Section 1352.* This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to *31 U.S.C. 1352.* This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Signature: _____
Name: _____
Title: _____
Telephone: _____ *(area code)*
Date: _____

Federal Use Only:

Authorized for Local Reproduction Standard Form – LLL

#2.

Approved by OMB 0348-0046

DISCLOSURE OF LOBBYING ACTIVITIES
CONCONTINUATION SHEET

Continuation of 10 a-b: additional sheets may be added if necessary

Reporting Entity:

Last Name	First Name	MI
Address	City	Zip
Last Name	First Name	MI
Address	City	Zip
Last Name	First Name	MI
Address	City	Zip
Last Name	First Name	MI
Address	City	Zip

Continuation of 14: (additional sheets may be added if necessary)

Brief Description of Services and Payments indicated in item 11:

Authorized for Local Reproduction
Standard Form – LLL-A

Cal OES 2-232
Approved by OMB 0348-0046

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether sub-awardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to *Title 31 U.S.C. Section 1352*. The filing of a form is required for each payment or agreement to make payment to any lobbying entity 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 a covered Federal action. Use the SF-LLL-A Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.

2. Identify the status of the covered Federal action.

3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.

4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or sub-award recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.

5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.

6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.

7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.

8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; sub-grant announcement number; the contract, subgrant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g.,"RFP-DE-90-001."

9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.

#2.

10. (a.) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action.
    (b.) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).

11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.

12. Check the appropriate box(es). Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.

13. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.

14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted or the officer(s), employee(s), or Member(s) of Congress that were contacted.

15. Check whether or not a SF-LLL-A Continuation Sheet(s) is attached.

16. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503.

EXHIBIT B

CERTIFICATION REGARDING
DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION
LOWER TIER COVERED TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 24 CFR Part 24 Section 24.510, Participants' responsibilities.

(READ ATTACHED INSTRUCTIONS FOR CERTIFICATION BEFORE COMPLETING)

1. The prospective recipient of Federal assistance funds certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

2. Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

_____
AGREEMENT NUMBER

_____
CONTRACTOR/BORROWER/AGENCY

_____
NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

_____
SIGNATURE DATE

#2.

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this document, the prospective recipient of Federal assistance is providing the certification as set out below.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If tit is later determined that he prospective recipient of Federal assistance funds 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 and/or debarment.

3. The prospective recipient of Federal assistance funds shall provide immediate written notice to the person to which this agreement is entered, if at any time the prospective recipient of Federal assistance funds learns that its certification was erroneous, when submitted or has become erroneous by reason of changed circumstances.

4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," " primary covered transaction," 'principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549.

5. The prospective recipient of Federal assistance funds 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 debarred, suspended, declared ineligible, or voluntarily excluded from participation on this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective recipient of Federal assistance funds further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Procurement or Non Procurement Programs.

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 suspended, debarred, ineligible, or voluntary excluded form 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 and/or debarment.

EXHIBIT C

CERTIFICATION REGARDING DRUG-FREE WORKPLACE ACT REQUIREMENTS

The Contractor certifies that it will provide a drug-free workplace, in accordance with State law and State Employment Development Department (EDD) Directive No. D907 by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the Contractor's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

2. Establishing a drug-free awareness program to inform employees about:

   a. The dangers of drug abuse in the workplace;
   b. The Contractor's policy of maintaining a drug-free workplace;
   c. Any available drug counseling, rehabilitation and employee assistance programs; and
   d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

3. Making it a requirement that each employee to be engaged in the performance of this program be given a copy of the statement required by paragraph 1.above.

4. Notifying the employee in the statement required by paragraph 1. that, as a condition of employment under this program, the employee will:
   a. Abide by the terms of the statement, and
   b. Notify the Contractor of any criminal drug statute convictions for a violation occurring in the workplace no later than five days after such conviction.

5. Notifying the County within ten days after receiving notice under subparagraph 4.b. from an employee or otherwise receiving actual notice of such conviction.

6. Taking one of the following actions, within 30 days of receiving notice under subparagraph 4.b. with respect to any employee who is so convicted by taking appropriate personnel action against such an employee, up to and including termination.

7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of the provision of this certification.

_____
CONTRACTOR/AGENCY

_____
NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

_____
SIGNATURE OF AUTHORIZED REPRESENTATIVE

_____
DATE

#2.

EXHIBIT D

California Governor's Office of Emergency Services
FY 2013 Grant Assurances
(All HSGP Applicants)

Name of Applicant: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number: _____ Fax Number: _____

E-Mail Address: _____

As the duly authorized representative of the Applicant, I certify that the Applicant named above:

1. Will assure that all allocations and use of funds under this grant will be in accordance with the Fiscal Year 2013 HSGP Funding Opportunity Announcement.

2. Will assure that grant funds will support efforts related to providing an integrated mechanism to enhance the coordination of national priority efforts to prepare for, prevent, respond to, and recover from terrorist attacks, major disasters and other emergencies.

3. Has the legal authority to apply for federal assistance and has the institutional, managerial and financial capability to ensure proper planning, management and completion of the grant provided by the U.S. Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA) and sub-granted through the State of California, California Governor's Office of Emergency Services (Cal OES).

4. Will assure that grant funds are used for allowable, fair, and reasonable costs only and will not be transferred between grant programs (for example: State Homeland Security Program and Urban Area Security Initiative) or fiscal years.

5. Will comply with any cost sharing commitments included in the FY2013 Investment Justifications submitted to DHS/FEMA/Cal OES, where applicable.

6. Will establish a proper accounting system in accordance with generally accepted accounting standards and awarding agency directives.

7. Will give the DHS/FEMA, the General Accounting Office, the Comptroller General of the United States, the Cal OES, the Office of Inspector General, through any authorized representatives, access to, and the right to examine, all paper or electronic records, books, and documents related to the award, and will permit access to its facilities, personnel and other individuals and information as may be necessary, as required by DHS/FEMA or Cal OES, through any authorized representative, with regard to examination of grant related records, accounts, documents, information and staff.

8. Will require any subrecipients, contractors, successors, transferees, and assignees to acknowledge and agree to comply with applicable provisions governing DHS/FEMA access to records, accounts, documents, information, facilities, and staff.
   a. Recipients must cooperate with any compliance review or complaint investigation conducted by DHS/FEMA or Cal OES.
   b. Recipients must give DHS/FEMA and Cal OES access to and the right to examine and copy records, accounts, and other documents and sources of information related to the grant and permit access to

facilities, personnel, and other individuals and information as may be necessary, as required by DHS/FEMA and Cal OES program guidance, requirements, and applicable laws.

c. Recipients must submit timely, complete, and accurate reports to the appropriate DHS/FEMA and Cal OES officials and maintain appropriate documentation to support these reports.
d. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.
e. If, during the past three years, the Recipient has been accused of discrimination on the grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status, the Recipient must provide a list of all such proceedings, pending or completed, including outcome and copies of settlement agreements to the DHS/FEMA/Cal OES awarding office and the DHS Office of Civil Rights and Civil Liberties.
f. In the event any court or administrative agency makes a finding of discrimination on grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status against the Recipient, or the Recipient settles a case or matter alleging such discrimination, Recipients must forward a copy of the complaint and findings to the DHS/FEMA Component and/or awarding office. The United States has the right to seek judicial enforcement of these obligations.

9. Will comply with any other special reporting, assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this agreement, or detailed in the program guidance.

10. Agrees that funds utilized to establish or enhance state and local fusion centers must support the development of a statewide fusion process that corresponds with the Global Justice/Homeland Security Advisory Council (HSAC) Fusion Center Guidelines, follow the federal and state approved privacy policies, and achieve (at a minimum) the baseline level of capability as defined by the Fusion Capability Planning Tool.

11. Will initiate and complete the work within the applicable timeframe, in accordance with grant award terms and requirements, after receipt of approval from Cal OES, and will maintain procedures to minimize the amount of time elapsing between the award of funds and the disbursement of funds.

12. Will provide timely, complete and accurate progress reports, and maintain appropriate documentation to support the reports, and other such information as may be required by the awarding agency, including the Initial Strategy Implementation Plan (ISIP), within 45 (forty-five) days of the award, and update these reports and related documentation via the Grant Reporting Tool (GRT) twice each year.

13. Will provide timely notifications to Cal OES of any developments that have a significant impact on award-supported activities, including changes to key program staff.

14. Agrees to be non-delinquent in the repayment of any federal debt. Examples of relevant debt may be found in OMB Circular A-129, form SF-424, item #17, and include delinquent payroll and other taxes, audit disallowances, and benefit overpayments.

15. Will comply with the requirement of 31 U.S.C. Section 3729, which sets forth that no subgrantee, Recipient or subrecipient of federal payments shall submit a false claim for payment, reimbursement or advance. Administrative remedies may be found in 38 U.S.C. Section 3801-3812, addressing false claims and statements made.

16. Will comply with all federal and state laws, executive orders, regulations, program and administrative requirements, cost principles, audit requirements, policies and any other terms and conditions applicable to this award.

17. Will comply with all applicable provisions of DHS/FEMA's regulations, including Title 44 of the Code of Federal Regulations, Part 13, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments, including the payment of interest earned on advances.

#2.

18. Will comply with Office of Management and Budget (OMB) Circular A-102, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments (also known as the "A-102 Common Rule"), found under FEMA regulations at Title 44, Code of Federal Regulations (CFR) Part 13, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments"; OMB Circular A-110, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations, relocated to 2 CFR Part 215; requirements for allowable costs/cost principles in the A-102 Common Rule, OMB Circular A-110 (2 CFR § 215.27); OMB Circular A-21, Cost Principles for Educational Institutions, relocated to 2 CFR Part 220; OMB Circular A-87, Cost Principles for State, Local, and Indian Tribal Governments, relocated to 2 CFR Part 225; OMB Circular A-122, Cost Principles for Non-Profit Organizations, relocated to 2 CFR Part 230; and OMB Circular A-133, Audits of States, Local Governments and Non-Profit Organizations, as applicable.

19. Will comply with all provisions of the Federal Acquisition Regulations including, but not limited to, Title 48 CFR Part 31.2, Part 31.2 Contract Cost Principles and Procedures, Contracts with Commercial Organizations.

20. Will comply with provisions of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328), which limits the political activities of employees whose principal employment activities are funded in whole or in part with federal funds.

21. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes, or presents the appearance of, personal or organizational conflict of interest, or personal gain for themselves or others, particularly those with whom they have family, business, or other connections.

22. Understands and agrees that federal funds will not be used, directly or indirectly, to support the enactment, repeal, modification or adoption of any law, regulation, or policy, at any level of government, without the express prior written approval from DHS/FEMA and Cal OES.

23. Will comply with all applicable lobbying prohibitions and laws, including those found in United States Code Title 31, § 1352, *et seq.*, and agrees that none of the funds provided under this award may be expended by the Recipient to pay any person to influence, or attempt 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 any federal action concerning the award or renewal of any federal contract, grant, loan, or cooperative agreement.

24. Agrees that, to the extent contractors or subcontractors are utilized, will use small, minority-owned, women-owned, or disadvantaged businesses, to the extent practicable.

25. Will comply with Title 2 of the Code of Federal Regulations regarding duplication of benefits, whereby any cost allocable to a particular federal award or cost objective under the principles provided for in this agreement may not be charged to other federal awards to overcome fund deficiencies.

26. Will ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources. Subgrantees and subrecipients may be required to demonstrate and document that a reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.

27. Will comply, if applicable, with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.), which prohibits the use of lead based paint in construction or rehabilitation of structures.

28. Will comply with all federal and state laws and regulations relating to civil rights protections and nondiscrimination. These include, but are not limited to:

a. Title VI of the Civil Rights Act of 1964, Public Law 88-352,(42 U.S.C. § 2000d *et seq.*), , as amended, which prohibits discrimination on the basis of race, color and national origin.
b. Title IX of the Education Amendments of 1972, as amended (20 U.S.C. § 1681 *et seq.*), which prohibits discrimination on the basis of gender.
c. The Americans with Disabilities Act, as amended, which prohibits Recipients from discriminating on the basis of disability (42 U.S.C. § 12101 *et seq.*).
d. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability in any program receiving federal financial assistance.
e. The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101 *et seq.*), which prohibits discrimination on the basis of age.
f. The Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse.
g. The Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism.
h. Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records.
i. Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 *et seq.*, as implemented by 24 CFR Part 100), as amended, relating to nondiscrimination in the sale, rental and financing of housing.
j. Title 44 of the Code of Federal Regulations (CFR) Parts 7, 16, and 19 relating to nondiscrimination.
k. The requirements of any other nondiscrimination provisions in the specific statute(s) under which the application for federal assistance is being made and any other applicable statutes.
l. Will, in the event that a federal or state court or federal or state administrative agency makes a finding of discrimination after a due process hearing on the grounds or race, color, religion, national origin, gender, or disability against a Recipient of funds, the Recipient will forward a copy of the finding to the Office of Civil Rights, Office of Justice Programs.
m. Will provide an Equal Employment Opportunity Plan, if applicable, to the Department of Justice Office of Civil Rights within 60 days of grant award.
n. Will comply, and assure the compliance of all its subgrantees and contractors, with the nondiscrimination requirements and all other provisions of the current edition of the Office of Justice Programs Financial and Administrative Guide for Grants, M7100.1.

29. Will comply with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (42 U.S.C. § 4601 *et seq.* [P.L. 91-646]), which provides for fair and equitable treatment of persons displaced or whose property is acquired as a result of federal or federally-assisted programs. These requirements apply to all interested in real property acquired for project purposes regardless of federal participation in purchases. Will also comply with Title 44 CFR, Part 25, Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs.

30. Will comply with all provisions of DHS/FEMA's regulation 44 CFR Part 10, Environmental Considerations.

31. Will comply with all applicable federal, state, and local environmental and historical preservation (EHP) requirements. Failure to meet federal, state, and local EHP requirements and obtain applicable permits may jeopardize federal funding. Agrees not to undertake any project having the potential to impact EHP resources without the prior written approval of DHS/FEMA and Cal OES, including, but not limited to, ground disturbance, construction, modification to any structure, physical security enhancements, communications towers, any structure over 50 years old, and purchase and/or use of any sonar equipment. The subgrantee must comply with all conditions and restrictions placed on the project as a result of the EHP review. Any construction-related activities initiated without the necessary EHP review and approval will result in a noncompliance finding, and may not be eligible for reimbursement with DHS/FEMA and

Cal OES funding. Any change to the scope of work will require re-evaluation of compliance with the EHP. If ground-disturbing activities occur during the project implementation, the subgrantee must ensure monitoring of the disturbance. If any potential archeological resources are discovered, the subgrantee will immediately cease activity in that area and notify DHS/FEMA and Cal OES and the appropriate State Historic Preservation Office.

32. Any construction activities that have been initiated prior to the full environmental and historic preservation review could result in a non-compliance finding. Subgrantees must complete the DHS/FEMA EHP Screening Form (OMB Number 1660-0115/FEMA Form 024-0-01) and submit it, with all supporting documentation, to their Cal OES program representative, for processing by the DHS/FEMA Grants Program Directorate EHP.

33. Grantees should submit the FEMA EHP Screening Form for each project as soon as possible upon receiving their grant award. The Screening Form for these types of projects is available at: www.fema.gov/doc/government/grant/bulletins/info329_final_screening_memo.doc

34. Will ensure that the facilities under its ownership, lease or supervision, which shall be utilized in the accomplishment of this project, are not on the Environmental Protection Agency's (EPAs) List of Violating Facilities, and will notify Cal OES and the DHS/FEMA of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating if a facility to be used in the project is under consideration for listing by the EPA.

35. Will provide any information requested by DHS/FEMA and Cal OES to ensure compliance with applicable laws including, but not limited to, the following:
    a. Institution of environmental quality control measures under the Archaeological and Historic Preservation Act, Endangered Species Act, and Executive Orders on Floodplains (11988), and Environmental Justice (EO12898) and Environmental Quality (EO11514).
    b. Notification of violating facilities pursuant to EO 11738.
    c. Assurance of project consistency with the approved state management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. § 1451 *et seq.*).
    d. Conformity of federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. § 7401 *et seq.*).
    e. Protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523).
    f. California Environmental Quality Act (CEQA), California Public Resources Code Sections 21080-21098, and California Code of Regulations, Title 14, Chapter 3 Sections 15000-15007.
    g. Wild and Scenic Rivers Act of 1968 (16 U.S.C. § 1271 *et.seq.*) related to protecting components or potential components of the national wild and scenic rivers system.
    h. Applicable provisions of the Coastal Barrier Resources Act (P.L. 97-348) dated October 19, 1982 (16 USC 3501 *et seq.*), which prohibits the expenditure of most new federal funds within the units of the Coastal Barrier Resources System.

36. Will comply with Standardized Emergency Management System (SEMS) requirements as stated in the California Emergency Services Act, Government Code, Chapter 7 of Division 1 of Title 2, § 8607.1(e) and CCR Title 19, §§ 2445, 2446, 2447, and 2448.

37. Agrees that subgrantees and subrecipients collecting Personally Identifiable Information (PII) must have a publically-available privacy policy that describes what PII they collect, how they plan to use the PII, whether they share PII with third parties, and how individuals may have their PII corrected where appropriate. Subgrantees and subrecipients may also find DHS Privacy Impact Assessments, guidance and templates online at http://www.dhs.gov/xlibrary/assets/privacy/privacy_pia_fuidance_june2010.pdf and at http://www.dhs.gov/xlibrary/assets/privacy/privacy_pia_template.pdf, respectively.

38. Agrees that all DHS/FEMA-funded project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, and approvals are obtained.

39. Will comply with Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. § 2225(a), whereby all subgrantees, recipients, and subrecipients must ensure that all conference, meeting, convention, or training space, funded in whole or in part with federal funds, complies with the fire prevention and control guidelines of the Federal Fire Prevention and Control Act of 1974, 15 U.S.C. § 2225.

40. Agrees that all publications created or published with funding under this grant shall prominently contain the following statement: *"This document was prepared under a grant from FEMA's Grant Programs Directorate, U.S. Department of Homeland Security. Points of view or opinions expressed in this document are those of the authors and do not necessarily represent the official position or policies of FEMA's Grant Programs Directorate or the U.S. Department of Homeland Security."* The Recipient also agrees that, when practicable, any equipment purchased with grant funding shall be prominently marked as follows: *"Purchased with funds provided by the U.S. Department of Homeland Security."*

41. Acknowledges that DHS/FEMA reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use, for federal government purposes: a) the copyright in any work developed under an award or sub-award; and b) any rights of copyright to which a Recipient or sub-recipient purchases ownership with federal support. The Recipient agrees to consult with DHS/FEMA and Cal OES regarding the allocation of any patent rights that arise from, or are purchased with, this funding and has requested through the State of California, federal financial assistance to be used to perform eligible work approved in the submitted application for federal assistance and after the receipt of federal financial assistance, through the State of California, agrees to the following:
    a. Promptly return to the State of California all funds received which exceed the approved, actual expenditures as determined by the federal or state government.
    b. In the event the approved amount of the grant is reduced, the reimbursement applicable to the amount of the reduction will be promptly refunded to the State of California.
    c. Property and equipment purchased under the HSGP reverts to Cal OES if the grant funds are deobligated or disallowed and not promptly repaid.
    d. HSGP funds used for the improvement of real property must be promptly repaid following deobligation or disallowment of costs, and Cal OES reserves the right to place a lien on the property for the amount owed.
    e. Separately account for interest earned on grant funds, and will return all interest earned, in excess of $100 per federal fiscal year.

42. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S C. §§ 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

43. Will comply, if applicable, with the Laboratory Animal Welfare Act of 1966 (P. L. 89-544, as amended, 7 U.S.C. 2131 *et seq.*) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

44. Will comply with the minimum wage and maximum hour provisions of the Federal Fair Labor Standards Act (29 U.S.C. 201), as they apply to employees of institutions of higher education, hospitals, and other non-profit organizations.

45. Agrees that "Classified national security information," as defined in Executive Order (EO) 12958, as amended or updated via later executive order(s) , means information that has been determined pursuant to EO 12958 to require protection against unauthorized disclosure and is marked to indicate its classified status when in documentary form. No funding under this award shall be used to support a contract,

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subaward, or other agreement for goods or services that will include access to classified national security information if the Award Recipient has not been approved for and granted access to such information by appropriate authorities.

46. Agrees that where an Award Recipient has been approved for and has access to classified national security information, no funding under this award shall be used to support a contract, subaward, or other agreement for goods or services that will include access to classified national security information by the contractor, subrecipient, or other entity without prior written approval from the DHS Office of Security, Industrial Security Program Branch (ISPB), or, an appropriate official within the federal department or agency with whom the classified effort will be performed. Such contracts, subawards, or other agreements shall be processed and administered in accordance with the DHS "Standard Operating Procedures, Classified Contracting by States and Local Entities," dated July 7, 2008; EOs 12829, 12958, 12968, and other applicable executive orders; the National Industrial Security Program Operating Manual (NISPOM); and other applicable implementing directives or instructions. Security requirement documents may be located at: http://www.dhs.gov/xopnbiz/grants/index.shtm

47. Immediately upon determination by the Award Recipient that funding under this award may be used to support a contract, subaward, or other agreement involving access to classified national security information pursuant to paragraph 47, and prior to execution of any actions to facilitate the acquisition of such a contract, subaward, or other agreement, the Award Recipient shall contact ISPB, and the applicable federal department or agency, for approval and processing instructions.

    DHS Office of Security ISPB contact information:
    Telephone: 202-447-5346
    Email: DD254AdministrativeSecurity@dhs.gov
    Mail: Department of Homeland Security
    Office of the Chief Security Officer
    ATTN: ASD/Industrial Security Program Branch
    Washington, D.C. 20528

48. Will comply with the requirements regarding Data Universal Numbering System (DUNS) numbers. If recipients are authorized to make subawards under this award, they must first notify potential subrecipients that no entity may receive or make a subaward to any entity unless the entity has provided a DUNS number.

49. For purposes of this award term, the following definitions will apply:
    a. "Data Universal Numbering System (DUNS)" number means the nine digit number established and assigned by Dun and Bradstreet, Inc. (D&B) to uniquely identify business entities. A DUNS number may be obtained from D&B by telephone (currently 866-705-5711) or the Internet, currently at http://fedgov.dnb.com/webform.
    b. "Entity", as it is used in this award term, means all of the following, as defined at 2 CFR Part 25, Subpart C, as a governmental organization, which is a state, local government, or Indian Tribe; or a foreign public entity; or a domestic or foreign nonprofit organization; or a domestic or foreign for-profit organization; or a federal agency, but only as a subrecipient under an award or subaward to a non-federal entity.
    c. "Subaward" means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the Recipient award to an eligible subrecipient. It does not include your procurement of property and services needed to carry out the project or program (for further explanation, see § 210 of the attachment to OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations") and may be provided through any legal agreement, including an agreement that you consider a contract.
    d. "Subrecipient" means an entity that receives a subaward from you under this award, and is accountable to you for the use of the federal funds provided by the subaward.

50. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. Section 276a to 276a-7), the Copeland Act (40 U.S.C. § 276c and 18 U.S.C. § 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327-333), regarding labor standards for federally-assisted construction sub-agreements.

51. Agrees that equipment acquired or obtained with grant funds:
    a. Will be made available pursuant to applicable terms of the California Disaster and Civil Defense Master Mutual Aid Agreement, in consultation with representatives of the various fire, emergency medical, hazardous materials response services, and law enforcement agencies within the jurisdiction of the Applicant, and deployed with personnel trained in the use of such equipment in a manner consistent with the California Law Enforcement Mutual Aid Plan or the California Fire Services and Rescue Mutual Aid Plan.
    b. Is consistent with needs as identified in the State Homeland Security Strategy and will be deployed in conformance with that Strategy.

52. Will comply with the financial and administrative requirements set forth in the current edition of the DHS Financial Management Guide.

53. Agrees that all allocations and use of funds under this grant will be in accordance with the FY 2013 Homeland Security Grant Program Funding Opportunity Announcement, and the California Supplement to the FY 2013 Homeland Security Grant Program Funding Opportunity Announcement. All allocations and use of funds under this grant will be in accordance with the Allocations, and use of grant funding must support the goals and objectives included in the State and/or Urban Area Homeland Security Strategies as well as the investments identified in the Investment Justifications which were submitted as part of the California FY2013 Homeland Security Grant Program application. Further, use of FY13 funds is limited to those investments included in the California FY13 Investment Justifications submitted to DHS/FEMA and Cal OES and evaluated through the peer review process.

54. Will comply with Homeland Security Presidential Directive (HSPD)-5, *Management of Domestic Incidents.* The adoption of the National Incident Management System (NIMS) is a requirement to receive federal preparedness assistance, through grants, contracts, and other activities. The NIMS provides a consistent nationwide template to enable all levels of government, tribal nations, nongovernmental organizations, and private sector partners to work together to prevent, protect against, respond to, recover from, and mitigate the effects of incidents, regardless of cause, size, location, or complexity.

55. Will comply with OMB Standard Form 424B Assurances – Non-construction Programs, whereby the awarding agency may require subgrantees and subrecipients to certify to additional assurances.

56. Will not make any award or permit any award (subgrant or contract) to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in federal assistance programs under Executive Order 12549 and 12689, "Debarment and Suspension". As required by Executive Order 12549, Debarment and Suspension, and implemented at 44 CFR Part 17, for prospective participants in primary covered transactions, the Applicant will provide protection against waste, fraud and abuse, by debarring or suspending those persons deemed irresponsible in their dealings with the federal government. Applicant certifies that it and its principals:
    a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department or agency.
    b. Have not within a three-year period preceding this application 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 have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default; and
d. Where the Applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

57. Will comply with requirements to acknowledge federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.

58. Will comply with requirements that publications or other exercise of copyright for any work first produced under federal financial assistance awards hereto related unless the work includes any information that is otherwise controlled by the government (e.g., classified information or other information subject to national security or export control laws or regulations). For any scientific, technical, or other copyright work based on or containing data first produced under this award, including those works published in academic, technical or professional journals, symposia proceedings, or similar works, the recipient grants the government a royalty-free, nonexclusive and irrevocable license to reproduce, display, distribute copies, perform, disseminate, or prepare derivative works, and to authorize others to do so, for government purposes in all such copyrighted works. The Recipient shall affix the applicable copyright notices of 17 U.S.C. § 401 or 402 and an acknowledgement of government sponsorship (including award number) to any work first produced under an award.

59. Will obtain, via Cal OES, the prior approval from DHS on any use of the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

60. Will comply with the requirements of the Preference for U.S. Flag Air Carriers: Travel supported by U.S. Government funds requirement, which states preference for the use of U.S. flag air carriers (air carriers holding certificates under 49 U.S.C. § 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974 (49 U.S.C. § 40118) and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B138942.

61. Will comply with the requirements of the Drug-Free Workplace Act of 1988 (41 U.S.C. § 701 *et seq.*), which requires that all organizations receiving grants from any federal agency agree to maintain a drug-free workplace. The Recipient must notify the awarding office if an employee of the recipient is convicted of violating a criminal drug statute. Failure to comply with these requirements may be cause for debarment. These regulations are codified at 2 CFR 3001.

62. Will comply with the requirements of the government-wide award term which implements § 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. § 7104), located at 2 CFR Part 175. This is implemented in accordance with OMB Interim Final Guidance, Federal Register, Volume 72, No. 218, November 13, 2007. In accordance with Section 106(g) of the TVPA, as amended, requires the agency to include a condition that authorizes the agency to terminate the award, without penalty, if the Recipient or a subrecipient engages in severe forms of trafficking in persons during the period of time that the award is in effect, procures a commercial sex act during the period of time that the award is in effect; or uses forced labor in the performance of the award or subawards under the award. Full text of the award term is provided at 2 CFR § 175.15.

63. Will comply with the requirements of Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance; national origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with Title VI,

Recipients must take reasonable steps to ensure that LEP persons have meaningful access to your programs. Meaningful access may entail providing language assistance services, including oral and written translation, where necessary. Recipients are encouraged to consider the need for language services for LEP persons served or encountered both in developing budgets and in conducting programs and activities. For assistance and information regarding LEP obligations, go to http://www.lep.gov.

64. Will comply with the requirements of 42 U.S.C. § 7401 *et seq*. and Executive Order 11738, which provides for the protection and enhancement of the quality of the nation's air resources to promote public health and welfare and for restoring and maintaining the chemical, physical, and biological integrity of the nation's waters is considered research for other purposes.

65. Will comply with the requirements of the federal regulations at 45 CFR Part 46 and the requirements in DHS Management Directive 026-04, Protection of Human Subjects, prior to implementing any work with human subjects. The regulations specify additional protections for research involving human fetuses, pregnant women, and neonates (Subpart B); prisoners (Subpart C); and children (Subpart D). The use of autopsy materials is governed by applicable state and local law and is not directly regulated by 45 CFR Part 46.

66. Will comply with the requirements of the National Environmental Policy Act (NEPA), as amended, 42 U.S.C. § 4331 *et seq*., which establishes national policy goals and procedures to protect and enhance the environment, including protection against natural disasters. To comply with NEPA for its grant-supported activities, DHS requires the environmental aspects of construction grants (and certain non-construction projects as specified by the Component and awarding office) to be reviewed and evaluated before final action on the application.

67. Will comply with the requirements of § 1306(c) of the National Flood Insurance Act, as amended, which provides for benefit payments under the Standard Flood Insurance Policy for demolition or relocation of a structure insured under the Act that is located along the shore of a lake or other body of water and that is certified by an appropriate state or local land use authority to be subject to imminent collapse or subsidence as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels. These regulations are codified at 44 CFR Part 63.

68. Will comply with the requirements of the Flood Disaster Protection Act of 1973, as amended (42 U.S.C. § 4001 *et seq*.), which provides that no federal financial assistance to acquire, modernize, or construct property may be provided in identified flood-prone communities in the United States, unless the community participates in the National Flood Insurance Program and flood insurance is purchased within one year of the identification. The flood insurance purchase requirement applies to both public and private applicants for DHS support. Lists of flood-prone areas that are eligible for flood insurance are published in the Federal Register by FEMA.

69. Will comply with the requirements of Executive Order 11990, which provides that federally funded construction and improvements minimize the destruction, loss, or degradation of wetlands. The Executive Order provides that, in furtherance of § 101(b)(3) of NEPA (42 U.S.C. § 4331(b)(3)), federal agencies, to the extent permitted by law, must avoid undertaking or assisting with new construction located in wetlands unless the head of the agency finds that there is no practicable alternative to such construction, and that the proposed action includes all practicable measures to minimize harm to wetlands that may result from such use. In making this finding, the head of the agency may take into account economic, environmental, and other pertinent factors. The public disclosure requirement described above also pertains to early public review of any plans or proposals for new construction in wetlands. This is codified at 44 CFR Part 9.

70. Will comply with the requirements of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act (USA PATRIOT Act), which amends 18 U.S.C. §§ 175-175c. Among other things, it prescribes criminal penalties for possession of any biological agent, toxin, or delivery system of a type or in a quantity that is not reasonably justified by a prophylactic, protective,

bona fide research, or other peaceful purpose. The act also establishes restrictions on access to specified materials. "Restricted persons," as defined by the act, may not possess, ship, transport, or receive any biological agent or toxin that is listed as a select agent.

71. Understands the reporting of subawards and executive compensation rules, including first tier subawards to Cal OES.
    a. Applicability. Unless you are exempt as provided in paragraph d. of this award term, you must report each action that obligates $25,000 or more in federal funds that does not include Recovery funds (as defined in § 1512(a)(2) of the American Recovery and Reinvestment Act of 2009,
    b. Where and when to report: you must report on each obligating action described in the following paragraphs to Cal OES. For subaward information, report no later than the end of the month following the month in which the obligation was made. (For example, if the obligation was made on November 7, 2011, the obligation must be reported by no later than December 31, 2011.)
    c. What to report: You must report the information about each obligating action that the submission instructions posted in Information Bulletin 350, to Cal OES. To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at http://www.sec.gov/answers/execomp.htm. Subgrantees must report subrecipient executive total compensation to Cal OES by the end of the month following the month during which you make the subaward. Exemptions include: If, in the previous tax year, you had gross income, from all sources, under $300,000, you are exempt from the requirements to report on subawards, and the total compensation of the five most highly compensated executives of any subrecipient.
    d. Reporting Total Compensation of Recipient Executives: You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if
        i. the total federal funding authorized to date under this award is $25,000 or more;
        ii. in the preceding fiscal year, you received 80 percent or more of your annual gross revenues from federal procurement contracts (and subcontracts) and federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and $25,000,000 or more in annual gross revenues from federal procurement contracts (and subcontracts) and federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
        iii. The public does not have access to information about the compensation of the executives through periodic reports filed under § 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or § 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at http://www.sec.gov/answers/execomp.htm.)
        iv. Subrecipient Executives. Unless you are exempt as provided above, for each first-tier subrecipient under this award, you shall report the names and total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if in the subrecipient's preceding fiscal year, the subrecipient received 80 percent or more of its annual gross revenues from federal procurement contracts (and subcontracts) and federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and $25,000,000 or more in annual gross revenues from federal procurement contracts (and subcontracts), and federal financial assistance subject to the Transparency Act (and subawards); and the public does not have access to information about the compensation of the executives through periodic reports filed under § 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or § 6104 of the Internal Revenue Code of 1986.

72. Understands that failure to comply with any of the above assurances may result in suspension, termination, or reduction of grant funds.

The undersigned represents that he/she is authorized by the above named Applicant to enter into this agreement for and on behalf of the said Applicant.

Signature of Authorized Agent:_____

Printed Name of Authorized Agent:_____

Title:_____ Date:_____

#2.

EXHIBIT E

EDMUND G. BROWN JR.
GOVERNOR

MARK S. GHILARDUCCI
DIRECTOR

Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

September 20, 2013

William T. Fujioka
Chief Executive Officer
Los Angeles County
500 West Temple St.
Los Angeles, CA 90012

SUBJECT: **NOTIFICATION OF SUBGRANTEE AWARD APPROVAL**
FY 2013 Homeland Security Grant Program (HSGP)
Grant # 2013-00110 Cal OES ID# 037-00000
Subgrantee Performance Period: August 29, 2013 to May 31, 2015

Dear Mr. Fujioka:

The California Governor's Office of Emergency Services (Cal OES) has approved your FY13 Homeland Security Grant Program (HSGP) award in the amount of $9,296,087. Once your completed application is received and approved, you may request reimbursement of eligible grant expenditures using the Cal OES Financial Management Forms Workbook available at www.caloes.ca.gov.

During the review process, a Cal OES representative examined and evaluated your FY13 HSGP grant application. As a result of this review, some of your funded projects may have been assigned performance milestones shorter than the subgrantee performance period, based in part on information provided in your application and submitted workbook. Performance milestones will be used by Cal OES to both determine the appropriate date to disencumber funds awarded under this grant and re-direct them to other needs across the State and as indicators of performance and grant management capacity in future competitive grant applications.

Activities:	Amount	Completion Date
All Projects	$4,648,044	8/31/14

Additionally, Aviation/Watercraft requests, Establish/Enhance Emergency Operations Center (EOC) projects, projects requiring EHP review and sole source procurement requests will require additional approvals from Cal OES. Subgrantees must obtain written approval for these activities **prior** to incurring any costs, in order to be reimbursed for any related costs under this grant. Subgrantees are required to obtain a performance bond for any equipment item over

$250,000, or any vehicle, aviation, or watercraft (regardless of the cost) financed with homeland security dollars. Please submit performance bonds to your Program Representative.

Following acceptance of this award, you must enter your grant information into the U.S. Office of Grants and Training, Grant Reporting Tool (GRT), for the December 2013 Biannual Strategy Implementation Report (BSIR) period. The GRT can be accessed online at https://www.reporting.odp.dhs.gov/. Semi-annual performance reports must be prepared and submitted to Cal OES via the GRT for the duration of the grant period or until all activities are completed and the grant is formally closed. Failure to submit performance reports could result in grant reduction, suspension, or termination.

This grant is subject to all policies and provisions of the Federal Single Audit Act of 1984 and the Single Audit Act Amendments of 1996. Any funds received in excess of current needs, approved amounts, or those found owed as a result of a final review or audit, must be refunded to the State within 30 days upon receipt of an invoice from Cal OES.

Your dated signature is required on this letter. Please sign and return the original to your Cal OES Program Representative within ten days of receipt, and keep a copy for your files. For further assistance, please feel free to contact your Cal OES Program Representative or the Homeland Security Grants Unit (HSGU) at (916) 845-8510.

Sincerely,

MARK S. GHILARDUCCI
Director

William T. Fujioka, Chief Executive Officer
Los Angeles County

10-3-13
Date

#2.

EXHIBIT F

Appendix C – Funding Guidelines

Grantees must comply with all the requirements in 44 CFR Part §13 and 2 CFR Part §215.

In general, grantees should consult with their FEMA Headquarters Program Analyst prior to making any Investment that does not clearly meet the allowable expense criteria established by the FOA. Funding guidelines established within this section support the five mission areas—Prevention, Protection, Mitigation, Response, and Recovery—and associated core capabilities within the NPG.

Management and Administration (SHSP, UASI, and OPSG)
Management and administration (M&A) activities are those defined directly relating to the management and administration of HSGP funds, such as financial management and monitoring. The amount of M&A is specified in each year's FOA. For additional information on SHSP and UASI M&A, refer to IB 365. For additional clarification on OPSG M&A, refer to IB 378. Both IBs can be found at *http://www.fema.gov/grants/grant-programs-directorate-information-bulletins*.

Allowable Investments made in support of the HSGP priorities as well as other capability-enhancing projects must fall into the categories of planning, organization, exercises, training, or equipment.

Indirect Cost Rate
Indirect costs are allowable only if the applicant has an approved indirect cost rate with the cognizant Federal agency. A copy of the approved rate (a fully executed, agreement negotiated with the applicant's cognizant Federal agency) is required at the time of application. Indirect costs will be evaluated as part of the application for Federal funds to determine if allowable and reasonable.

Planning (SHSP, UASI, and OPSG)
SHSP and UASI funds may be used for a range of emergency preparedness and management planning activities and that support Performance Objectives such as THIRA, SPR and Planning, by placing an emphasis on updating and maintaining a current EOP that conforms to the guidelines outlined in CPG 101 v.2. Development and maintenance of a THIRA must align to CPG 201. Planning must include participation from all stakeholders in the community who are able to contribute critical perspectives and may have a role in executing the plan. Planning should be flexible enough to address incidents of varying types and magnitudes.

Grantees must use the *CPG 101 v.2: Developing and Maintaining Emergency Operations Plans* in order to develop robust and effective plans. For additional information, please see *http://www.fema.gov/pdf/about/divisions/npd/CPG_101_V2.pdf*.

Organization (SHSP and UASI Only)
Organizational activities include:

- Program management;
- Development of whole community partnerships, through groups such as Citizen Corp Councils;
- Structures and mechanisms for information sharing between the public and private sector;
- Tools, resources and activities that facilitate shared situational awareness between the public and private sectors;
- Operational Support;
- Utilization of standardized resource management concepts such as typing, inventorying, organizing, and tracking to facilitate the dispatch, deployment, and recovery of resources before, during, and after an incident;
- Responding to an increase in the threat level under the National Terrorism Advisory System (NTAS), or needs in resulting from a National Special Security Event; and
- Paying salaries and benefits for personnel to serve as qualified intelligence analysts.

States and Urban Areas must justify proposed expenditures of SHSP or UASI funds to support organization activities within their IJ submission by using historical data or other analysis. All States are allowed to utilize up to 50 percent (50%) of their SHSP funding and all Urban Areas are allowed up to 50 percent (50%) of their UASI funding for personnel costs. At the request of a recipient of a grant, the Administrator may grant a waiver of the 50 percent (50%) limitation noted above. Organizational activities under SHSP and UASI include:

- **Intelligence analysts.** Per the *Personnel Reimbursement for Intelligence Cooperation and Enhancement* (PRICE) *of Homeland Security Act* (Public Law 110-412), SHSP and UASI funds may be used to hire new staff and/or contractor positions to serve as intelligence analysts to enable information/intelligence sharing capabilities, as well as support existing intelligence analysts previously covered by SHSP or UASI funding. In order to be hired as an intelligence analyst, staff and/or contractor personnel must meet at least one of the following criteria:
  - Successfully complete training to ensure baseline proficiency in intelligence analysis and production within six months of being hired; and/or,
  - Previously served as an intelligence analyst for a minimum of two years either in a Federal intelligence agency, the military, or State and/or local law enforcement intelligence unit

As identified in the *Maturation and Enhancement of State and Major Urban Area Fusion Centers* priority, all fusion centers analytic personnel must demonstrate qualifications that meet or exceed competencies identified in the *Common Competencies for State,*

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Local, and Tribal Intelligence Analysts, which outlines the minimum categories of training needed for intelligence analysts. A certificate of completion of such training must be on file with the SAA and must be made available to FEMA Program Analysts upon request. In addition to these training requirements, fusion centers should also continue to mature their analytic capabilities by addressing shortfalls in analytic capability identified during the fusion center's annual assessment.

- **Overtime costs.** Overtime costs are allowable for personnel to participate in information, investigative, and intelligence sharing activities specifically related to homeland security and specifically requested by a Federal agency. Allowable costs are limited to overtime associated with federally requested participation in eligible fusion activities including anti-terrorism task forces, Joint Terrorism Task Forces (JTTFs), Area Maritime Security Committees (as required by the *Maritime Transportation Security Act of 2002*), DHS Border Enforcement Security Task Forces, and Integrated Border Enforcement Teams. Grant funding can only be used in proportion to the Federal man-hour estimate, and only after funding for these activities from other Federal sources (i.e., FBI JTTF payments to State and local agencies) has been exhausted. Under no circumstances should DHS grant funding be used to pay for costs already supported by funding from another Federal source.

- **Operational overtime costs.** In support of efforts to enhance capabilities for detecting, deterring, disrupting, and preventing acts of terrorism, operational overtime costs are allowable for increased security measures at critical infrastructure sites. SHSP or UASI funds for organizational costs may be used to support select operational expenses associated with increased security measures at critical infrastructure sites in the following authorized categories:
  - Backfill and overtime expenses for staffing State or Major Urban Area fusion centers;
  - Hiring of contracted security for critical infrastructure sites;
  - Participation in Regional Resiliency Assessment Program (RRAP) activities;
  - Public safety overtime;
  - Title 32 or State Active Duty National Guard deployments to protect critical infrastructure sites, including all resources that are part of the standard National Guard deployment package (Note: Consumable costs, such as fuel expenses, are not allowed except as part of the standard National Guard deployment package); and
  - Increased border security activities in coordination with CBP, as outlined in IB 135.

SHSP or UASI funds may only be spent for operational overtime costs upon prior approval provided in writing by the FEMA Administrator.

Note: States with UASI jurisdictions can use funds retained at the State level to reimburse eligible operational overtime expenses incurred by the State (per the above

guidance limitations and up to a maximum of 50 percent (50%) of the State share of the UASI grant). Any UASI funds retained by the State must be used in **direct** support of the Urban Area. States must provide documentation to the UAWG and FEMA upon request demonstrating how any UASI funds retained by the State would directly support the Urban Area.

Equipment (SHSP and UASI)
The 21 allowable prevention, protection, mitigation, response, and recovery equipment categories and equipment standards for HSGP are listed on the web-based version of the Authorized Equipment List (AEL) on the Responder Knowledge Base (RKB), at *https://www.rkb.us*. Unless otherwise stated, equipment must meet all mandatory regulatory and/or DHS-adopted standards to be eligible for purchase using these funds. In addition, agencies will be responsible for obtaining and maintaining all necessary certifications and licenses for the requested equipment.

Grantees (including sub-grantees) that are using HSGP funds for emergency communications equipment should comply with the *FY 2013 SAFECOM Guidance for Emergency Communication Grants*, including provisions on technical standards that ensure and enhance interoperable communications. *SAFECOM Guidance* can be found at *http://www.safecomprogram.gov/grant/Default.aspx*. Grantees investing in broadband-related investments should review IB 386: Clarification on Use of DHS/FEMA Public Safety Grant Funds for Broadband-Related Expenditures and Investments, and consult their FEMA Headquarters Program Analyst on such Investments before developing applications. Relocating existing systems operating in the T-Band is also allowable.

Grant funds may be used for the procurement of medical countermeasures. Procurement of medical countermeasures must be conducted in collaboration with State/city/local health departments who administer Federal funds from HHS for this purpose. Procurement must have a sound threat based justification with an aim to reduce the consequences of mass casualty incidents during the first crucial hours of a response. Prior to procuring pharmaceuticals, grantees must have in place an inventory management plan to avoid large periodic variations in supplies due to coinciding purchase and expiration dates. Grantees are encouraged to enter into rotational procurement agreements with vendors and distributors. Purchases of pharmaceuticals must include a budget for the disposal of expired drugs within each fiscal year's the period of performance for HSGP. The cost of disposal cannot be carried over to another FEMA grant or grant period.

Training (SHSP and UASI)
States, territories, and Urban Areas may use HSGP funds to develop and/or maintain a homeland security training program. Allowable training-related costs under HSGP include the establishment, support, conduct, and attendance of training specifically identified under the SHSP and UASI programs and/or in conjunction with emergency preparedness training by other Federal agencies (e.g., HHS and DOT). Training conducted using HSGP funds should address a performance shortfall identified through

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an After Action Report/Improvement Plan (AAR/IP) or other assessments (e.g., National Emergency Communications Plan [NECP] Goal Assessments) and contribute to building a capability that will be evaluated through a formal exercise. Exercises should be used to provide the opportunity to demonstrate and validate skills learned in training, as well as to identify training shortfalls. Any training or training shortfalls, including those for vulnerable populations including children, the elderly, pregnant women, and individuals with disabilities or access and functional needs, should be identified in the AAR/IP and addressed in the State or Urban Area training cycle. All training and exercises conducted with HSGP funds should support the development and testing of the jurisdiction's Emergency Operations Plan (EOP) components or specific annexes, and validation of completed corrective actions from previous exercises or real world events, where applicable. Grantees are encouraged to use existing training rather than developing new courses. When developing new courses, grantees are encouraged to apply the Analysis Design Development and Implementation Evaluation (ADDIE) model of instruction design (https://www.firstrespondertraining.gov).

Exercises (SHSP and UASI)
Exercises conducted with FEMA support should be managed and executed in accordance with HSEEP. HSEEP Guidance for exercise design, development, conduct, evaluation, and improvement planning is located at *https://hseep.dhs.gov*.

All capabilities exercised using HSGP funding must be NIMS compliant. More information is available online at the NIC at *http://www.fema.gov/emergency/nims/index.shtm*.

All States and Urban Areas are required to conduct a Training and Exercise Planning Workshop (TEPW) and develop and/or update a Multi-Year Training and Exercise Plan (TEP) on an annual basis. This plan should be informed by the principles and tenants of the National Exercise Program (NEP). Such plans should take into consideration anticipated training and exercise needs of the respective jurisdiction for at least the immediate year, with exercises being targeted to provide responders the opportunity to utilize training received. The plan should include a training and exercise schedule along with the States' and Urban Areas' priority capabilities to assist in focusing the allocation of available exercise resources. This Plan is to be submitted to the State's respective Exercise Program point of contact. The State Exercise Program point of contact should submit a copy of the Plan to hseep@dhs.gov. All scheduled training and exercises included in the Plan should be entered in the HSEEP National Exercise Schedule (NEXS) System, located in the HSEEP Toolkit on the HSEEP website. A TEPW user guide and a template of the Multi-Year Training and Exercise Plan can be found on the HSEEP website at *https://hseep.dhs.gov*. States and Urban Areas are also encouraged to participate in their respective FEMA Regional Training and Exercise Workshop (conducted annually) and coordinate/integrate CDC PHEP, ASPR HPP, State and Urban Area exercise initiatives accordingly.

Other Federally funded preparedness programs have similar exercise and training requirements. Exercise and training activities should be coordinated across the

jurisdiction(s) to the maximum extent possible to include the Whole Community and to foster better coordination working relationships across the enterprise.

Grantees must develop AAR/IPs following the completion of exercises funded under this program; the use of HSEEP is strongly encouraged. AAR/IPs are to be submitted to hseep@dhs.gov. Please ensure the documents are encrypted (password-protected) and the password is also sent to hseep@dhs.gov via a separate email.

Maintenance and Sustainment (SHSP, UASI, and OPSG)
The use of FEMA preparedness grant funds for maintenance contracts, warranties, repair or replacement costs, upgrades, and user fees are allowable under all active and future grant awards, unless otherwise noted. With the exception of maintenance plans purchased incidental to the original purchase of the equipment, the period covered by a maintenance or warranty plan must not exceed the period of performance of the specific grant funds used to purchase the plan or warranty.

Grant funds are intended to support the NPG by funding projects that build and sustain the core capabilities necessary to prevent, protect against, mitigate the effects of, respond to, and recover from those threats that pose the greatest risk to the security of the Nation. In order to provide grantees the ability to meet this objective, the policy set forth in GPD's IB 379 (Guidance to State Administrative Agencies to Expedite the Expenditure of Certain DHS/FEMA Grant Funding) allows for the expansion of eligible maintenance and sustainment costs which must be in 1) direct support of existing capabilities; (2) must be an otherwise allowable expenditure under the applicable grant program; (3) be tied to one of the core capabilities in the five mission areas contained within the National preparedness Goal, and (4) shareable through the Emergency Management Assistance Compact. Additionally, eligible costs must also be in support of equipment, training, and critical resources that have previously been purchased with either Federal grant or any other source of funding other than DHS/FEMA preparedness grant program dollars.

Law Enforcement Terrorism Prevention Allowable Costs (SHSP and UASI Only)
The following activities are eligible for use of LETPA focused funds:

- Maturation and enhancement of designated State and major Urban Area fusion centers, including information sharing and analysis, threat recognition, and terrorist interdiction, and training/ hiring of intelligence analysts;
- Implementation and maintenance of the Nationwide SAR Initiative (NSI), including training for front line personnel on identifying and reporting suspicious activities;
- Implementation of the "If You See Something, Say Something™" campaign to raise public awareness of indicators of terrorism and terrorism-related crime and associated efforts to increase the sharing of information with public and private sector partners, including nonprofit organizations. Note that DHS requires that the Office of Public Affairs be given the opportunity to review and approve any public awareness materials (e.g., videos, posters, tri-folds, etc.) developed using

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HSGP grant funds for the "If You See Something, Say Something™" campaign to ensure these materials are consistent with the Department's messaging and strategy for the campaign and the initiative's trademark;

- Training for countering violent extremism; development, implementation, and/or expansion of programs to engage communities that may be targeted by violent extremist radicalization; and the development and implementation of projects to partner with local communities to prevent radicalization to violence, in accordance with the Strategic Implementation Plan (SIP) to the National Strategy on Empowering Local Partners to Prevent Violent Extremism in the United States; and
- Increase physical security, via law enforcement personnel and other protective measures by implementing preventive and protective measures related to at-risk nonprofit organizations.

For additional information, refer to the Building Law Enforcement Terrorism Prevention Capabilities priority within Appendix B – *Program Specific Priorities*.

Critical Emergency Supplies (SHSP and UASI Only)
In furtherance of DHS's mission, critical emergency supplies, such as shelf stable food products, water, and basic medical supplies are an allowable expense under SHSP and UASI. Prior to allocating grant funding for stockpiling purposes, each State must have FEMA's approval of a viable inventory management plan, an effective distribution strategy, sustainment costs for such an effort, and logistics expertise to avoid situations where funds are wasted because supplies are rendered ineffective due to lack of planning.

The inventory management plan and distribution strategy, to include sustainment costs, will be developed and monitored by FEMA GPD with the assistance of the FEMA Logistics Management Directorate (LMD). GPD will coordinate with LMD and the respective FEMA Region to provide program oversight and technical assistance as it relates to the purchase of critical emergency supplies under UASI. GPD and LMD will establish guidelines and requirements for the purchase of these supplies under UASI and monitor development and status of the State's inventory management plan and distribution strategy.

States (through their Emergency Management Office) are strongly encouraged to consult with their respective FEMA Regional Logistics Chief regarding disaster logistics-related issues. States are further encouraged to share their FEMA approved plans with local jurisdictions and Tribes to meet minimum inventory management plan requirements when using FEMA grant funds.

Construction and Renovation (SHSP and UASI Only)
Project construction using SHSP and UASI funds may not exceed the greater of $1,000,000 or 15 percent (15%) of the grant award. For the purposes of the limitations on funding levels, communications towers are not considered construction.

Written approval must be provided by FEMA prior to the use of any HSGP funds for construction or renovation. When applying for construction funds, including communications towers, at the time of application, grantees must submit evidence of approved zoning ordinances, architectural plans, any other locally required planning permits, and a notice of Federal interest. Additionally, grantees are required to submit a SF-424C Budget and Budget detail citing the project costs.

When applying for funds to construct communication towers, grantees and sub-grantees must submit evidence that the FCC's Section 106 review process has been completed and submit all documentation resulting from that review to GPD using the guidelines in EHP Supplement prior to submitting materials for EHP review. Grantees and sub-grantees are also encouraged to have completed as many steps as possible for a successful EHP review in support of their proposal for funding (e.g., coordination with their State Historic Preservation Office to identify potential historic preservation issues and to discuss the potential for project effects; compliance with all state and EHP laws and requirements). Projects for which the grantee believes an Environmental Assessment (EA) may be needed, as defined in 44 CFR 10.8 and 10.9, must also be identified to the FEMA Program Analyst within six months of the award. Completed EHP review materials for construction and communication tower projects must be submitted no later than 12 months before the end of the period of performance. EHP review materials should be sent to gpdehpinfo@fema.gov.

HSGP Program grantees using funds for construction projects must comply with the *Davis-Bacon Act* (40 U.S.C. 3141 *et seq.*). Grant recipients must ensure that their contractors or subcontractors for construction projects pay workers employed directly at the work-site no less than the prevailing wages and fringe benefits paid on projects of a similar character. Additional information, including Department of Labor (DOL) wage determinations, is available from the following website *http://www.dol.gov/compliance/laws/comp-dbra.htm*.

OPSG funds may not be used for any type of construction.

Personnel (SHSP and UASI)
Personnel hiring, overtime, and backfill expenses are permitted under this grant in order to perform allowable HSGP planning, training, exercise, and equipment activities. Personnel may include but is not limited to: training and exercise coordinators, program managers for activities directly associated with SHSP and UASI funded activities, intelligence analysts, and statewide interoperability coordinators (SWIC). A personnel cost cap of up to 50 percent (50%) of total SHSP and UASI program funds may be used for personnel and personnel-related activities. Grantees who wish to seek a waiver from the personnel cost cap must provide documentation explaining why the cap should be waived; waiver requests will be considered only under extreme circumstances. In general, the use of SHSP and UASI funding to pay for staff and/or contractor regular time or overtime/backfill is considered a personnel cost.

For further details, SAAs should refer to IB 358 or contact their FEMA Headquarters Program Analyst.

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HSGP funds may not be used to support the hiring of any personnel for the purposes of fulfilling traditional public health and safety duties or to supplant traditional public health and safety positions and responsibilities.

Definitions for hiring, overtime, backfill-related overtime, and supplanting remain unchanged from FY 2012 HSGP.

Operational Packages (OPacks) (SHSP and UASI)
Applicants may elect to pursue operational package (OPack) funding, such as Canine Teams, Mobile Explosive Screening Teams, and Anti-Terrorism Teams, for new capabilities as well as sustain existing OPacks. Applicants must commit to minimum training standards to be set by the Department for all Federally funded security positions. Applicants must also ensure that the capabilities are able to be deployable, through EMAC, outside of their community to support regional and national efforts. When requesting OPacks-related projects, applicants must demonstrate the need for developing a new capability at the expense of sustaining existing core capability.

Applicants are reminded that personnel-related activities associated with OPacks will be subject to the PRICE Act requirements in which all States are allowed to utilize up to 50 percent (50%) of their SHSP funding and all Urban Areas are allowed up to 50 percent (50%) of their UASI funding for personnel costs.

Western Hemispheric Travel Initiative (SHSP)
In addition to the expenditures outlined above, SHSP funds may be used to support the implementation activities associated with the Western Hemisphere Travel Initiative (WHTI), including the issuance of WHTI-compliant tribal identification cards. More information on the WHTI may be found at *http://www.dhs.gov/files/programs/gc_1200693579776.shtm* or *http://www.getyouhome.gov/html/eng_map.html*.

Other Secure Identification Initiatives (SHSP)
SHSP funds may also be used to support the Department's additional efforts to enhance secure identification, including driver's license and identification security enhancements. Activities that facilitate secure identification, including IT enhancements for identification management and verification systems are a priority. DHS is currently developing and implementing a number of screening programs in which secure identification credentials figure prominently. These include the Transportation Worker Identification Credential (TWIC) program which promotes tamper-resistant biometric credentials for workers who require unescorted access to secure areas of ports, vessels, outer continental shelf facilities, and all credentialed merchant mariners; and the credentialing of first responders which entails enhancing real-time electronic authentication of identity and attribute(s) (qualification, certification, authorization, and/or privilege) of emergency response/critical government personnel responding to terrorist attacks or other catastrophic events.

If identified as a priority in the State THIRA, States may continue implementing activities previously funded through the Driver's License Security Grant Program (DLSGP) that focus on securing driver's license and identification card issuance processes. Initiatives related to securing identification should:

- Have the greatest impact upon reducing the issuance and use of fraudulent driver's license and identification cards;
- Reduce the cost of program implementation for individuals, States, and the Federal government;
- Driver's license identification material requirements;
- Expedite State progress toward meeting minimum security standards; and
- Plan and expedite State-specific activities to support Federal data and document verification requirements and standards.

Operations (OPSG)
The intent of OPSG is to focus on operational aspects of enhancing coordination between Federal, State, local, tribal, and territorial law enforcement agencies to increase the security of the United States borders. While equipment is an allowable expense, OPSG is not intended to be an equipment-centric grant.

- *Operational Overtime.* Operational overtime costs associated with law enforcement activities, in support of border law enforcement agencies for increased border security enhancement. Per the *PRICE of Homeland Security Act* (Public Law 110-412), all grantees are allowed to utilize up to 50 percent (50%) of their OPSG funding for personnel related costs, which include overtime activities. At the request of a grant recipient, the FEMA Administrator may waive the 50 percent (50%) personnel cap. Waiver decisions are at the discretion of the FEMA Administrator and will be considered on a case-by-case basis. A formal OPSG personnel waiver request should:
  - Be requested on official letterhead, include a written justification, and be signed by the authorized representative of the SAA;
  - Include a budget and method of calculation of personnel costs both in percentage of the grant award and in total dollar amount. To avoid supplanting issues, the request must also include a three-year staffing history for the requesting entity;
  - Include an approved Operations Order from the CBP/BP Sector office which supports the SAA's written justification;
  - Be coordinated with the CBP Sector and OBP; and
  - Be forwarded electronically by the SAA to FEMA GPD Program Analyst.
- *Part Time Personnel.* OPSG funds may be used to pay additional current part time law enforcement personnel salaries in order to bring them to temporary full time status.
- *Travel, Per Diem, and Lodging.* Travel and per diem include costs associated with the deployment/redeployment of personnel to border areas and for travel associated with law enforcement entities assisting other local jurisdictions in law enforcement activities. In addition, costs to support up to six month deployment

of law enforcement personnel to critical Southwest Border locations to support operational activities (travel costs must be in accordance with applicable travel regulations).

- *Vehicle and Equipment Rentals*
- *Vehicle/Equipment Maintenance*
- *Fuel Cost and/or Mileage Reimbursement.* There is no cap for reimbursement of operational activities.
- *Activate Reserve State, local, tribal, and territorial law enforcement personnel.* Supporting a request to the Governor to activate, deploy, or redeploy specialized National Guard Units/Package and/or elements of State law enforcement to increase or augment specialized/technical law enforcement elements operational activities.
- *Backfill.* Costs associated with backfill for personnel supporting operational activities.
- *Law Enforcement Readiness.* Use of OPSG funds may be used to increase operational, material, and technological readiness of State, local, tribal, and territorial law enforcement agencies.

Unallowable Costs (OPSG)
OPSG unallowable costs include costs associated with staffing and general IT computing equipment and hardware, such as personal computers, faxes, copy machines, modems, etc. OPSG is not intended as a hiring program. Therefore, applying funds toward hiring full-time or permanent sworn public safety officers is unallowable. OPSG funding shall not be used to supplant inherent routine patrols and law enforcement operations or activities not directly related to providing enhanced coordination between local and Federal law enforcement agencies. Finally, construction and/or renovation costs are prohibited under OPSG. Applicants should refer to IB 358 or contact their FEMA Headquarters Program Analyst at (800) 368-6498 for guidance and clarification.

Examples of Allowable Activities for SHSP and UASI

Planning Activities
Examples of planning activities include:

- Developing hazard/threat-specific annexes that incorporate the range of prevention, protection, mitigation, response, and recovery activities
- Developing and implementing homeland security support programs and adopting DHS national initiatives including but not limited to the following:
  - Implementing the NPG, NPS, and the Whole Community Approach to Security and Emergency Management including efforts to support strengthening of capacity among whole community partners
  - Pre-event recovery planning
  - Implementing the National Infrastructure Protection Plan (NIPP) and associated Sector Specific Plans

  - Enhancing and implementing SCIPs and Tactical Interoperable Communications Plans (TICPs) that align with the goals, objectives, and initiatives of the *National Emergency Communications Plan* (NECP)
  - Costs associated with the adoption, implementation, and sustainment of the NIMS, including implementing the NIMS National Credentialing Framework
  - Modifying existing incident management and EOPs to ensure proper alignment with the coordinating structures, processes, and protocols described in the National Frameworks
  - Establishing or enhancing mutual aid agreements
  - Developing communications and interoperability protocols and solutions consistent with NIMS/ICS that include communications support for faith-based and voluntary organizations
  - Developing emergency communications SOPs and plain language protocols
  - Integrating emergency communications SOPs across jurisdiction, disciplines, and levels of government
  - Conducting local, regional, and tribal program implementation meetings
  - Developing or updating resource inventory assets in accordance to NIMS-typed resource definitions issued by the NIC
  - Designing State and local geospatial data systems
  - Developing and conducting public education and outreach campaigns, including promoting individual, family, and organizational emergency preparedness and support for the campaign to build and sustain national preparedness as required by the NPS; alerts and warnings education; promoting training, exercise, and volunteer opportunities; informing the public about emergency plans, evacuation routes, shelter locations; and evacuation plans as well as CBRNE prevention awareness
  - Designing programs to address targeting at-risk populations and engaging them in emergency management planning efforts
  - Developing and sustaining Citizen Corps Councils and CERTs
  - Activities, materials, services, tools and equipment to achieve planning, protection, mitigation, response and recovery that is inclusive of people with disabilities (physical, programmatic and communications access for people with physical, sensory, mental health, intellectual and cognitive disabilities)
  - Preparing materials for SPRs
  - WHTI implementation activities including the issuance of WHTI-compliant tribal identification cards
- Conducting statewide emergency communications and preparedness planning, including the following activities:
  - Conducting/attending planning and governance meetings
  - Engaging and expanding the participation of the whole community in emergency communications planning, response, and risk identification
  - Participating in THIRA development and follow-on capability estimation processes

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  - Collecting and using data (e.g., NECP Goal Assessments, findings from national-level exercises) to assess user needs, capabilities, and gaps, and to facilitate coordination and asset-sharing
  - Assessing emergency communications needs and assets and integrating needs into State plans (e.g., SCIP, SPR, and broadband plans)
  - Coordinating with SWIC, SAA, and State-level planners to ensure proposed investments align to statewide plans (e.g., SCIP, State broadband plan) and comply with technical requirements
- Developing related terrorism prevention activities including:
  - Developing THIRAs that reflects a representative makeup and composition of the jurisdiction
  - Developing initiatives that directly support local efforts to understand, recognize, prepare for, prevent, mitigate, and respond to pre-operational activity and other crimes that are precursors or indicators of terrorist activity, in accordance with civil rights/civil liberties protections
  - Developing law enforcement prevention activities, to include establishing and/or enhancing a fusion center
  - Hiring an IT specialist to plan, develop, and implement the IT applications necessary for a fusion center
  - Developing and planning for information/intelligence sharing groups
  - Integrating and coordinating the fire service, emergency management, public health care, public safety, and health security data-gathering (threats to human and animal health) within designated fusion centers to achieve early warning, monitoring, and mitigation of threats
  - Hiring and training privacy, security, and/or fusion liaison officers (FLO) coordinators to support fusion center operations
  - Integrating and coordinating private sector participation with fusion center activities
  - Developing and implementing preventive radiological/nuclear detection activities
  - Acquiring systems allowing connectivity to State, local, tribal, territorial, and Federal data networks, such as the National Crime Information Center (NCIC) and Integrated Automated Fingerprint Identification System (IAFIS), as appropriate
  - Planning to enhance security during heightened alerts, terrorist incidents, and/or during mitigation and recovery
  - Accessible public information/education: printed and electronic materials, public service announcements, seminars/town hall meetings, and web postings coordinated through local Citizen Corps Councils
  - Volunteer programs and other activities to strengthen citizen participation
  - Conducting public education campaigns including promoting suspicious activity reporting and preparedness; individual, family, and organizational emergency preparedness; promoting the National Preparedness and *Ready* campaigns; and/or creating State, regional, or local emergency preparedness efforts that build upon the *Ready* campaign

  - Evaluating Critical Infrastructure Protection (CIP) security equipment and/or personnel requirements to protect and secure sites
  - CIP cost assessments, including resources (e.g., financial, personnel) required for security enhancements/deployments
  - Underwater Terrorist Protection Plans
- Developing and enhancing risk centric capabilities-based plans and protocols, including but not limited to:
  - Community-based planning to advance "whole community" security and emergency management
  - Incorporating government/non-governmental collaboration, citizen preparedness, and volunteer participation into State and local government homeland security strategies, policies, guidance, plans, and evaluations
  - Developing, enhancing, maintaining a current EOP that conforms to the guidelines outlined in the CPG 101 v.2
  - Planning for the relocation of existing systems operating in the T-Band
  - Developing or enhancing local, regional, or Statewide strategic or tactical interoperable emergency communications plans including such actions to support communications with faith-based and voluntary entities who act as immediate responders in disaster
  - Developing protocols or SOPs for specialized teams to incorporate the use of equipment acquired through this grant program
  - Developing terrorism prevention/protection plans
  - Developing plans, procedures, and requirements for the management of infrastructure and resources related to HSGP and implementation of State or Urban Area Homeland Security Strategies
  - Developing plans for mass evacuation and pre-positioning equipment
  - Developing or enhancing plans for responding to mass casualty incidents caused by any hazards
  - Developing or enhancing applicable procedures and operational guides to implement the response actions within the local plan including patient tracking that addresses identifying and tracking children, access and functional needs population, and the elderly and keeping families intact where possible
  - Developing or enhancing border security plans
  - Developing or enhancing cybersecurity and risk mitigation plans
  - Developing or enhancing secondary health screening protocols at major points of entry (e.g., air, rail, port)
  - Developing or enhancing agriculture/food security risk mitigation, response, and recovery plans
  - Developing public/private sector partnership emergency response, assessment, and resource sharing plans
  - Developing or enhancing plans to engage and interface with, and to increase the capacity of, private sector/non-governmental entities working to meet the human service response and recovery needs of survivors
  - Developing or updating local or regional communications plans

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- Developing plans to support and assist jurisdictions, such as port authorities and rail and mass transit agencies
- Developing or enhancing continuity of operations and continuity of government plans
- Developing or enhancing existing catastrophic incident response and recovery plans to include and integrate Federal assets provided under the NRF
- Developing plans and response procedures for adjudicating, validating and responding to an alarm from a chemical or biological detector (response procedures should include emergency response procedures integrating local first responders)
- Developing or enhancing evacuation plans
- Developing mechanisms for utilizing the National Emergency Family Registry and Locator System (NEFRLS)
- Developing or enhancing plans to prepare for surge capacity of volunteers
- Developing or enhancing the State EMS systems
- Developing or enhancing plans for donations and volunteer management and the engagement/integration of private sector/non-governmental entities, and faith-based organizations in preparedness, mitigation, response, and recovery activities
- Developing school preparedness plans
- Developing preparedness plans for child congregate care facilities, including group residential facilities, juvenile detention facilities, and public/private child care facilities
- Developing plans to educate youth on disaster preparedness
- Ensuring jurisdiction EOPs adequately address warnings, emergency public information, evacuation, sheltering, mass care, resource management from non-governmental sources, unaffiliated volunteer and donations management, and volunteer resource integration to support each Emergency Support Function, to include appropriate considerations for integrating activities, materials, services, tools and equipment to achieve planning inclusive of people with disabilities (physical, programmatic and communications access for people with physical, sensory, mental health, intellectual and cognitive disabilities). Developing and implementing civil rights, civil liberties, and privacy policies, procedures, and protocols
- Designing and developing State, local, tribal, and territorial geospatial data systems
- Developing and implementing statewide electronic patient care reporting systems compliant with the National Emergency Medical Services Information System (NEMSIS)
- Costs associated with inclusive practices and the provision of reasonable accommodations and modifications to provide full access for children and adults with disabilities

• Preparing and submitting SCIPs for SHSP, grantees are required to submit to the Office of Emergency Communications as part of an annual SCIP Implementation

- Preparing and submitting reports to the Office of Emergency Communications (OEC) on progress of implementing that State's SCIP and achieving interoperability at the interstate, State, county, regional, and city levels
- Updating and implementing SCIP and TICP to:
  - Address findings and gaps identified in AARs from real world incidents and planned exercises, NECP Goal assessments, other State-level preparedness reports and assessments
  - Incorporate the NPS and DHS Whole Community initiatives
  - Address plans for implementation of the Federal Communications Commission (FCC) narrowband requirements
  - Describe strategic broadband planning activities and initiatives in preparation for the future deployment of the Nationwide Public Safety Broadband Network (NPSBN)
- Developing or conducting assessments, including but not limited to:
  - Developing pre-event recovery plans
  - Conducting point vulnerability assessments at critical infrastructure sites/key assets and develop remediation/security plans
  - Participating Regional Resiliency Assessment Program (RRAP) activities
  - Conducting or updating interoperable emergency communications capabilities assessments at the local, regional, or Statewide level (e.g., Communications Assets and Mapping [CASM])
  - Developing border security operations plans in coordination with CBP
  - Developing, implementing, and reviewing Area Maritime Security Plans for ports, waterways, and coastal areas
  - Updating and refining threat matrices
  - Conducting cyber risk and vulnerability assessments
  - Conducting assessments and exercising existing catastrophic incident response and recovery plans and capabilities to identify critical shortfalls that cannot be met by existing local, regional, and State resources
  - Activities that directly support the identification of specific catastrophic incident priority response and recovery projected needs across disciplines (e.g., law enforcement, fire service, EMS, public health, behavioral health, public works, agriculture, information technology, and citizen preparedness)
  - Activities that directly support the identification of pre-designated temporary housing sites
  - Activities that support the identification and development of alternate care sites
  - Conducting community assessments, surveys, and research of vulnerabilities and resource needs to determine how to meet needs and build effective and tailored strategies for educating individuals conducting assessments of the extent to which compliance with the integration mandate of disability laws is being achieved
  - Conducting or updating interoperable emergency communications capabilities and broadband needs assessments at the local, regional, or Statewide level

#2.

  - Soft target security planning (e.g., public gatherings)
- Developing, hosting, or participating in bombing prevention/counter-improvised explosives device (IED)-specific planning initiatives to include:
  - Incorporating appropriate IED-specific intelligence and threat analysis when developing and maintaining a THIRA;
  - Conducting inventories and assessments of capabilities or typed resource using the counter-IED-specific DHS National Capabilities Analysis Database (NCAD) program for use in applicable THIRAs, preparedness reporting, or strategies;
  - Conducting DHS Multi-Jurisdiction IED Security Planning (MJIEDSP) workshops to develop THIRA-based plans and strategies that maximize the use of limited resources;
  - Developing IED hazard-specific EOP annexes.
- Identifying resources for medical supplies necessary to support children during an emergency, including pharmaceuticals and pediatric-sized equipment on which first responders and medical providers are trained
- Ensuring subject matter experts, durable medical equipment, consumable medical supplies and other resources required to assist children and adults with disabilities to maintain health, safety and usual levels of independence in general population environments
- Developing and implementing a community preparedness strategy for the State/local jurisdiction
- Building and expanding governance structures to:
  - Include representatives from multiple agencies, jurisdictions, disciplines, levels of government, Tribes, rural areas, subject matter experts, and private industry
  - Integrate statewide leadership and governance structures into broader statewide planning efforts (e.g., statewide broadband planning activities, grants coordination activities, needs assessments) to ensure emergency communications needs are represented
  - Conduct outreach and education on emergency communications needs and initiatives to stakeholder groups
- Establishing, expanding, and maintaining volunteer programs and volunteer recruitment efforts that support disaster preparedness and/or response
  - Citizen support for emergency responders is critical through year-round volunteer programs and as surge capacity in disaster response, including but not limited to: Citizen Corps Councils, Programs and Organizations, CERTs, Fire Corps, Medical Reserve Corps (MRC), Neighborhood Watch/USAonWatch, Volunteers in Police Service (VIPS), and jurisdiction specific volunteer efforts
- Establishing and sustaining Citizen Corps Councils
- Working with youth-serving organizations and houses of worship to develop and sustain youth and faith-based preparedness programs

Organization Activities
The following organization activities in support of public-private partnerships are allowable expenses.

- Program management:
  - Salary for a dedicated liaison who acts as the primary point of contact, coordinates the public-private partnership and ensures proper implementation of the strategic plan
  - Facilities, including meeting space and work space for private sector liaisons. Grantees are encouraged to use free space/locations/facilities, whenever possible, prior to the rental of space/locations/facilities
  - Supplies needed to support regular communications
  - Implementation of infrastructure resilience enhancement options described in a RRAP report
- Utilization of standardized resource management concepts such as typing, inventorying, organizing, and tracking to facilitate the dispatch, deployment, and recovery of resources before, during, and after an incident
- Sustain partnership efforts to include:
  - Support for in-person meetings, events, and workshops that bring the public and private sectors together. Grantees are encouraged to use free space/locations/facilities, whenever possible, prior to the rental of space/locations/facilities
  - Web-based and social media tactics (webinars, emails, newsletters, alerts, databases, online collaboration tools, website development and maintenance, etc.)
  - Innovative approaches for reaching the Whole Community to include translated material for individuals that are blind and or have low vision capability and those with English as a second language and coalitions among citizens.
  - Leverage already existing structures and mechanisms, such as Citizen Corps, for sharing information and engaging members of the Whole Community to include: for-profit and not-for-profit entities, faith based and community organizations, youth-serving and youth advocates, those that support socio-economic and diverse cultures
- Structures and mechanisms for information sharing between the public and private sector:
  - Tools, software, programs, and other mechanisms that support two-way information sharing during normal and emergency operations
  - Means to receive input or feedback from the private sector, and encourage participation from civic leaders from all sectors
  - Regular and timely communications on subjects relating to all phases of emergency management, such as newsletters, emails, and alerts
- Tools, resources and activities that facilitate shared situational awareness between the public and private sectors
  - Web-based and new media platforms that allow real-time information exchange

#2.

  - Asset mapping, such as participation in FEMA's Total Asset Visibility and LogViz initiatives
  - A seat(s) in the emergency operation center, or virtual EOC
- Operational Support:
  - Tools for identifying and tracking available paid and unpaid disaster response resources
  - Dedicated space and equipment for private sector representation within a State, county, or city emergency operation center
  - A dedicated business emergency operations center that works with the State, county or city EOC (not construction)
  - Tools for real time information sharing between the public and private sector
  - Licensing, screening, or other requirements for access to real EOC or virtual EOC
- Federal Emergency Response Official (F/ERO) Credentialing and Validation:
  - Working group meetings and conferences relating to emergency responder credentialing and validation
  - Compiling data to enter into an emergency responder repository
  - Coordinating with other State, local, territorial, and tribal partners to ensure interoperability among existing and planned credentialing and validation systems and equipment
  - Planning to incorporate emergency responder identity and credential validation into training and exercises.
  - This supports our efforts to address grant money for the F/ERO program and further solidifies those efforts in additional to our independent efforts that Darcy has already worked.

- Continuity of Operations / Continuity of Government Planning (COOP/COG) Grant Funding Opportunity

  COOP/COG planning is the fundamental responsibility of every government agency that performs an essential function at the State and local level. In order to conduct necessary emergency operations, recovery actions, and other key essential functions during a large-scale or catastrophic event, the agency must have effective Continuity plans in place to support continued operations. Continuity efforts also provide the foundational basis for COG programs, such as succession planning, which are designed to ensure the survival of not only leadership at the State and local level, but also an enduring constitutional government. State and local plans to address COOP/COG issues should be consistent with the Nations Continuity Policy described in Homeland Security Presidential Directive 20 (HSPD-20); the National Continuity Policy Implementation Plan (NCPIP); and Continuity Guidance Circular's 1 (CGC 1) and 2 (CGC 2), which provides guidance for State, local, territorial, and tribal governments, and private sector organizations in developing robust Continuity plans and programs in support of a comprehensive and integrated national continuity capability. Continuity issues to address include, but are not limited to:

- Determine essential functions and activities, interdependencies, and resources needed to perform them
- Establish orders of succession and delegations of authority to key agency positions and establish and maintain current roster(s) of fully equipped and trained COOP personnel with the authority to perform essential functions
- Provide for the identification and preparation of alternate operating facilities for relocated operations
- Provide for the regular training, testing, and exercising of COOP personnel, systems, and facilities
- Provide for reconstitution of agency capabilities, and transition from continuity operations to normal operations

Training Information

Training Information Reporting System ("Web-Forms"). Web-Forms is an electronic form/data management system built to assist the SAA and its designated State/territory Training Point of Contact (TPOC) with the reporting of State and Federal sponsored training supported by HSGP funds. Web-Forms can be accessed through the FEMA Toolkit located at *http://www.firstrespondertraining.gov/admin*.

FEMA resources include a number of different training sources:

- *FEMA Provided Training.* These programs or courses are developed for and delivered by institutions and organizations funded by FEMA. This includes the Center for Domestic Preparedness (CDP), the Emergency Management Institute (EMI) and the National Training and Education Division (NTED) training partner programs including, the Competitive and Continuing Training Grant programs, the National Domestic Preparedness Consortium (NDPC) and the Rural Domestic Preparedness Consortium (RDPC).
- *Training Not Provided by FEMA.* These courses are either State sponsored or Federal sponsored, coordinated and approved by the SAA or their designated TPOC, and fall within the FEMA mission scope to prepare State, local, tribal, and territorial personnel to prevent, protect against, mitigate, respond to, and recover from acts of terrorism or catastrophic events.
- *State Sponsored Courses.* These courses are developed for and/or delivered by institutions or organizations other than Federal entities or FEMA and are sponsored by the SAA or their designated TPOC.
- *Federal Sponsored Courses.* This catalog lists courses developed for and/or delivered by institutions funded by Federal entities other than FEMA. These courses are listed at *http://www.firstrespondertraining.gov*.
- *Approved State and Federal Sponsored Course Catalog.* This catalog lists State and Federal sponsored courses that fall within the FEMA mission scope, and have been approved through the FEMA course review and approval process. An updated version of this catalog can be accessed at *http://www.firstrespondertraining.gov*.

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- Additionally the new National Preparedness Directorate (NPD) Online Course Catalog (OCC) allows access to courses delivered by the CDP, EMI, and NTED. It can be accessed at http://*training.fema.gov/occ/*.
- *Joint Training and Exercises with the Public and Private Sectors*. These courses are sponsored and coordinated by private sector entities to enhance public-private partnerships for training personnel to prevent, protect against, mitigate, respond to, and recover from acts of terrorism or catastrophic events.

Each FEMA training partner should contact the SAA or designated TPOC for locations within the State that are appropriate for the training. When the direct delivery funds are exhausted, the training partner can continue to offer the classes to the States through the Excess Delivery Acquisition Program (EDAP).

EDAP allows an NTED training partner to charge for a course delivery when the Federal grant that developed the program is completed or more deliveries of a requested class are needed than the grant funds can accommodate. The cost per class is approved by FEMA so that States pay for the cost of instruction only, not the curriculum development costs that were paid by FEMA training grant funds. HSGP funds can be used to pay for the delivery of these classes within a State at the request of the SAA/TPOC.

Attending Training Not Provided by FEMA (State and Federal Sponsored Courses). States, territories, and Urban Areas are not required to request approval from FEMA for personnel to attend training not provided by FEMA (State or Federal sponsored courses) provided that the training is coordinated with and approved by the SAA or TPOC and falls within the FEMA mission scope and the jurisdiction's EOP and strategy of preparing State, local, tribal, and territorial personnel or citizens to prevent, protect against, mitigate, respond to, and recover from acts of terrorism or catastrophic events.

FEMA will conduct periodic reviews of all State, territory, and Urban Area training funded by FEMA. These reviews may include requests for all course materials and physical observation of, or participation in, the funded training. If these reviews determine that courses are outside the scope of this guidance, grantees will be asked to repay grant funds expended in support of those efforts.

State and Federal-Sponsored Course Catalog. Courses approved through NTED will be added to the approved State and Federal Sponsored Course Catalog. Courses identified within this catalog may be attended on an unlimited basis within any State/territory as long as the training is coordinated and approved by the SAA/TPOC. A full description of the NTED Course Development, Review, and Approval Process, as well as the approved course catalog, can be found at *http://www.firstrespondertraining.gov/odp_webforms*. NTED will respond to the initial request for review within 15 days with one of the following outcomes:

- Course concept is approved as consistent with the State plan and the State should submit the full course package for subject matter expert review and comment or
- Course concept is disapproved as inconsistent with State plan, FEMA guidance, or is exactly the same as another course in the catalog (no need for another approval, refer to the curriculum already developed and approved).

At any time, the SAA/TPOC (for State sponsored courses) or the Federal agency POC (for Federal sponsored courses) may request the addition of a course to the corresponding approved catalog by submitting the associated Web-Form (i.e., Request for Addition to the Approved State-Sponsored Catalog) for review. If a class on the same subject is already in the catalog, the submitting State should provide documentation as to why the course is unique, after contacting the owner(s) of the other courses to review the curriculum. This step is required to avoid unnecessary duplication of similar courses in the catalog, allow States to share course development costs, permit all States to have access to new or unique courses developed by other providers, and allow States to direct their training dollars to delivery rather than development. If it is determined that the proposed course meets the above listed criteria, the providing entity (SAA/TPOC or Federal Agency POC) will be invited to submit the Course Review and Approval Request Form along with all supporting training materials.

States, territories, and Urban Areas are no longer required to submit non-FEMA approved courses to NTED for review under the current course review and approval process. In previous years, FEMA funding guidance and / or funding opportunity announcements identified that the SAA/TPOC was allowed three deliveries of the same course within a State/territory before a non-FEMA approved training course was required to go through the NTED State course review and approval process. Although the current State course review and approval process is still available to any State, there is no longer a requirement to submit a course for review after three deliveries.

For further information on developing courses using the instructional design methodology and tools that can facilitate the process, SAAs and TPOCs are encouraged to review the NTED Responder Training Development Center (RTDC) available at *http://www.firstrespondertraining.gov/rtdc/state/*.

FEMA funds must be used to supplement, not supplant, existing funds that have been appropriated for the same purpose.

States and territories are required to conduct a Training and Exercise Plan Workshop to identify and set training and exercise program priorities and develop a multi-year schedule of exercise events and supporting training activities to meet priorities. A Multi-year Training and Exercise Plan will developed following the Training and Exercise Plan Workshop to include training and exercise priorities identified by elected and appointed officials and whole community stakeholders. Further guidance concerning the Multi-year Training and Exercise Plan can be found in the Exercises section.

#2.

Joint Training and Exercises with the Public and Private Sectors. Trainings and exercises designed to enhance private sector and public sector coordination are allowable. Overtime pay for first responders and emergency managers who participate in public-private training and exercises is allowable. In addition, States, territories, Tribes, and local units of government are encouraged to incorporate the private sector in government-sponsored training and exercises.

Training and exercises for the public or civilian volunteer programs supporting first responders, including CERT, before, during and after disasters should address the needs of the Whole Community. Allowable training includes: all-hazards safety such as emergency preparedness, basic first aid, lifesaving skills, crime prevention and terrorism awareness, school preparedness, youth preparedness, public health issues, mitigation/property damage prevention, safety in the home, light search and rescue skills, principles of NIMS/ICS, volunteer management, serving and integrating people with disabilities, pet care preparedness, training necessary to participate in volunteer activities, fulfill surge capacity roles, integration and coordination of faith community roles, communication in disaster or promotes individual, family, or whole community safety and preparedness. Exercises that include members of the public or that are conducted for the public should be coordinated with local CERT and Citizen Corps Councils as well as organizations outside of emergency management and focus on the importance of personal preparedness and protective actions.

Allowable Training Costs
Allowable training-related costs include, but are not limited to, the following:

- *Developing, Delivering, and Evaluating Training.* Includes costs related to administering the training, planning, scheduling, facilities, materials and supplies, reproduction of materials, disability accommodations, and equipment. Training should provide the opportunity to demonstrate and validate skills learned, as well as to identify any shortfalls in these skills. Any training shortfalls, including those for children and individuals with disabilities or access and functional needs, should be identified in the AAR/IP and addressed in the training cycle. Expenditures to provide necessary non-structural accommodations for persons with disabilities and other access and functional needs is allowable (e.g., sign language interpreters, Communication Access Real-time Translation [CART] and other modifications of policies and practices to fully include participants with disabilities). Stakeholders are also encouraged to leverage existing training provided via educational/professional facilities and to incorporate non-traditional methodologies such as the internet, distance learning, or home study whenever such delivery supports training objectives. Pilot courses and innovative approaches to training citizens and instructors are encouraged.
- Training that promotes individual, family, or community safety and preparedness is encouraged, including: all-hazards safety training such as emergency preparedness, basic first aid, lifesaving skills, crime prevention and terrorism awareness, school preparedness, public health issues, mitigation/property

damage prevention, safety in the home, light search and rescue skills, principles of NIMS/ICS, volunteer management and volunteer activities, serving and integrating people with disabilities, pet care preparedness, CPR/AED training, identity theft workshops, terrorism awareness seminars, and disability-inclusive community preparedness conferences. The delivery of the CERT Basic Training Course and supplemental training for CERT members who have completed the basic training, the CERT Train-the-Trainer Course, and the CERT Program Manager Course are strongly encouraged.

- Conducting, hosting, or participating in training related to IED prevention, protection, mitigation, or response to include:
  - Awareness and education for the public, private sector and first responders;
  - Suspicious activity identification and reporting;
  - Management of bomb threats;
  - Physical protective measures;
  - Diversion control measures for dual-use explosive precursor chemicals;
  - Training for specialized IED prevention and protection teams or OPacks such as Public Safety Bomb Squads, Explosives Detection Canine Teams, and Mobile Explosive Device Screening Teams in accordance with applicable guidelines, certification, or accreditation requirements.
- *Overtime and Backfill.* The entire amount of overtime costs, including payments related to backfilling personnel, which are the direct result of attendance at FEMA and/or approved training courses and programs, are allowable. These costs are allowed only to the extent the payment for such services is in accordance with the policies of the State or unit(s) of local government and has the approval of the State or the awarding agency, whichever is applicable. In no case is dual compensation allowable. That is, an employee of a unit of government may not receive compensation from their unit or agency of government and from an award for a single period of time (e.g., 1:00 p.m. to 5:00 p.m.), even though such work may benefit both activities.
- *Travel.* Costs (e.g., airfare, mileage, per diem, hotel) are allowable as expenses by employees who are on travel status for official business related to approved training.
- *Hiring of Full or Part-Time Staff or Contractors/Consultants.* Payment of salaries and fringe benefits to full or part-time staff or contractors/consultants must be in accordance with the policies of the State or unit(s) of local government and have the approval of the State or awarding agency, whichever is applicable. Such costs must be included within the funding allowed for program management personnel expenses. In no case is dual compensation allowable.
- *Certification/Recertification of Instructors.* States are encouraged to follow the NTE Instructor Quality Assurance Program to ensure a minimum level of competency and corresponding levels of evaluation of student learning. This is particularly important for those courses that involve training of trainers. This information is contained in IB 193, issued October 20, 2005. Additional information can be obtained at *http://www.fema.gov/good_guidance/download/10146*.

#2.

Exercise Requirements

Training and Exercise Plan Workshop. States and Urban Areas are required to conduct an annual Training and Exercise Plan Workshop (TEPW). A Multi-year Training and Exercise Plan must be developed from the workshops on an annual basis and submitted to the State's respective Exercise Program Point of Contact. The State Exercise Program Point of Contact should submit a copy of the State and Urban Area plans to hseep@dhs.gov.

The Training and Exercise Plan will include the State's program priorities and a Multi-Year Training and Exercise Plan (schedule) that supports the identified priorities and aligned capabilities. In addition to submission of the Multi-Year Training and Exercise Plan to hseep@dhs.gov, all scheduled training and exercises should be entered in the HSEEP National Exercise Scheduling (NEXS) System, located in the HSEEP Toolkit on the HSEEP website *https://hseep.dhs.gov*. A TEPW user guides and a template of the Multi-Year Training and Exercise Plan can be found on the HSEEP website *https://hseep.dhs.gov*.

States must complete a cycle of progressive exercise activities during the period of this grant. Exercises conducted by States and Urban Areas may be used to fulfill similar exercise requirements required by other grant programs. For example, HHS preparedness programs require joint exercises between public health departments, the health care sector and medical countermeasure authorities including law enforcement which could provide collaborative opportunities. To this end, grantees are encouraged to invite representatives/planners involved with other federally-mandated or private exercise activities. States and Urban Areas are encouraged to share, at a minimum, the multi-year training and exercise schedule with those departments, agencies, and organizations included in the plan.

- *Exercise Scenarios.* The scenarios used in HSGP-funded exercises must be based on the State/Urban Area's THIRA. The scenarios used in HSGP-funded exercises must focus on testing capabilities, must be large enough in scope and size to exercise multiple activities and warrant involvement from multiple jurisdictions and disciplines and non-governmental organizations, and take into account the needs and requirements for individuals with disabilities. Exercise scenarios should align with priorities and capabilities identified in the Multi-year Training and Exercise Plan.
- *Special Event Planning.* If a State or Urban Area will be hosting a special event (e.g., Super Bowl, G-8 Summit), the special event planning should be considered as a training or exercise activity for the purpose of the Multi-Year Training and Exercise Plan. The State or Urban Area should plan to use SHSP or UASI funding to finance training and exercise activities in preparation for those events. States and Urban Areas should also consider exercises at major venues (e.g., arenas, convention centers) that focus on evacuations, communications, and command and control. States should also anticipate participating in at least one Regional Exercise annually. States must include all confirmed or planned special events in the Multi-year Training and Exercise Plan.

- *Exercise Evaluation and Improvement.* Exercises should evaluate performance of capabilities against the level of capabilities required. Guidance related to exercise evaluation and improvement planning is defined in the HSEEP located at *https://hseep.dhs.gov*.
- *Self-Sustaining Exercise Programs.* States are expected to develop a self-sustaining exercise program. A self-sustaining exercise program is one that is successfully able to implement, maintain, and oversee the Multi-year Training and Exercise Plan, including the development and delivery of HSGP-funded exercises. The program must utilize a multi-disciplinary approach to the development and delivery of exercises, and build upon existing plans, training, and equipment.
- *Role of Non-Governmental Entities in Exercises.* Non-governmental participation in all levels of exercises is strongly encouraged. Leaders from non-governmental entities should be included in the planning, conduct, and evaluation of an exercise. State, local, tribal, and territorial jurisdictions are encouraged to develop exercises that test the integration and use of non-governmental resources provided by non-governmental entities, defined as the private sector and private non-profit, faith-based, community, disability, volunteer, and other non-governmental organizations. Non-governmental participation in exercises should be coordinated with the local Citizen Corps Council(s) or their equivalent and other partner agencies. The scenarios used in HSGP-funded exercises must focus on validating existing capabilities, must comply with and be large enough in scope and size to exercise multiple activities and warrant involvement from multiple jurisdictions and disciplines and non-governmental organizations, and take into account the needs and requirements for individuals with disabilities.

Allowable Exercise Costs
Allowable exercise-related costs include:

- *Funds Used to Design, Develop, Conduct, and Evaluate an Exercise.* Includes costs related to planning, meeting space and other meeting costs, facilitation costs, materials and supplies, travel, and documentation. Grantees are encouraged to use government or free public space/locations/facilities, whenever available, prior to the rental of space/locations/facilities. Exercises should provide the opportunity to demonstrate and validate skills learned, as well as to identify any shortfalls in these skills. Any exercise or exercise shortfalls, including those for children and individuals with disabilities or access and functional needs, should be identified in the AAR/IP and addressed in the exercise cycle.
- Full or part-time staff may be hired to support exercise-related activities. Such costs must be included within the funding allowed for program management personnel expenses.
- The applicant's formal written procurement policy or 44 CFR 13.36– whichever is more stringent – must be followed.

#2.

- *Overtime and Backfill.* The entire amount of overtime costs, including payments related to backfilling personnel, which are the direct result of time spent on the design, development, and conduct of exercises are allowable expenses. These costs are allowed only to the extent the payment for such services is in accordance with the policies of the State or unit(s) of local government and has the approval of the State or the awarding agency, whichever is applicable. In no case is dual compensation allowable. That is, an employee of a unit of government may not receive compensation from their unit or agency of government AND from an award for a single period of time (e.g., 1:00 p.m. to 5:00 p.m.), even though such work may benefit both activities.
- *Travel.* Travel costs are allowable as expenses by employees who are on travel status for official business related to the planning and conduct of exercise project(s) or HSEEP programmatic requirements as described in the HSEEP (e.g., Training and Exercise Plan).
- *Supplies.* Supplies are items that are expended or consumed during the course of the planning and conduct of the exercise project(s) (e.g., gloves, non-sterile masks, and disposable protective equipment).
- *Disability Accommodations.* Materials, services, tools and equipment for exercising inclusive of people with disabilities (physical, programmatic and communications access for people with physical, sensory, mental health, intellectual and cognitive disabilities).
- *Other Items.* These costs include the rental of equipment and other expenses used specifically for exercises, costs associated with inclusive practices and the provision of reasonable accommodations and modifications to provide full access for children and adults with disabilities.

Unauthorized Exercise Costs

Unauthorized exercise-related costs include:

- Reimbursement for the maintenance and/or wear and tear costs of general use vehicles (e.g., construction vehicles), medical supplies, and emergency response apparatus (e.g., fire trucks, ambulances).
- Equipment that is purchased for permanent installation and/or use, beyond the scope of exercise conduct (e.g., electronic messaging signs).

EXHIB #2.

LOS ANGELES COUNTY
DEPARTMENT OF AUDITOR-CONTROLLER / SHARED SERVICES DIVISION

HOMELAND SECURITY GRANT REIMBURSEMENT FORM

SECTION A: SUBMITTING YOUR CLAIMS

Please submit **legible** supporting documents, files and completed reimbursement form at:

Grants@auditor.lacounty.gov

In the event e-mail is not available, you can mail your claims to (please do **not** fax or send duplicates):

Department of Auditor-Controller
Shared Services Division / Attn: Grants Unit
3470 Wilshire Blvd., Suite 812
Los Angeles, CA 90010

1. Enter Grant Year: 2013

SECTION B: SUB-RECIPIENT'S INFORMATION

1. Sub-recipient's Name: (reimbursement check will be made payable to the name enter here)	**3.** Taxpayer ID #:	**4.** Contact's Name:
2. Mailing Address (please let us know where you want your check delivered, including attention line if necessary):		**4.** Contact's phone:
		4. Contact's e-mail:

SECTION C: DETAIL CLAIM INFORMATION

1. SOLUTION AREA (e.g. equipment, training, planning, exercise)	2. ITEM # (e.g. 17.020)	3. PROJECT ALPHA (e.g. D)	4. EHP required? (Environmental & Historic Preservation)		5. VENDOR'S INVOICE # (if services, supplies or equipment were purchased, please attach invoices)	6. PURCHASE METHOD (if services, supplies or equipment are being claimed)		7.CLAIM AMOUNT (indicate the amount per each line)
			No	Yes (attach prior State Approval)		Competitive Bid?	Sole Source? (attach prior State Approval for purchase of $100K or more to a single vendor)	

8. TOTAL $ -

SECTION D: SUB-RECIPIENT'S CERTIFICATION

Under Penalty of Perjury I certify that (please use the checkbox):

☐ **1.** I am the duly authorized officer of the claimant herein and this claim is in all respect true and correct. All expenditures were made in accordance with applicable laws, rules, regulations and grant conditions and assurances.

☐ **2.** All instructions for this form were followed and all the supporting documentation (per instructions) is included with this claim.

3. _____ _____
AUTHORIZED SIGNATURE DATE

4. _____ _____
AUTHORIZED PRINTED NAME AUTHORIZED TITLE

5. AUTHORIZED CONTACT INFORMATION **(If different from Section B):**

PHONE #: _____

E-MAIL: _____

SECTION E: FOR SSD USE ONLY

STAMP WITH RECEIVED DATE HERE:

ASSIGNED CLAIM TRACKING NO.:

Revised on 06/19/2012

#2.

COUNTY OF LOS ANGELES

DEPARTMENT OF AUDITOR-CONTROLLER / SHARED SERVICES DIVISION

INSTRUCTIONS TO COMPLETE THE HOMELAND SECURITY GRANT REIMBURSEMENT FORM

Purpose of this form:

To assist sub-recipients in completing the Homeland Security Grant Reimbursement form. We appreciate your participation in this program, for questions or suggestions please use our e-mail below to contact us. Please do not send these instructions to us, they are to be used for your guidance only.

SECTION A: GENERAL INSTRUCTIONS FOR SUBMISSION OF CLAIMS

In numeral 1 of this section, please enter the year of the grant program that you are submitting for reimbursement. In addition, please help us expedite the process of your Homeland Security claims by:

- Completing the reimbursement forms correctly and according to these instructions.
- Submitting your claims using our e-mail --> **Grants@auditor.lacounty.gov** (please do **not** fax documents).
- Sending your claims only once (we do not require original documents and duplicates will slow down our process).
- Using the checkboxes to ensure all the required supporting documents and files accompany your claim form. Supporting documents are flagged for your convenience with a checkbox within the corresponding areas.
- Ensuring that all documents attached to your claims are legible .
- Submitting claims timely. We do **not** guarantee the process of claims that are submitted late or too close to the final due date. Reimbursable expenditures need to be charged within the performance period of the grant and submitted to us as soon as they are incurred.

SECTION B: SUB-RECIPIENT'S INFORMATION

The following numerals provide the instructions to fill in the corresponding numeral in the form:

1. Please enter the name of the agency requesting the reimbursement. The name of the agency should be typed according to its signed agreement and as you need it to appear in the payee line of the reimbursement check.
2. Please enter the complete address (street number and name, city, zip code) and attention line where you will need to receive the reimbursement check. Please note that this is not necessary for L.A. County departments.
3. Please enter the tax ID of the governmental entity requesting reimbursement. Please leave blank for L.A. County departments.
4. Please enter the information of the person that can assist us with detail claim questions.

SECTION C: DETAIL CLAIM INFORMATION:

In order to expedite your claim, in this area's grid, include a **maximum of five (5) invoices or reimbursements charges (one charge or one invoice per line)**. The invoices or charges need to share the same solution area, project alpha and item #. In addition, invoices from one fiscal year should be claimed separate from invoices of another fiscal year. For example: an invoice dated June 2012 (FY 11/12) should not be combined with an invoice dated October 2012 (FY 12/13) in the same claim request.

The following numerals provide the instructions to fill in the corresponding numeral in the form:

1. Enter the solution area corresponding to the claim. This information is found in the latest budget of the grant. Examples of solution areas are: equipment, training, planning or exercise.
2. Enter the item # corresponding to the claim. This information is found in the latest budget of the grant. An example of Item # is 17.020.
3. Enter the project alpha corresponding to the claim. This information is found in the latest budget of the grant. An example of project alpha is D.
4. Check with an X under either yes or no according to the claim's Environmental & Historical Preservation (EHP) requirements from the State. EHP approval needs to be obtained from the State **prior** to the purchase of certain equipment items (see AEL description) or training/exercise projects. Please attach the following:

   a) ☐ **State EHP Approval:** if required by the state for your claim.

INSTRUCTIONS TO COMPLETE THE HOMELAND SECURITY GRANT REIMBURSEMENT FORM

SECTION C: (Continued)

5. If the expenditures that you are claiming were purchased thru a vendor or contractor, please enter the invoice # in the grid area. Please note that you are responsible for following acceptable purchasing policies and for documenting your procurement process. Additionally please include the following documentation with your claim:

   a) ☐ **Copy of the invoice**: Please attach an invoice that provides sufficient information to be used as a cross reference with the items described in your grant line item and AEL #. When the invoice includes items that are not being claimed or that belong to different claims or grants, please circle and designate on the invoice the items that you are requesting for reimbursement. Each item circled must have a project #, a funding source, and a total. Purchase orders and price quotes will not be accepted in the place of the invoice.

   b) ☐ **Copy of the purchase order**

   c) ☐ **Print out of the corresponding AEL # (Authorized Equipment List number).** The AEL listing can be found at: https://www.rkb.us/fema_grants.cfm

   d) ☐ **Proof of payment of the invoice:** The proof of payment for L.A. County Departments is the printout from e-CAPS showing that the check cleared the bank. The proof of payment for **other** than L.A. County Department is the corresponding copy of the bank's cleared check .

   e) ☐ **Calculations for use tax paid:** When use tax is paid, clearly show the calculations of the use tax in the invoice included in your claim.

   f) ☐ **Proof of payment of the use tax**: Please provide official documents which authenticate the remittance of the use tax to the state, the amount and the reference to the invoice being claimed.

   g) ☐ **Federal Debarment Listing:** Please provide a screen print out of the queried Federal Debarment Listing at https://www.sam.gov/portal/public/SAM/ (you will need a username and a password; if you don't please create an account) . The listing needs to be queried **prior** to the purchase of the items being claimed. This will certify that the vendor is allowed by the state.

6. If you are claiming services, supplies or any other type of items purchased thru a vendor or contractor, please select with an X the method that you used to acquire the items (do **not** leave blank). Please note that competitive bid and sole source are the only two valid purchasing methods.

   a) ☐ **Sole Source State Approval:** for non-bid purchases of $100,000 or more to a single vendor or a single project, please attach the sole source approval from the State. The approval needs to be requested from the State **prior** to the purchase of the items.

7. Enter the amount of your claim after you verify that your budget is sufficient to cover your request. When the amount of the budget is not sufficient, please let CDAT know of the possible need for budget modification.

8. Enter the "Total Amount" by adding the subtotal claims included in each line.

SECTION D: SUB-RECIPIENT'S CERTIFICATION

The following numerals provide the instructions to fill in the corresponding numeral in the form:

1. Please read and check the box provided if you are an authorized signor.

2. Please read and check the box provided if you are an authorized signor.

3. Please sign the claim if you are an authorized signor of your agency.

4 & 5. When the authorized person is the same as the contact person in Section B you do not need to enter the authorized contact information. If the authorized person and the contact person in Section B are different, please enter all the fields in this area as requested.

#2.

COUNTY OF LOS ANGELES

DEPARTMENT OF AUDITOR-CONTROLLER / SHARED SERVICES DIVISION

INSTRUCTIONS TO COMPLETE THE HOMELAND SECURITY GRANT REIMBURSEMENT FORM

ADDITIONAL ITEMS THAT YOU NEED TO ATTACH TO YOUR CLAIMS (ACCORDING TO SOLUTION AREA):

For Equipment Claims:

a) ☐ **Equipment Inventory Listing (Print out & Excel File):** Please include both the printout of the listing and the corresponding excel file with your claim. The excel file is used to submit your claim with the state and the printout as backup document for audits. If there is no serial # for your equipment please assign a valid ID tag, or write "Consumable" (if it applies) do **not** write N/A or leave the corresponding space blank.

*1 Please ensure that the following information is in your listing: project #, alpha, equipment description, AEL #, AEL title, invoice #, vendor, total cost, invoice date, acquired date, serial #, condition and disposition, deployed location and grant year. Please provide the **complete address** of the deployed location.

Additionally, please enter the appropriate CBRNE Mission (Chemical, Biological, Radiological, Nuclear, or Explosive) in the column titled "Equipment Description & Quantity". This only applies to vehicles with AEL # 12VE-00-MISS (Vehicle Specialized Mission:CBRNE).

You need to inform us of any changes on the items above *1. This applies to each piece of equipment added in the Inventory Listing, including when the items are disposed and/or no longer useful. We will update the master inventory listing (per grant requirement) according to the information you give us. Please make sure that you include all the attachments that are necessary to provide us with the requested information.

b) ☐ **Grant-Funded Typed Resource Report (Excel File):** Please complete and include with your claim the excel file titled "grant-fundedtypedresourcetool_051612" starting with the 2011 SHSHP and subsequent grants.

For Training Claims:

a) ☐ **State-Sponsored Training Reporting Form (with the tracking request #):** Please add this form along with the Training Request Form Training Officer (POC), which you completed at the website, to the claim's backup documentation. All the backup documentation submitted for the training claim needs to agree with the training period and the detail description on the Training Reporting Form and the line item of the Grant.

b) ☐ **Receipts and paid invoices:** please include the complete copy of the receipts and paid invoices with your claim for itemized costs such as air plane tickets, hotel stays, instructor's fees, workshop cost, facilities fees, consulting services, etc. Additionally, you will need to include the documents requested in numeral 5 under Section C.

c) ☐ **Grant-Funded Typed Resource Report (Excel File):** Please complete and include with your claim the excel file titled "grant-fundedtypedresourcetool_051612" starting with the 2011 SHSHP and subsequent grants.

If you are including **personnel cost** with your training claim, please add the following:

d) ☐ **Documents that certify completion of the training:** please attach supporting documents that show the class name, dates of training, # of hours of the training class, printed name and signature of individual taking the class and approval signature from supervisor or trainer (attach the information for backfilled positions also). Examples of documents that certify completion of training are:

- Attendance sheets (signed by employee and instructor)
- Sign in sheets (same as above)
- Signed training certificates

INSTRUCTIONS TO COMPLETE THE HOMELAND SECURITY GRANT REIMBURSEMENT FORM

For Training Claims (Continued):

e) ☐ **Summary Listing of Charges:** Please use the **Training Summary Sheet** form provided in this claim packet that **clearly** shows the breakdown of the training charges per employee and that match the total claimed. This form includes the following: employee name, assignment, job title, date, salary, hours claimed, regular rate, overtime rate, employee benefits rate, claim amount per employee, clear calculations of amount claimed per employee and total (equal to the amount claimed).

Please ensure that the Training Summary Sheet is verified/approved by an authorized signatory, with printed name and title, and dated.

f) ☐ **Backup for the Benefits Rate:** If you are adding benefits to your claim, please make sure that you include the official calculation for the rate used.

g) ☐ **Timecards:** Include a printout of the corresponding timecards. Manual timecards need to indicate the # of hours charged per day to the grant, supervisor's signature, employee name and signature. Automatic system generated timecards need to be final approved and include the name of the employee and hours charged per day to the grant.

h) ☐ **Explanation of timekeeping codes:** When the supporting documentation (timesheet, payroll register, etc.) includes timekeeping codes please provide a printout with the explanation of the usage as detailed as possible.

i) ☐ **Payroll register:** The payroll register needs to clearly support and explain the amount claimed per employee. It also needs to show the salary, hourly rate, employee benefits and overtime rate.

j) ☐ **Roster of backfilled positions:** When you are claiming overtime for a backfilled position, please attach the backfilled roster to your claim. The roster needs to include the name of the backfilling employees, a short description of duties performed, the corresponding employee whose duties were covered and the dates accordingly. Please make sure that the roster is signed and that you include documentation corresponding to the employee covered by the backfilling position.

For Planning Claims:

a) ☐ **Deliverable (or final product):** Please include with your claim the final product of the planning activity (deliverable) that was identified in the grant award.

b) ☐ **Signed Certificate of Completion:** The certificate of completion can be an e-mail confirming that the planning activity was completed.

c) ☐ **Invoices:** If your planning claim includes charges invoiced by vendors, please see requirements and documents you need to attach to your claim form under Section C (numeral 5 and numeral 6).

d) ☐ **Supporting Documentation for Personnel Cost:** When your planning claim includes personnel cost, please see d) to i) under Training Claim (supporting documents needed) and add to the documentation.

For Exercise Claims:

a) ☐ **Proof of State Approval of After Action Report (AAR):** In order for your AAR to be approved you have to submit it to the State using the ODP Portal (see link below), within 60 days following the completion of the exercise. You need to notify the State when the AAR is uploaded so they can proceed with the approval process.

https://hseep.dhs.gov/DHS_SSO/

b) ☐ **Invoices:** If your exercise claim includes charges invoiced by vendors please see requirements and documents you need to attach to your claim form under Section C (numeral 5 and numeral 6).

#2.

INSTRUCTIONS TO COMPLETE THE HOMELAND SECURITY GRANT REIMBURSEMENT FORM

For Exercise Claims (Continued):

c) ☐ **Supporting Documentation for Personnel Cost:** When your exercise claim includes personnel cost, please see d) to i) under Training Claim (supporting documents needed) and add to the documentation.

For Organization Claims: Please see above b) and c) under Exercise Claims

_____ STATE HOMELAND SECURITY GRANT

EQUIPMENT INVENTORY

Project Line	Project Alpha	Equipment Description & Quantity	AEL #	AEL Title	Invoice #	Vendor	Total Cost General	Acquired Date	ID Tag Number (Serial #/Local ID tag)	Condition & Disposition	Deployed Location (address preferred)	EHP Description
							$-					

#2.

Grant-Funded Typed Resource Report

Tool Instructions:

1. Each row should contain one piece of equipment purchased or one training class held.
2. Choose from the drop-down menu whether the line is for equipment or training, the NIMS Typed Discipline, NIMS Typed Resource and NIMS Type #, as published by FEMA's National Integration Center (NIC) that the equipment supports, if NIMS Typed.
2a. If equipment or training is not NIMS Typed, choose "State/Local Other" in drop-down menu and provide State/Local typing or Community of Interest information in the Comments.
3. Choose whether the piece of equipment or training is to "Sustain Current" existing capabilities or will increase or "Add New" capability .
4. Choose the Core Capability or Capabilities that the Typed Resource supports. If more than one Core Capability is applicable, expand the columns by clicking the '+' above the 'Cost of Purchase' column to show more 'Core Capability Supported' columns.
5. Enter the cost of the equipment or training.
6. Enter additional information in the Comments, including a brief description of whether the training or equipment purchased sustains existing capabilities; adds or improves an existing capability; or builds a new capability from scratch.

Equipment or Training	NIMS Typed Discipline or State/Local Discipline/Community of Interest Supported	NIMS Typed Resource Supported	NIMS Type #	State/Local Typed Resource Supported (if applicable)	Typed Equipment Purchased	# of Personnel Trained for Typed Teams	# of Typed Teams Trained	Sustain Current Capability/Add New Capability	Core Capability Supported	Cost of Purchase	Comments

Training Summary Sheet

2013 HSGP
Jurisdiction Name: _____
Training Provider: _____
OHS Approved Course Title: _____
Non-SLGCP Course Title & OHS Tracking No. _____
(requires pre-approval thru OEM)
Date of Course: _____
Class/ Exercise Duration/Hours: _____

	EMP NO.	EMPLOYEE NAME	ASSIGNMENT	TITLE	TRAINING REQUEST # (for Training only)	TRAINING START DATE	TRAINING END DATE	SALARY	OT HOURS	REG RATE	OT RATE	OT PAY	Employee Benefits Rate	CLAIM TOTAL
1											$ -	$ -		$ -
2														
3														
4														
5														
6														
7														
8														
9														
	GRAND TOTAL													$ -

Approved by _____
Authorized Signature

_____ _____
Print Name and Title Date

#2.

CALIFORNIA EMERGENCY MANAGEMENT AGENCY

PLANNING ROSTER

Project	Planning Activity	Solution Area Sub-Category	Discipline	Funding Source	Total Cost	Total Claimed	Cash Request Number	Final Product
					-	-		
	GRAND TOTAL						$	

CALIFORNIA EMERGENCY MANAGEMENT AGENCY

EXERCISE ROSTER

Project	Exercise Title	Funding Source	Solution Area Sub-Category	Discipline	Cash Request Number	Total Cost	Total Claimed	Conducted By	Date of Exercise	Exercise Type	Exercise Role	Date AAR entered into HSEEP
						-	-					
	GRAND TOTAL						$					

#2.

RESOLUTION SIGN-OFF FORM

DEPARTMENT: **Fire Department**

RESOLUTION TITLE: **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ACCEPT HOMELAND SECURITY GRANT PROGRAM GRANT FUNDS, EXECUTE A SUB-RECIPIENT AGREEMENT WITH THE COUNTY OF LOS ANGELES AND AMEND THE 2014-2015 FISCAL YEAR BUDGET**

Jon Thompson — **2/9/2015 12:25:34 PM**
DEPARTMENT MANAGER'S SIGNATURE — DATE

REVIEW / APPROVAL

Ruth Rugley — **2/19/2015 3:57:54 PM**
CITY ATTORNEY — DATE

Stephen Ajobiewe — **2/19/2015 2:11:41 PM**
CITY CONTROLLER — DATE

Kelly Montgomery — **2/9/2015 8:26:50 PM**
CITY MANAGER — DATE

Use when:	
Public Works:	When contracting for Engineering Services.
City Attorney:	When contracting for legal services; contracts that require City Attorney's review.
Controller/Budget Officer:	Amending Budget; appropriating and/or transferring funds; adding and/or deleting positions; any resolution having account numbers.
Asst. City Manager/OAS:	All personnel actions.

RESOLUTION SIGN-OFF FORM

DEPARTMENT: **City Management**

RESOLUTION TITLE: **CONSIDERATION OF THE CITY'S LEGISLATIVE AGENDA**

<ManagersName> — DEPARTMENT MANAGER'S SIGNATURE

<ManagersDate> — DATE

REVIEW / APPROVAL

<LegalName> — CITY ATTORNEY

<LegalDate> — DATE

<ControllerName> — CITY CONTROLLER

<ControllerDate> — DATE

<CityManager> — CITY MANAGER

<CityManagerDate> — DATE

Use when:	
Public Works:	When contracting for Engineering Services.
City Attorney:	When contracting for legal services; contracts that require City Attorney's review.
Controller/Budget Officer:	Amending Budget; appropriating and/or transferring funds; adding and/or deleting positions; any resolution having account numbers.
Asst. City Manager/OAS:	All personnel actions.

February 24, 2015

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **DELMONSHA GREEN, DIRECTOR**
COMPTON LOCAL HOUSING AUTHORITY

SUBJECT: **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO AMEND THE LOCAL HOUSING AUTHORITY'S 2014-2015 FISCAL YEAR BUDGET AND TRANSFER FUNDS BETWEEN ACCOUNTS**

SUMMARY

A resolution amending the Local Housing Authority 2014-2015 Fiscal Year Budget to accommodate projected expenditures in the Local Housing Authority's budget.

BACKGROUND

The Local Housing Authority is a program funded by the federal government. This program assists very low-income families, the elderly, and the disabled to afford decent, safe, and sanitary housing in the private market. The Housing Authority receives federal funds from the U.S. Department of Housing and Urban Development (HUD) to administer the voucher program.

STATEMENT OF THE ISSUE

The Housing Authority requests the City Council authorize an amendment to the FY 2014-15 budget to cover the relocation of the Housing Authority to 700 North Bullis Road. The requested funds are allocated for maintenance, repairs, equipment and computer costs that were not budgeted or anticipated during the current fiscal year.

FINANCIAL IMPACT

A budget amendment allows for appropriation increases where it is anticipated. The $65,000 is currently budgeted in Revenue Account 2829-000-000-3990, and upon approval of this Resolution, will be transferred to Account Nos. 2820-7900-000-4236 and 2820-790-000-4335. There will be no impact to the General Fund as a result of the proposed budget adjustments.

Increase	Amount
2829-000-000-3990	$ 65,000

To	Amount
2820-790-000-4236	$ 18,000
2820-790-000-4335	$ 47,000

#5.

RECOMMENDATION

The Housing Authority recommends approval of this Resolution to amend the Local Housing Authority's Fiscal Year 2014-2015 budget. The approval of this Resolution will increase revenues and expenditures by $65,000.

DELMONSHA GREEN, DIRECTOR
COMPTON LOCAL HOUSING AUTHORITY

APPROVED FOR FORWARDING:

JOHNNY FORD
CITY MANAGER

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO AMEND THE LOCAL HOUSING AUTHORITY'S 2014-2015 FISCAL YEAR BUDGET AND TRANSFER FUNDS BETWEEN ACCOUNTS

WHEREAS, the Compton Local Housing Authority receives funds from the U.S. Department of Housing and Urban Development (HUD) to assist low-income families, the elderly and the disabled to afford decent, safe and sanitary housing in the private market; and

WHEREAS, the City Council of the City of Compton adopted a final budget for Fiscal year 2014-2015; and

WHEREAS, to keep the budget current it becomes necessary to amend the budget on a periodic basis as events necessitate; and

WHEREAS, a budget amendment is necessary to accommodate projected expenditures in accounts within the Local Housing Authority's budget through the remainder of the 2014-2015 fiscal year; and

WEREAS, it is necessary to amend the budget to reflect modified amounts for maintenance and operation, computers and equipment that were not budgeted during the current fiscal year.

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

Section 1. That the City Manager is hereby authorized to amend and transfer funds between accounts in the 2014-2015 Fiscal Year budget of the Compton Local Housing Authority. Funds shall be increased as follows:

Increase Revenue:

Account Number: 2820-000-0000-3990	$ 65,000

Increase Expenditures:

Account Number: 2829-790-000-4236	$ 18,000
Account Number: 2820-790-000-4335	$ 47,000

Section 2. That a copy of this Resolution shall be filed in the offices of the City Manager, City Controller, Compton Local Housing Authority and City Clerk.

Section 3. That the Mayor shall sign and the City Clerk shall attest to the adoption of this Resolution.

ADOPTED this ____day of _____, 2015.

_____

MAYOR OF THE CITY OF COMPTON

#5.

ATTEST:

_____
CLERK OF THE CITY OF COMPTON

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON: ss

I, Alita Godwin, City Clerk of the City Compton, hereby certify that the foregoing Resolution was adopted by the City Council, signed by the Mayor, and attested by the Clerk at a regular meeting thereof on the ____ day of _____, 2015.

That said Resolution was adopted by the following vote, to wit:

AYES: COUNCIL MEMBERS-
NOES: COUNCIL MEMBERS-
ABSENT: **COUNCIL MEMBERS-**

_____
CITY CLERK OF THE CITY OF COMPTON

RESOLUTION SIGN-OFF FORM

DEPARTMENT: **Housing Authority**

RESOLUTION TITLE: **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO AMEND THE LOCAL HOUSING AUTHORITY'S 2014-2015 FISCAL YEAR BUDGET AND TRANSFER FUNDS BETWEEN ACCOUNTS**

Delmonsha Green — **2/10/2015 8:00:23AM**
DEPARTMENT MANAGER'S SIGNATURE — DATE

REVIEW / APPROVAL

Ruth Rugley — **2/19/2015 4:10:24 PM**
CITY ATTORNEY — DATE

Stephen Ajobiewe — **2/19/2015 2:13:21 PM**
CITY CONTROLLER — DATE

Kelly Montgomery — **2/12/2015 10:11:59 AM**
CITY MANAGER — DATE

Use when:	
Public Works:	When contracting for Engineering Services.
City Attorney:	When contracting for legal services; contracts that require City Attorney's review.
Controller/Budget Officer:	Amending Budget; appropriating and/or transferring funds; adding and/or deleting positions; any resolution having account numbers.
Asst. City Manager/OAS:	All personnel actions.

February 24, 2015

TO: **HONORABLE MAYOR AND CITY COUNCIL MEMBERS**

FROM: **CITY MANAGER'S OFFICE**

SUBJECT: **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COMPTON AMENDING CHAPTER II OF THE COMPTON MUNICIPAL CODE TO ADD SECTION 2-30 TO ESTABLISH A PUBLIC WORKS COMMISSION**

SUMMARY:

Councilperson Yvonne Arceneaux has requested that an ordinance be brought forth for City Council consideration that will establish a "Public Works Commission" for the City of Compton, charged as an advisory body with the responsibility of reviewing and providing comment on public works-related issues; such as, capital improvement projects and programs, public utility matters, waste management and hazardous disposal, traffic safety and transportation matters.

BACKGROUND:

Pursuant to the Section 1000 of the City of Compton Charter, the City Council is authorized to create by ordinance such advisory boards or commissions as in its judgment are required and may grant to them such powers and duties as are consistent with the provisions of the Charter. The City Council acknowledges the importance of establishing a Public Works Commission to address such issues related to the public works needs and requirements of the City. This Commission would also be the proper body for the public to present any issues or concerns relating to active or future public works projects by the City.

STATEMENT OF ISSUE:

The Public Works Commission shall consist of five (5) members appointed by the City Council and each member of the City Council shall appoint one (1) member to a four (4) year term of office. The voting members of the Commission shall be residents of the City of Compton and shall not be officers or employees of the City. No member of the Commission may have any interest in any contract with the City either during such member's term of office or for a period of one (1) year after the termination of such membership.

All members shall have an expressed interest in and knowledge of public works projects, methods and procedures. The City shall make a concerted effort to recruit at

least one (1) registered civil engineer with an active license, and professionals with expertise in other areas such as traffic engineering, structural engineering, architecture, landscape architecture, contracting or construction, construction law, or construction management and inspection.

The responsibilities of the Public Works Commission shall be to review and provide comment on public works related issues such as capital improvement projects and programs, public utility matters, waste management and hazardous disposal, traffic safety and transportation matters, and perform other related duties as directed by the City Council. The Public Works Commission shall act as an advisory body and may discharge its responsibilities in the manner and means selected by it, subject to the limitations provided for by this ordinance.

FISCAL IMPACT:

The members of the Public Works Commission shall receive a stipend of one hundred fifty dollars ($150.00) for each meeting in attendance. No additional compensation shall be paid for expenses incurred by the members of the Commission in the performance of their duties, unless otherwise authorized by the City Council.

RECOMMENDATION:

Staff makes no recommendations. Council has discretion to choose whether or not to adopt the attached Ordinance which will amend Chapter II of the Compton Municipal Code to add Section 2-30 establishing a Public Works Commission.

CRAIG J. CORNWELL
CITY ATTORNEY

APPROVED FOR FORWARDING:

JOHNNY FORD
CITY MANAGER

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COMPTON AMENDING CHAPTER II OF THE COMPTON MUNICIPAL CODE TO ADD SECTION 2-30 TO ESTABLISH A PUBLIC WORKS COMMISSION

WHEREAS, pursuant to Section 1000 of the City Charter, the City Council is authorized to create by ordinance such advisory boards or commissions as in its judgment are required and may grant to them such powers and duties as are consistent with the provisions of the Charter; and

WHEREAS, the City Council acknowledges the importance of establishing a Public Works Commission to address such issues related to the public works needs and requirements of the City; and

WHEREAS, this Commission would be the proper body for the public to present any issues or concerns relating to active or future public works projects by the City; and

WHEREAS, the responsibilities of the Public Works Commission shall be to review and provide comment on public works related issues such as capital improvement projects and programs, public utility matters, waste management and hazardous disposal, traffic safety and transportation matters, and perform other related duties as directed by the City Council; and

WHEREAS, the Public Works Commission shall act as an advisory body and may discharge its responsibilities in the manner and means selected by it, subject to the limitations provided for by this ordinance and other applicable City rules, regulations and laws.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMPTON DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. That Chapter II of the Compton Municipal Code is hereby amended to add Section 2-30 and shall read as follows:

2-30 PUBLIC WORKS COMMISSION

2-30.1 Created. There is hereby created and established a Public Works Commission in and for the City of Compton which shall be known and referred to, among other things, as the "Public Works Commission of the City of Compton" or as the "Public Works Commission." The authority to create and establish a Public Works Commission is pursuant to Section 1000 of the City of Compton Charter.

2-30.2 Membership and Commission Composition.

a. The Public Works Commission shall consist of five (5) members to be appointed by the City Council and be subject to removal in accordance with the provisions of Section 1002 of the Compton City Charter. Each member of the City Council shall appoint one (1) member of the Public Works Commission to a term of four (4) years and until their respective successors are appointed and qualified.

b. The members of the Commission shall be residents of the City of Compton and shall not be officers or employees of the City. No member of the Commission may have any interest in any contract with the City either during such member's term of office or for a period of one (1) year after the cessation of such service.

c. All members shall have an expressed interest in and knowledge of public works projects, methods and procedures. The City shall make a concerted effort to recruit at least one (1) registered civil engineer with an active license, and professionals with expertise in other areas such as traffic engineering, structural

engineering, architecture, landscape architecture, contracting or construction, construction law, or construction management and inspection.

2-30.3 Vacancies. Any vacancies on the Commission, from whatever cause arising, shall be filled by appointment by the Councilmember of the Council District that made the appointment to the vacant Commission position for the remainder of the unexpired term.

2-30.4 Meetings; Elections.

a. The Public Works Commission shall schedule regular meetings on a quarterly basis, at such time and dates as designated in the rules and regulations adopted by the Commission to govern procedures of the Commission. The meeting shall be held at such location designated by the City Manager. Special meetings may be held on the call of the Chairperson or any three (3) members of the Commission. All meetings shall comply with State laws governing open and public meetings.

b. At the first meeting of each fiscal year, the Commission shall elect a Chair and Vice-Chair from among the appointed members for a term of one (1) year. The Commission may also create and fill other offices from among the members as they deem necessary and in accordance with the rules and regulations adopted by the Commission.

2-30.5 Compensation. The members of the Public Works Commission shall receive a stipend of one hundred fifty dollars ($150.00) for each meeting in attendance. No additional compensation shall be paid for expenses incurred by the members of the Commission in the performance of their duties, except that the City Council may from time to time authorize in advance, expenditures for attendance at seminars, institutes, or other meetings which the City Council finds to be beneficial to the Commissioners in the performance of their duties, and in accordance with the City's "Expense and Reimbursement Policy."

2-30.6. Duties of the Public Works Commission. The Public Works Commission shall act as an advisory commission to the City Council and perform the following duties:

a. To provide annual review and comment on public works capital improvement projects and programs;

b. To receive regular updates on active capital improvement projects;

c. To review and provide input on long-term infrastructure maintenance and repair programs;

d. To review and comment upon the following:

1. Public utility matters, including electric, telephone and gas companies' community service levels;

2. Waste management, recycling programs and hazardous waste disposal; and

3. Traffic safety and transportation matters (e.g. stop signs, traffic signals, speed limits, crosswalks, bicycle routes, parking control, bus and truck routes, etc.).

e. At the request of the City Council, to recommend policies and programs to the City Council for efficient and cost-effective methods for providing for the public works needs and requirements of the City;

f. To perform other related duties or studies as directed by the City

Council.

2-30.7 Limitations. The Public Works Commission may discharge its duties in the manner and means selected by it, except as follows:

a. Unless expressly authorized to do so by the City Council, it shall not represent itself to be, nor in any way act for or on behalf of the City Council, nor shall it commit the officers, employees, or staff of the City in any manner or to any course of action. To the contrary, it shall act as a study center and clearinghouse for advisory action to the City Council;

b. It shall not encroach upon any area preempted by state or federal law; and

c. It shall forward all of its findings and recommendations to the City Council prior to public release.

2-30.8 Advisory Members. The City Manager or his/her designee, the Director of the Public Works/Municipal Utilities Department or his/her designee and any other member(s) of the City's personnel that the City Manager deems appropriate, shall be non-voting advisory members to the Commission.

Section 2. That the City Council declares that, should any provision, section, subsection, sentence, paragraph, clause, phrase or word of this Ordinance, hereby adopted, be rendered or declared invalid by any final court action in a court of competent jurisdiction, or by an reason of any preemptive legislation, the remaining provisions, sections, subsections, sentences, paragraphs, clauses, phrases or words of this Ordinance hereby adopted shall remain in full force and effect.

Section 3. That a copy of this Ordinance shall be filed in the offices of the City Clerk, City Manager, City Attorney, City Controller, and Public Works/Municipal Utilities Department.

Section 4. That this Ordinance and the rules, regulations, provisions, requirements, orders and matters established and adopted hereby shall take effect and be in full force and effect thirty (30) days after the date of its final passage and adoption by the City Council.

Section 5. That the Mayor shall sign and the City Clerk shall attest to the adoption of this Ordinance and shall cause the same to be published as required by law.

ADOPTED this ____ day of _____, 2015.

_____
MAYOR OF THE CITY OF COMPTON

ATTEST:

_____
CITY CLERK OF THE CITY OF COMPTON

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON: ss

I, Alita Godwin, City Clerk of the City of Compton, do hereby certify that the foregoing Ordinance was adopted by the City Council of the City of Compton, signed by the Mayor and attested by the City Clerk at a regular meeting thereof held on the ___ day of _____, 2015.

That said Ordinance was adopted by the following vote, to wit:

AYES: COUNCILMEMBERS-
NOES: COUNCILMEMBERS-
ABSENT: COUNCILMEMBERS-
ABSTAIN: COUNCILMEMBERS-

_____
CITY CLERK OF THE CITY OF COMPTON

RESOLUTION SIGN-OFF FORM

DEPARTMENT: **City Attorney**

RESOLUTION TITLE: **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COMPTON AMENDING CHAPTER II OF THE COMPTON MUNICIPAL CODE TO ADD SECTION 2-30 TO ESTABLISH A PUBLIC WORKS COMMISSION (First Reading)**

Ruth Rugley — **2/10/2015 6:55:50 PM**
DEPARTMENT MANAGER'S SIGNATURE — DATE

REVIEW / APPROVAL

Ruth Rugley — **2/17/2015 9:56:02 AM**
CITY ATTORNEY — DATE

Stephen Ajobiewe — **2/12/2015 3:04:41 PM**
CITY CONTROLLER — DATE

Johnny Ford — **2/12/2015 1:42:00 PM**
CITY MANAGER — DATE

Use when:	
Public Works:	When contracting for Engineering Services.
City Attorney:	When contracting for legal services; contracts that require City Attorney's review.
Controller/Budget Officer:	Amending Budget; appropriating and/or transferring funds; adding and/or deleting positions; any resolution having account numbers.
Asst. City Manager/OAS:	All personnel actions.

February 24, 2015

TO: **MAYOR AND COUNCIL MEMBERS**

FROM: **CITY MANAGER**

SUBJECT: **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON REVISING THE CITY'S POLICIES AND PROCEDURES FOR THE APPROVAL OF PURCHASE ORDERS, CONTRACTS, WORK CHANGE ORDERS, AND BUDGETARY TRANSFERS AND RESCINDING RESOLUTION NO. 23,759**

SUMMARY

The City Council ("Council") will consider adopting a resolution that will rescind Resolution No. 23,759, so as to revise the policies and procedures adopted therein by reinstating the City Manager's authority to make limited budgetary transfers and re-instituting reporting requirements for actions taken within the approval authority of the resolution.

BACKGROUND

In 2006, the City Council adopted, pursuant to Resolution Nos. 21,925 and 22,084, a formal policy and procedure authorizing the City Manager to approve (1) purchase orders and enter into contracts wherein the maximum amount to be paid by the City is $25,000 or less, (2) emergency purchase orders of $75,000 to $100,000, (3) certain work change orders on capital projects, and (4) transfers of budgeted amounts from one object to another object of up to $5,000 per object. Pursuant to the above resolutions, the City Council was to be provided a list of all purchase orders and purchase order additions over $5,000 issued during the previous month on a monthly basis, a monthly report of all budgetary transfers and a report on work change orders that exceeded $25,000 on a single City project.

Prior to adoption of the above-indicated resolutions, the Council reviewed for adoption by resolution a variety of City transactions, including:

1. All purchase orders over $5000
2. All work change orders (for capital projects) over $5000
3. All budgetary transfers between objects of different classifications

The prior practice of approving these transactions by separate individual resolutions placed a significant workload on the Council for review and approval, on the administrative departments for review and on the requesting departments for preparation. In addition, the resolution process often times delayed the

acquisition of goods and services that are needed by the City and/or its citizens. In the case of work change orders, time spent on the resolution process may incur significant additional cost if capital projects are on hold. Consequently, in adopting a formal policy and procedure in 2006, the Council changed the process for each of the above-described transaction types as follows:

1. **Purchase Orders.**

   a. Authorization to approve purchase orders in an amount of $25,000 or less for/within the current fiscal year do not require adoption by separate Council resolution.
   b. Procedural changes adopted require the combining as one purchase order for purposes of the $25,000 limits, all purchase orders to the same vendor for related goods and/or services (purchase orders cannot be split in order to avoid the $25,000 threshold).
   c. *A list of all purchase orders and purchase order additions over $5,000 issued must be provided to the Council on a monthly basis*.
   d. Authorization to approve emergency purchase orders of up to $75,000 if of urgent necessity for preservation of life, health, property or fiscal stability. Up to $100,000 authorized with the concurrence of the City Attorney.
   e. Upon advice and consent of City Attorney, authorization to enter contracts when total compensation is $25,000 or less.

2. **Work Change Orders.** A work change order is, in essence, an addition to an existing capital project purchase order. However, work change orders are unique because the original purchase order may be for a large dollar amount and because the timeliness of the work change order may be critical to the success and budget of the capital project. California Public Contract Code, under Part 3 "Contracting by Local Agencies" provides that:

   "20455. (a) After construction has begun, the legislative body, or the superintendent of streets if authorized by the legislative body, may order changes in the work without the necessity of a hearing. The order shall be in writing, and the amount of any change ordered shall not exceed five thousand dollars ($5,000) when the total amount of the original contract does not exceed fifty thousand dollars ($50,000), nor 10 percent of the amount of any original contract that exceeds fifty thousand dollars ($50,000), but does not exceed two hundred fifty thousand dollars ($250,000).

   (b) For contracts whose original cost exceeds two hundred fifty thousand dollars ($250,000), the extra cost for any change or addition to the work so ordered shall not exceed twenty-five thousand dollars ($25,000), plus 5 percent of the amount of the original contract costs in

excess of two hundred fifty thousand dollars ($250,000). In no event shall any such change or alteration exceed one hundred fifty thousand dollars ($150,000).

(c) The limitations on the cost of changes permitted by this section shall not apply where (1) the change is requested in writing by the owner of property subject to assessment for the improvement under construction and the nature of the change requested is such that the cost thereof will be assessed exclusively against the property of the person requesting the change, or (2) the change in the work will not adversely affect the benefiting property and any increase in the cost resulting from the changes will be paid by the city and will not be assessed against the property within the assessment district."

The Council authorized the City Manager to approve work change orders on capital projects within the limits of California Public Contract Code Section 20455 (a) and (b). *If the total work change orders on a single City project exceed $25,000 in the same fiscal year, then the City Manager is to explain the work change orders at the next City Council meeting as an agenda item*.

3. **Budgetary Transfers.** Prior to adoption of the above-indicated resolutions, even minor adjustments to budgeted amounts required Council adoption by resolution if they are not between objects within the same object classification. Thus, *the City Manager was given the authority to transfer budgeted amounts from one object to another object if they are within the same fund group, and by no more than $5,000 per transfer*. The authority over budget transfers was procedurally implemented along the following guidelines:

- Budgeted amounts transferred from one object to another object within the same classification, department, and fund require Department Head approval.
- Budgeted amounts transferred from one object to another object within the same department and fund, but within a different classification require City Manager approval if for an amount less than $5,000 per transfer. If the amount is greater than $5,000 then City Council adoption by resolution is required for approval.
- Budgeted amounts transferred from one object to another object within the same fund, but within a different classification and department require City Manager approval if for an amount less than $5,000 per transfer. If the amount is greater than $5,000 then City Council adoption by resolution is required for approval.
- Budgeted amounts transferred from one object to another object within a different fund require City Council adoption by resolution.

- Accounting for any transfer of funds is performed by the Controller's Office. All such transfers shall be reported to City Council on a monthly basis in a report prepared by the Controller's Office.

STATEMENT OF ISSUE

The above-noted resolutions were adopted because the time and attention of the Council is a valuable asset that should be reserved for matters significant to the City of Compton. Over the years there have been a number of resolutions revising the above-delineated policies and procedures and it would appear that in the more recent resolutions, including Resolution No. 23,759 (the latest resolution adopted on May 21, 2013), the reporting requirements, budgetary transfer authority and monetary reporting (i.e. orders exceeding $25,000) on work orders were inadvertently omitted.

Adoption of the attached resolution will rescind Resolution No. 23,759 only for purposes of revising the current City policies and procedures to reinstate the City Manager's authority to make limited budgetary transfers, require the City Manager to report work orders in excess of $25,000 to the Council and re-institute the requirements that the Council be provided with monthly reports that enable the Council to review and monitor the smaller transactions executed within the approved authority of the resolution. All other provisions will remain the same.

FINANCIAL IMPACT

There is no expected cost associated with the adoption of the requested revisions to the current policy. However, implementation of these policies and procedures has resulted in a lower volume of proposed resolutions, has saved time and increased the efficiency of several City departments. Additionally, the reporting requirements will keep the Council and citizens informed of the types of authorized transactions that are occurring pursuant to the authority granted.

RECOMMENDATION

Staff recommends that the City Council adopt the attached Resolution.

JOHNNY FORD
CITY MANAGER

JF:CJC:RAR:rar

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON REVISING THE CITY'S POLICIES AND PROCEDURES FOR THE APPROVAL OF PURCHASE ORDERS, CONTRACTS, WORK CHANGE ORDERS, AND BUDGETARY TRANSFERS AND RESCINDING RESOLUTION NO. 23,759

WHEREAS, the time and attention of the City Council is a valuable asset that should be reserved for matters significant to the City of Compton, thus in 2006 (pursuant to Resolution Nos. 21,925 and 22,084), the City Council adopted a formal policy and procedure authorizing the City Manager to approve (1) purchase orders and enter into contracts wherein the maximum amount to be paid by the City is $25,000 or less, (2) emergency purchase orders of $75,000 to $100,000, (3) certain work change orders on capital projects, and (4) transfers of budgeted amounts from one object to another object of up to $5,000 per object; and

WHEREAS, elimination of the resolution requirement for small transactions has saved time on the part of the City departments and allowed City business to be executed more quickly and efficiently, freeing the City Council from having to review a large number of resolutions, many of which relate to the normal operations of the City; and

WHEREAS, pursuant to the above-noted resolutions, the City Council was to be provided a list of all purchase orders and purchase order additions over $5,000 issued during the previous month on a monthly basis, a monthly report of all budgetary transfers and a report on work change orders that exceed $25,000 on a single City project; and

WHEREAS, over the years there have been a number of resolutions revising the above-delineated policies and procedures and it would appear that in the more recent resolutions, including Resolution No. 23,759 (the latest resolution adopted on May 21, 2013), the budgetary transfer authority and reporting requirements for purchase orders and work change orders exceeding $25,000 were inadvertently omitted; and

WHEREAS, adoption of the attached resolution will rescind Resolution No. 23,759 only for purposes of revising the current City policies and procedures to reinstate the City Manager's authority to make limited budgetary transfers, require the City Manager to report work orders in excess of $25,000 to the Council and re-institute the requirements that the Council be provided with monthly reports that enable the Council to review and monitor the smaller transactions executed within the approved authority of the resolution.

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

Section 1. That Resolution No. 23,759, adopted by the City Council on May 21, 2013, is hereby rescinded.

Section 2. That Purchase Orders do not require adoption by separate resolution of the City Council if they:

- Are for an amount of $25,000 or less, however except for materials, supplies and goods, a written contract approved as to form by the City Attorney shall be required; and
- Are properly approved by the City Manager and/or other required staff; and

- Are applied to an existing appropriation; or
- Fulfill in whole or in part a budgeted expenditure as adopted by City Council in the Combined Budget Resolution for the current fiscal year.
- Are purchase orders, regardless of the amount, for City-owed utility payments (e.g. electricity, water and gas), that are applied to an existing appropriation.

Section 3. That the following purchase order procedures are now in effect:

- Purchase Orders for the same vendor, for the acquisition of related goods/services, and occurring in the same fiscal year shall be treated as one combined Purchase Order for purposes of determining if the $25,000 threshold is met.
- A new addition to an existing Purchase Order shall be combined with the original Purchase Order and any previous additions to the Purchase Order for purposes of determining if the $25,000 threshold is met.
- Purchase Orders will not be split in order to avoid the $25,000 threshold, including splits near the cutoff between fiscal years.
- A list of all Purchase Orders and Purchase Order additions over $5,000 issued during the previous month will be provided to the City Council by the City Controller on a monthly basis.

Section 4. That upon the advice and approval of the City Attorney, the City Manager is authorized to enter into contracts on behalf of the City, without first having City Council adoption of a separate resolution, when the total amount of compensation to be paid by the City pursuant to the contract is $25,000 or less.

Section 5. That when faced with an urgent situation, the City Manager may authorize a purchase order of up to $75,000, without first having City Council adoption by resolution, if the purchase order is of urgent necessity for the preservation of life, health, property or fiscal stability. The maximum amount of an emergency purchase order may be increased by $100,000 with the concurrence of the City Attorney. At the next available opportunity, the emergency purchase order will go through the normal approval process for purchase orders.

Section 6. That work change orders on capital projects that are within the limits of California Public Contract Code Section 20455 (a) and (b) do not require City Council adoption by resolution. Work change orders using this section must be approved by the City Manager, in addition to any other required approval. If in total the work change orders on a single City project exceed $25,000 in the same fiscal year, the City Manager shall explain the work change orders at the next City Council meeting as an agenda item.

Section 7. That the City Manager may transfer budgeted amounts from one object to another object if they are within the same fund group by no more than $5,000 per object. A budgetary transfer of more than $5,000 per object may only be authorized by a resolution of City Council. The administrative accounting for budgetary transfers is performed by the City Controller; therefore all such transfers shall be reported to the City Council on a monthly basis in a report prepared by the City Controller.

Section 8. That a certified copy of this Resolution shall be filed in the offices of the City Clerk and with every City department and agency.

Section 9. That the Mayor shall sign and the City Clerk shall attest to the adoption of this Resolution.

ADOPTED this ___ day of _____, 2015.

_____
MAYOR OF THE CITY OF COMPTON

ATTEST:

_____
CITY CLERK OF THE CITY OF COMPTON

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss
CITY OF COMPTON)

I, Alita Godwin, City Clerk of the City of Compton, hereby certify that the foregoing Resolution was adopted by the City Council of the City of Compton, signed by the Mayor and attested to by the City Clerk at a regular meeting thereof held on the _____ day of _____, 2015.

That said Resolution was adopted by the following vote, to wit:

AYES: COUNCIL MEMBERS-
NOES: COUNCIL MEMBERS-
ABSTAIN: COUNCIL MEMBERS-
ABSENT: COUNCIL MEMBERS-

_____
CITY CLERK OF THE CITY OF COMPTON

RESOLUTION SIGN-OFF FORM

DEPARTMENT: **City Attorney**

RESOLUTION TITLE: **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON REVISING THE CITY'S POLICIES AND PROCEDURES FOR THE APPROVAL OF PURCHASE ORDERS, CONTRACTS, WORK CHANGE ORDERS, AND BUDGETARY TRANSFERS AND RESCINDING RESOLUTION NO. 23,759**

Ruth Rugley — **2/11/2015 6:40:53 PM**
DEPARTMENT MANAGER'S SIGNATURE — DATE

REVIEW / APPROVAL

Ruth Rugley — **2/19/2015 4:11:19 PM**
CITY ATTORNEY — DATE

Stephen Ajobiewe — **2/19/2015 2:22:54 PM**
CITY CONTROLLER — DATE

Johnny Ford — **2/12/2015 1:04:23 PM**
CITY MANAGER — DATE

Use when:	
Public Works:	When contracting for Engineering Services.
City Attorney:	When contracting for legal services; contracts that require City Attorney's review.
Controller/Budget Officer:	Amending Budget; appropriating and/or transferring funds; adding and/or deleting positions; any resolution having account numbers.
Asst. City Manager/OAS:	All personnel actions.

February 24, 2015

TO: **HONORABLE MAYOR AND CITY COUNCIL MEMBERS**

FROM: **CITY MANAGER**

SUBJECT: **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO AMEND THE 2014/15 FISCAL YEAR BUDGET REVENUE PROJECTIONS AND EXPENDITURE APPROPRIATIONS BASED ON THE SECOND QUARTER (MIDYEAR) BUDGET REVIEW**

SUMMARY

The City Manager will provide a budget update for the Second Quarter of Fiscal Year 2014/15, which ended December 31, 2014. Consistent with its commitment to prudence and solvency, the Council will review the Fiscal Year 2014/15 midyear revenues and expenditures and affirm assumptions that a balanced budget can be achieved for this fiscal year.

Based on this review, Council will consider a resolution to amend expenditure appropriations to address budgetary issues that arose between the end of the first quarter of the fiscal year and the end of the second quarter. Based on the Controller's revised revenue projections, the City Manager is recommending a revenue increase of $901,237 and an expenditure increase of $896,000 to address unanticipated liabilities and program enhancements. If the Council adopts these adjustments, the City is expected to have a balanced General Fund budget at the end of this fiscal year. The Council has the option of considering the recommendations individually, collectively, or in recommendation groups.

BACKGROUND

On June 30, 2014, per Resolution No. 23,975, Council adopted a Fiscal Year budget anticipating $173,175,467 in total revenues and allocating $171,044,395 in expenditures for services. The Fiscal Year General Fund budget projected revenues of $53,009,741 and expenditures of $52,868,391, for a fund balance of $141,350.

The annual budget is a planning document used to fund the policies and programs as directed by the Council, and is based on assumptions and projections regarding revenues and expenditures. The Second Quarter Report is significant in that it provides a midyear update on revenues and expenditures at the halfway point, allows the Council to assess the City's fiscal condition, given the current year's work program, and to gauge the City's

likelihood of meeting its end-of-year revenue and expenditure projections. The Council has, at this point, an opportunity to make adjustments to the expenditure allocations based on actual revenues and costs.

A first quarter review of this year's budget led to a revision of the budget to include the following new revenues:

- A one-time property tax adjustment ($6,277,260)
- Revenues from the renewal of the solid waste contract ($500,000)
- Employee Medical and labor Compensation revenues from the return of pension levy funds ($900,000)

The review also allowed the Council to revise expenditure allocations to allow budget cleanup, address unanticipated liabilities, improve levels of service, and anticipate labor negotiations. As a result, the revised approved expenditures totaled $171.8M with a projected year end General Fund reserve of $822,225.

STATEMENT OF THE ISSUE

Although the City entered into this budget year projecting a modest General Fund surplus, it is critical that Council continue its newly adopted practice of reviewing the adopted budget at least three times per year and focusing on achieving and maintaining solvency. In addition, the Council is reminded of its Contingency Reserve Policy (adopted July 22, 2014), which requires that the Council actively budget for and contribute to a fund balance to allow a General Fund reserve goal of ten percent of expenditures.

The Second Quarter Financial Report (Attachment) and Five-Year Revenue Forecast will assist the Council in deciding whether to adjust or accelerate the City's short and long term goals. The Cash Flow Analysis also allows the Council to review the City's monthly revenues vs. expenditures to ensure that departments are operating efficiently within their allocated budgets, and to make allocation adjustments where appropriate.

Continuous Assessment of the City's Financial Condition

The Midyear Budget review provides an opportunity to assess the City's financial condition using metrics that define the overall health of municipal budgets. The Council has received the following scale, which provides benchmark definitions that can be used to measure the financial well being of the City's budget and determine if policy decisions are resulting in a consistently strong financial position:

• **Healthy:** Revenues exceed expenditures and continue to show growth, year over year, and the City maintains 15% in reserves - rainy day fund

• **Sustainable:** Revenues exceed expenditures and the City maintains 10-15% in reserves - rainy day fund

• **Vulnerable:** Revenues exceed expenditures and the City maintains less than a 10% reserves - rainy day fund

• **Unsustainable/Insolvent:** Revenues less than expenditures

The overall goal of the City Council must be focused on implementing policy decisions that direct staff towards achieving a sustainable budget that plans for future liabilities. Historically, as a result of stagnant revenues and deficit spending, the City's budget has often been insolvent, far below the desired level of a healthy municipal government.

While the City ended the last fiscal year with a budget surplus and is projected to have a smaller reserve this fiscal year, it is clear that the City remains in the financially vulnerable to nearly sustainable category. Consistent with the Council's adoption of the Contingency Reserve Policy, the City Manager's recommendations will continue to focus on moving the City towards true sustainability and planning for future liabilities.

For more than two years, the Council has been reminded in its budget reviews of the aggressive increase in the City's future liabilities. In summary, the key liabilities remain:

- $437M long term deficit requiring annual payments of $3.5M per year (an increase from the $1.3M payments of prior years)
- Lease Revenue Bond debt obligations shifting to the General Fund ($2.3M a new liability effective with this fiscal year)
- End of $843K in annual employee cost savings (furloughs and other concessions)

In addition to these known liabilities, the City is concluding renegotiation of all agreements with its employee labor groups. Given these liabilities of known and unknown amounts, the Council is advised to continue to take steps to address past deficit spending, further increase revenues, and control unnecessary expenditures to sustain a balanced budget in this year and in preparation for significant budget increases in future years.

MIDYEAR BUDGET ADJUSTMENTS FOR FISCAL YEAR 2014/15

RECONCILIATION OF FIRST HALF BUDGET IMBALANCES (REBALANCING THE BUDGET)

As indicated, the mid-year review provides an opportunity to assess fiscal conditions and make the needed adjustments to assure the City meets its year end fiscal objectives. A review of the first six months' results identified the following imbalances in need of correction.

1) Citywide Salary and Operational Savings
   Due in large part to position vacancies and the lag in filling those vacancies, the organization realized citywide salary savings of $401,237 as of December 31, 2014. As the organization continues to make progress in filling key vacancies, service levels will improve and these one-time savings will cease increasing.

However, the savings already accrued are available to partially offset the imbalances in the Fire Department as discussed herein.

Salary Savings $401,237

Amend the FY 14/15 department budgets to decrease appropriations in the salary accounts as follows:

1001-400-000-4101	Mayor and Council	$80,171
1001-470-000-4101	City Clerk	$48,980
1001-600-000-4101	General Services	$30,590
1001-650-000-4101	City Controller	$63,884
1001-770-000-4101	Building & Safety Dept	$114,593
1001-780-000-4101	Planning and Econ. Dev.	$60,531
1001-400-000-4101	Parks & Recreation	$2,488
TOTAL SALARY SAVINGS/REDUCTIONS		**$401,237**

2) Fire Department Salaries and Overtime **($500,000)**

As indicated, the Fire Department has exceeded its overtime budget for the first half of the fiscal year. Staff recommends that this amount be absorbed from citywide salary savings and other available revenues. Because the Council was aware of the staffing issues in the department which contributed to the pervasively high overtime rates, it approved in the budget for this fiscal year additional positions. With the approval of twelve additional firefighters, that rate will reduce beginning March 6, when the new crew graduates from the academy.

In the meantime, overtime facing the department in the remaining months is both real and necessary. The department's overtime budget should be augmented by $500,000 in the second half of the year.

Amend the FY 14/15 Fire Department budget to increase appropriations in Account Number 1001-690-000-4171 (Overtime) by **$500,000.**

3) City Manager's Office Grants Staffing Augmentation **$45,000**

In the final budget workshop before the adoption of the FY 2014/15 budget, the Council requested a recommendation and costs for the augmentation of the staffing in the Grants Division of the City Manager's Office and directed the City Manager to include initial funding for additional staff in the upcoming budget. The funding was intended to increase the capacity of the division to attract and effectively manage funding in support of present and future programs and initiatives while the Grants Manager worked to identify sustaining funding for the additional staff. Although the Council was clear in its direction, the staffing additions were not included in the budget motions or the final budget resolution. Thus, staff is

requesting that the Council appropriate the intended $45,000 to the City Manager's budget for the partial funding of the following positions:

- Office Aide
- Program Development Specialist
- Grants Coordinator

1001-510-000-4101	Salaries	$31,050
1001-510-000-4180	FICA Contrib.	$450
1001-510-000-4190	Workers' Comp.	$900
1001-510-000-4191	Health Ins.	$6390
1001-510-000-4192	Retirement	$2,745
1001-510-000-4193	PERS Pickup	$2070
1001-510-000-4194	Life Ins.	$630
1001-510-000-4195	Dental Ins.	$405
1001-510-000-4197	Unempl. Ins.	$360
Total City Manager's Office		**$45,000**

Total: First Half Salary Adjustments $545,000

PROPOSED MODIFICATIONS FOR THE UPCOMING MONTHS

After a reconciliation of salary expenditures and savings for the first half of the fiscal year, staff is requesting that Council augment the budget with the appropriation of an additional $500,000 in projected revenues to increase and restore programming, offset salary overruns, and to address unanticipated liabilities.

A. REVENUE INCREASES

1) Additional Casino Revenues **($100,000)**

Increase the revenues projected from the Casino license by $100,000. Increase revenues in Account 1001-000-000-3248 (Business License [Casino]) by $100,000.

2) Additional Building Permit Revenues **($100,000)**

Increase revenues in Account 1001-000-000-3210 (Building Permits) by $100,000.

3) Other Construction Permits **($50,000)**

Increase revenues in Account 1001-000-000-3240 (Other Construction Permits) by $50,000.

4) Property Tax Increase **($250,000)**

Increase revenues in Account 1001-000-000-3010 (Property Taxes – Secured) by $250,000

Total: Revenue Increases $500,000

B. UNANTICIPATED LIABILITIES AND SERVICE ENHANCEMENTS

1) Unanticipated Liabilities

a. National Resource Network **($67,000)**

National Resource Network is an initiative of the federal government's Strong Cities Strong Communities initiative under the auspices of the White House Council on Strong Cities, Strong Communities. The Network has visited Compton and made an assessment with a recommended strategy for technical assistance with a particular focus on operatonal assessment and working with the city to develop and implement a strategy for the revitalization of Compton Boulevard.

Amend the FY 14/15 City Manager's budget to increase appropriations in Account Number 1001-510-000-4262 (Other Professional Services) by **$67,000.**

b. Lighting Assessment **($50,000)**

In response to Council's request for a comprehensive assessment of street lighting and park lighting in Compton, staff has reviewed the assessments previously conducted, and has requested proposals for a current assessment.

Amend the FY14/15 Planning and Economic Development Department budget to increase appropriations in Account Number 1001-780-000-4269 (Other Contract Services) by **$50,000**

c. Tenant Relocation **($20,000)**

For purposes of efficiency and for improved service to the public, staff over the last two years has been relocated, where appropriate to allow for more effective use of space and to allow more efficient support operations. The Local Housing Authority will be relocating to the facility at 700 N. Bullis Road, and tenant improvements are required to effect that move.

Amend the FY 14/15 General Services budget to increase appropriations in Account Number 1001-600-000-4269 (Other Professional Services) by **$20,000.**

d. Self Reliant Cities Joint Powers Authority **($25,000)**

The City of Compton joined this Joint Powers Authority of six cities in the region hosting casinos in 2006. This appropriation would allow the city to continue to be a member of the Authority and to benefit from lobbying and other activities performed on behalf of cities of similar interest.

Amend the FY 14/15 City Manager's budget to increase appropriations in Account Number 1001-510-000-4219 (Memberships and Publishing) by **$25,000.**

e. Council Discretionary and Events Fund **($25,000)**

These funds are provided for constituent services, information, communication, and events. Staff is recommending that the Council augment the funds for the Mayor and Council by $5,000 per member, and that each member also be allowed to reallocate up to $10,000 in existing funds to the salary line for event staffing (overtime and security).

Amend the FY 14/15 City Manager's budget to increase appropriations in Account Number 1001-510-000-4238 (Special Event) by **$25,000.**

Allow transfer of up to an additional $10,000 per member to be transferred into the salary line for special event staffing support.

Facility Maintenance Service, Johnson Controls **($87,000)**

Johnson Controls was approved in 2006 for a 15 year contract for lighting system upgrades, climate control, and automaton upgrade and maintenance. The funds for this service should have been restored in **budget cleanup.**

Amend the FY 14/15 General Services budget to increase appropriations in Account Number 1001-520-000-4269 (Other Professional Services) by **$87,000.**

Unanticipated Liabilities Total: $274,000

2) Service Improvements

a. Temporary Assistance for Human Resources Processing **($47,000)**

The effectiveness of the city organization continues to be affected by an inability to fully serve the staffing and organizational support needs of our employees, supervisors, managers and the public. Still feeling the effects of the layoffs of more than three years ago, the organization continues to have an inordinate number of vacancies – a situation that leads to other organizational and customer service challenges. Staff is requesting authorization to hire an additional HR Specialist or an Administrative Analyst on a temporary basis (up to six months) to help to alleviate this situation.

Amend the FY 14/15 Human Resources Department budget to increase appropriations in Account Number 1001-560-000-4101 (Salaries) by **$47,000.**

b. TV Production Interns to Support Cable Operations **($30,000)**

Approval of this funding will allow more effective use of the City's cable television capabilities, allow more consistent and enhanced communication with the community regarding its government and its operations. Additionally, the internships will provide much needed work experience for talented youth in this critical field.

Amend the FY 14/15 City Manager's budget to increase appropriations in Account Number 1001-510-000-4101 (Salaries) by **$30,000.**

Total: Service Improvements $77,000

Total of Salary Savings and Additional Revenues: General Fund $901,237

Total Unanticipated Liabilities, Salaries, and Service Improvements: $896,000

3) HUD mandated program audit

a. Payment for Independent Audit of the Local Housing Authority **$40,500**

The HUD requires independent audit of the processes, expenditures and reporting practices of the City's Local Housing Authority Section 8 program. The cost of the audit is $40,500. The amount will be paid out of the administrative revenues received from HUD and will have no impact on General Fund. The 2014/2015 budget of the Local Housing Authority needs to be amended by increasing revenues in account number 2820-000-000-3990 and increasing expenditure appropriation in account number 2820-790-000-4249 to cover the mandated independent audit cost of $40,500.

ALTERNATIVES

Council can take no action or may choose to act on individual items as described. However, the City Manager is recommending the budget amendments outlined above to ensure optimum service delivery and that the City achieves a balanced Fiscal Year budget.

FISCAL IMPACT

As outlined in this report, given the anticipated salary savings and additional revenues identified during the second quarter of this fiscal year, the City of Compton has a balanced budget and the recommendations for budget adjustments have no negative impact on the City's General Fund.

RECOMMENDATIONS

Staff recommends that the Mayor and City Council approve the attached Resolution, amending the Fiscal Year budget.

JOHNNY FORD
CITY MANAGER

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO AMEND THE 2014/15 FISCAL YEAR BUDGET REVENUE PROJECTIONS AND EXPENDITURE APPROPRIATIONS BASED ON THE SECOND QUARTER (MIDYEAR) BUDGET REVIEW

WHEREAS, pursuant to Resolution No. 23,975, the City Council of the City of Compton adopted the Fiscal Year 2014-2015 budget on June 30, 2014 and;

WHEREAS, based upon the second quarter review it is necessary to amend the Fiscal Year 2014-2015 budget to increase expenditures in the amount of $896,000 to address unanticipated liabilities and program enhancements and;

WHEREAS, the City entered into this budget year projecting a modest General Fund surplus, it is critical that Council continue its newly adopted practice of reviewing the adopted budget at least three times per year and focusing on achieving and maintaining solvency; and

WHEREAS, it is necessary to amend FY 2014-15 department budgets to decrease appropriations in the salary accounts as follows:

1001-400-000-4101	Mayor and Council	$ 80,171
1001-470-000-4101	City Clerk	$ 48,980
1001-600-000-4101	General Services	$ 30,590
1001-650-000-4101	City Controller	$ 63,884
1001-770-000-4101	Building & Safety Dept	$114,593
1001-780-000-4101	Planning and Econ. Dev.	$ 60,531
1001-400-000-4101	Parks & Recreation	$ 2,488
TOTAL SALARY SAVINGS/REDUCTIONS		**$401,237**

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COMPTON DOES RESOLVE AS FOLLOWS:

SECTION 1. That the City Manager is hereby authorized to make the following General Fund budget amendment to the Fiscal Year 2014-2015 adopted budget:

Increase General Fund Revenue as follows:

$250,000 in Account No. 1001-000-000-3010
$100,000 in Account No. 1001-000-000-3210
$ 50,000 in Account No. 1001-000-000-3240
$100,000 in Account No. 1001-000-000-3248

Total Amount $500,000

SECTION 2. That the City Manager is hereby authorized to amend FY 2014-15 department budgets to decrease appropriations in the salary accounts as follows:

1001-400-000-4101	Mayor and Council	$ 80,171
1001-470-000-4101	City Clerk	$ 48,980
1001-600-000-4101	General Services	$ 30,590
1001-650-000-4101	City Controller	$ 63,884
1001-770-000-4101	Building & Safety Dept	$114,593
1001-780-000-4101	Planning and Econ. Dev.	$ 60,531
1001-400-000-4101	Parks & Recreation	$ 2,488
TOTAL SALARY SAVINGS/REDUCTIONS		**$401,237**

SECTION 3. That the City Manager is hereby authorized to make the following General Fund budget amendment to the Fire Department Fiscal Year 2014-2015 adopted budget:

Increase General Fund Expenditures as follows:

$500,000 in Account No. 1001-690-000-4171(Overtime)

Total Fire Department Overtime Amount $500,000

SECTION 4. That the City Manager is hereby authorized to make the following General Fund budget amendments to the City Manager's Office Grant Management Department Fiscal Year 2014-2015 adopted budget:

Increase General Fund Expenditures as follows:

1001-510-000-4101	Salaries	$31,050
1001-510-000-4180	FICA Contrib.	$ 450
1001-510-000-4190	Workers' Comp.	$ 900
1001-510-000-4191	Health Ins.	$ 6,390
1001-510-000-4192	Retirement	$ 2,745
1001-510-000-4193	PERS Pickup	$ 2,070
1001-510-000-4194	Life Ins.	$ 630
1001-510-000-4195	Dental Ins.	$ 405
1001-510-000-4197	Unempl. Ins.	$ 360
Total City Manager's Office - Grant Management Department		**$45,000**

SECTION 5. That the City Manager is hereby authorized to make the following General Fund budget amendments to the City Manager's Office Fiscal Year 2014-2015 adopted budget:

Increase General Fund Expenditures as follows:

$67,000 in Account No. 1001-510-000-4262
$25,000 in Account No. 1001-510-000-4219

Total Amount $92,000

SECTION 6. That the City Manager is hereby authorized to make the following General Fund budget amendments to the Planning and Economic Development Department Fiscal Year 2014-2015 adopted budget:

Increase General Fund Expenditures as follows:

$50,000 in Account No. 1001-780-000-4269

Total Amount $50,000

SECTION 7. That the City Manager is hereby authorized to make the following General Fund budget amendments to the General Services Fiscal Year 2014-2015 adopted budget:

Increase General Fund Expenditures as follows:

$87,000.00 in Account No. 1001-600-000-4269
$20,000.00 in Account No. 1001-600-000-4269

Total Amount $107,000

SECTION 8. That staff is recommending that Council increase the FY 2014-2015 adopted budget by $5,000 per member for the Mayor and Council, and that each member also is allowed to reallocate up to $10,000 in existing funds to the salary line for event staffing (overtime and security):

Increase General Fund Expenditures as follows:

$5,000 in Account No. 1001-400-C01-4238
$5,000 in Account No. 1001-400-C02-4238
$5,000 in Account No. 1001-400-C03-4238
$5,000 in Account No. 1001-400-C04-4238
$5,000 in Account No. 1001-400-C05-4238

Total Amount $25,000

SECTION 9. That the City Manager is hereby authorized to make the following General Fund budget amendments to the Human Resources Department Fiscal Year 2014-2015 adopted budget:

Increase General Fund Expenditures as follows:

$47,000 in Account No. 1001-560-000-4101

Total Amount $47,000

SECTION 10. That the City Manager is hereby authorized to make the following General Fund budget amendments to the City Manager's Office Fiscal Year 2014-2015 adopted budget:

Increase General Fund Expenditures as follows:

$30,000 in Account No. 1001-510-000-4101

Total Amount $30,000

SECTION 11. That the City Manager is hereby authorized to make the following Local Housing Authority amendments as follows:

Increase Local Housing Authority Revenues as follows:

$40,500 in Account No. 2820-000-000-3990

Increase Local Housing Authority Expenditures as follows:

$40,500 in Account No. 2820-790-000-4249

Total Amount $40,500

SECTION 12. That a certified copy of this resolution shall be filed in the Offices of the City Clerk, City Attorney, City Manager, Department of Human Resources, and City Controller.

SECTION 13. That the Mayor shall sign and the City Clerk shall attest to the adoption of this resolution.

ADOPTED this _____ day of _____, 2015.

#8.

_____
MAYOR OF THE CITY OF COMPTON

ATTEST:

_____
CITY CLERK OF THE CITY OF COMPTON

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF COMPTON

I, Alita Godwin, City Clerk of the City of Compton, hereby certify that the foregoing resolution was adopted by the City Council, signed by the Mayor, and attested by the City Clerk at a regular meeting thereof held on the _____ day of _____, 2015.

That said resolution was adopted by the following vote:

AYES: COUNCIL MEMBERS-
NOES: COUNCIL MEMBERS-
ABSENT: COUNCIL MEMBERS-
ABSTAINS: COUNCIL MEMBERS-

_____
CITY CLERK OF THE CITY OF COMPTON

Financial Report

2nd Quarter Ended
December 31, 2014

City of Compton

#8.

January 29, 2015

TO: **THE HONORABLE MAYOR AND COUNCIL MEMBERS**

FROM: **CITY MANAGER**

BY: **CITY CONTROLLER**

SUBJECT: **FINANCIAL REPORT – PERIOD ENDED DECEMBER 31, 2014**

SUMMARY

The Financial Report for the period ended December 31, 2014 provides an overview of the City's revenues from the beginning of the 2014/2015 fiscal year to December 31, 2014, expenditures for the same period to December 31, 2014 and the fund balances as of December 31, 2014.

The City-wide total revenue of **$57.56 million** as of end of December 2014 represents **24%** of the City-wide revenues budget. The City-wide expenditures as of the end of December 2014 amounted to **$75.85 million,** which was **32%** of the City-wide expenditures budget. The difference of **$18.29 million** between the City-wide revenue collections and actual expenditures for the period to December 2014 represented mainly the use of accumulated fund balances.

General Fund revenues as of December 2014 amounted to **$22.29 million** representing **39%** of the General Fund revenues budget. The total of the General Fund expenditures was **$26.62 million,** which was **44%** of the General Fund expenditures budget. The difference of **$4.33 million** between the General Fund total revenues and expenditures as of December 2014 represented a temporary deficit of revenues under expenditures. As in prior years, the City will receive about **61%** of the General Fund yearly revenue in the second half of the fiscal year from January 2015 to June 2015. The increased revenue will erase the deficit recorded during the first half of the fiscal year.

As indicated on page 4 of this report, the City issued a temporary financing obligation (TRANS) with net proceeds of **$12.00 million** to finance the General Fund expenditures during the first half of the fiscal year.

Snapshot Analysis

Year-to-Date Amounts

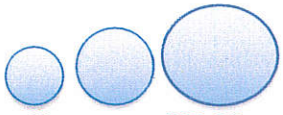
City-Wide

Revenues	$ 57.56m
Expenditures	$ 75.85m
Difference	**$ 18.29m**

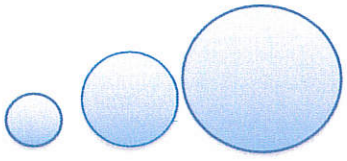
General Fund

Revenues	$ 22.29m
Expenditures	$ 26.62m
Deficit	**$ 4.33m**
Proceeds of TRANS	**$ 12.00m**

General Fund



Revenues - $22.29m

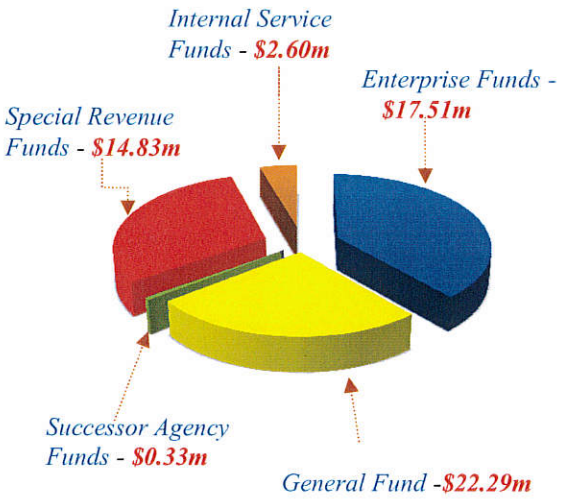


Expenditures - $26.62m

REVENUE COLLECTIONS

The General Fund total revenues from the beginning of the fiscal year to December 31, 2014 amounted to **$22,294,915**. The revenues recorded in this Fund include Property Tax, Sales Tax, Franchise Fees, Utility Users Tax, Licenses and Permit Fees, Motor Vehicle License Fee, Fines and Forfeitures, and Charges for Current Services.

Revenues Chart



The Special Revenue Funds received **$14,828,910** while the Successor Agency Funds had total revenues of **$333,907** as of the end of December 2014.

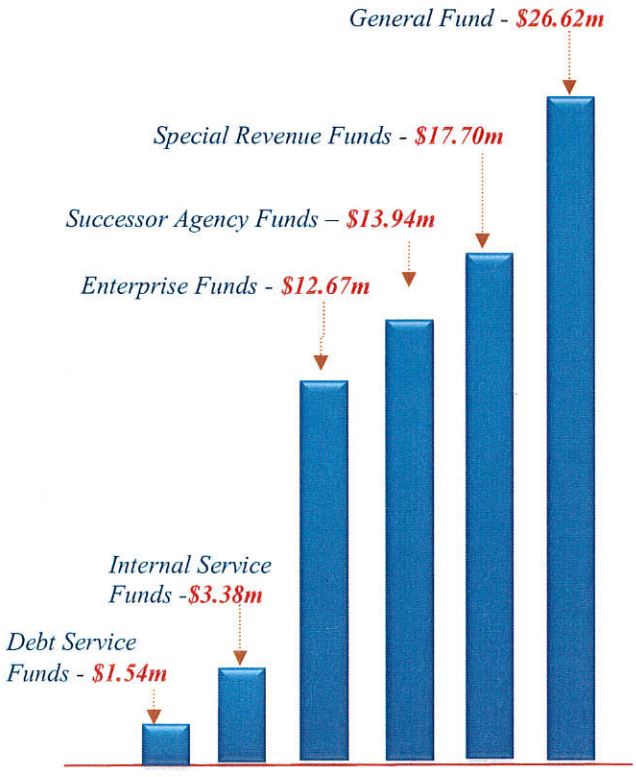
The Debt Service Funds, consisting of the General City's 2008 Lease Revenues Bonds Fund and the 1987 Revenues Bonds Fund did not receive revenues as of December 2014.

The Enterprise Funds had total revenues of **$17,508,786** as of end of December 2014. The Enterprise Funds comprise the Water Fund, Sewer Fund, Rubbish Fund, Recreation Programs Fund, Golf Course Fund and the Enterprise Funds' Bonds.

The Internal Service Funds comprise the Equipment Rental Fund, Central Duplicating Fund, Worker's Compensation Fund, and the General Liability Insurance Fund. These funds account for goods and services provided to other departments. The total revenue for these funds as of end of December 2014 was **$2,595,727**.

The General Fund actual revenue collection of **39%** was less than the prorated amount of **50%**. Consistent with the prior year amount, the revenue percentage will significantly increase during the second half of the fiscal year when the City receives bulk of the General Fund revenues.

Expenditures Chart



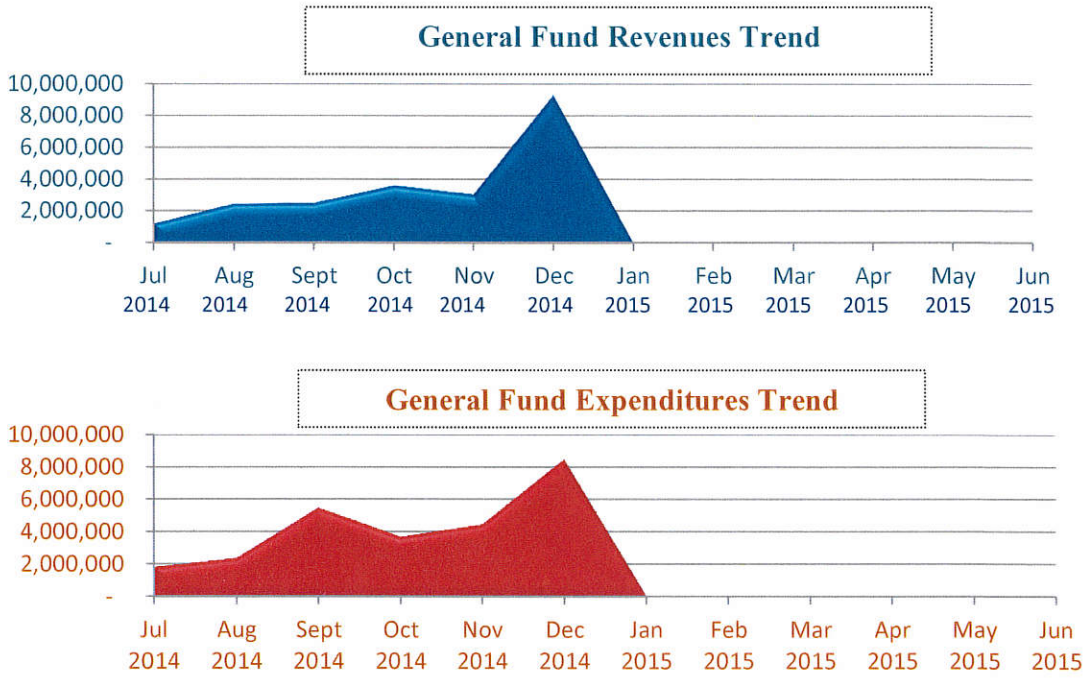
EXPENDITURES

The Expenditure Summary in **Appendix D** shows General Fund expenditures of **$26.62 million** as of the end of December 2014, Special Revenue Funds expenditure of **$17.70 million**, Successor Agency Funds expenditure of **$13.94 million**, Debt Service Funds expenditure of **$1.54 million**, Enterprise Funds expenditure of **$12.67 million**, and Internal Service Funds expenditure of **$3.38 million**. The "**Costs by Department**" reports (**Appendix E and Appendix F**) provide summary of departmental expenditures for the period ended December 2014 and percentages of the total expenditures compared to the budgeted amounts.

As shown in **Appendices E and F,** the total of each department's expenditure was within the **50%** prorated amount as of the end of December 2014. The percentages spent by the departments regarding expense line-items were mainly within the **50%** prorated amount. However, the high expenditure amount in Non-Departmental mainly relates to Council warrant produced to pay the Los Angeles County regarding Successor Agency liability as per demand letter from California State Department of Finance and Council Resolution No. 24,036. The Fire Department has spent **119%** (**$1,068,976**) of its fiscal year overtime budget of **$900,000**. Career-Link Department spent **80%** (**$3,184**) of its overtime budget of **$4,000**.

REVENUES AND EXPENDITURES TREND – GENERAL FUND

Analysis of the trend of General Fund revenues and expenditures shows that General Fund total revenue collections as of December 31, 2014 was less than the operating expenditures by **$4.33 million**. The graphs of the monthly revenue collections and actual expenditures are shown below.



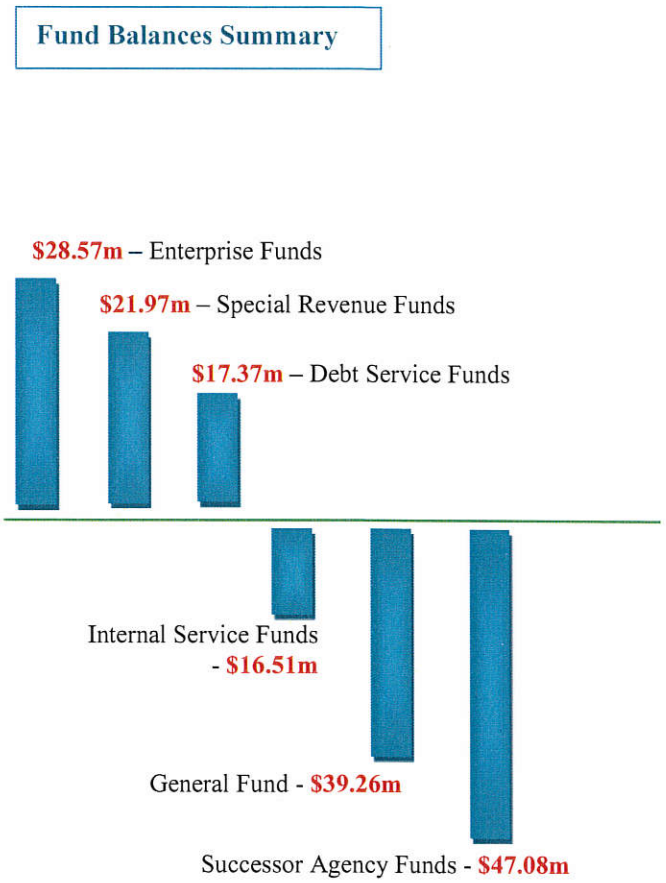
ISSUANCE OF TRANS TO CLOSE THE CASH FLOW GAP

The City issued a **$12.21 million Tax and Revenue Anticipation Notes (TRANS)** with net proceeds of **$12.00 million** to provide cash for financing General Fund operations for the first half of the fiscal year. As in prior years, the City collected lesser amounts of revenues in the first half of the fiscal year but will collect more revenues in the second half of the year. The City utilized proceeds of the TRANS to remain current in paying its monthly bills during the first half of the fiscal year. The TRANS will be repaid (principal and interest) in **June 2015** utilizing the General Fund secured revenues accumulated in a lock-box from July 2014 to May 2015.

FUND BALANCES

The Fund Balances Summary Report in **Appendix G** provides the fund balances of each of the major funds as of December 31, 2014. Following completion of the audit of the 2012 financial statements, the fund balance of the Successor Agency was converted to reflect the business-type accounting method incorporating the bond liabilities and assets hitherto treated under the fund accounting method. This treatment is in line with requirements of **AB X1 26**. The General Fund balance was adjusted based on recommendations of the Independent Auditors to write back excess contributions made by the General Fund Departments to the Internal Service Funds.

Based on the above, the General Fund had accumulated deficit fund balance of **$39.26 million** as of December 31, 2014. The Special Revenue Funds had a cumulative fund balance of **$21.97 million**. The total ending fund balance of Successor Agency Funds was negative **$47.08 million**, the Debt Service Funds balance was **$17.37 million**, the Enterprise Funds balance was **$28.57 million**, and the Internal Service Funds had a combined deficit fund balance of **$16.51 million**.



The fund balances shown above represent cumulative amounts reflecting the audited balances as of June 30, 2012 plus or less fiscal year surpluses / deficits from fiscal year 2012/2013 to date. Therefore, the General Fund deficit balance of **$39.26 million** as of December 2014 included the audited cumulative deficit of **$37.91 million** as of June 30, 2012 less the temporary net deficit of **$1.35 million** recorded from fiscal year 2012/2013 to December 31, 2014.

Inter-fund Repayment Plan:
On December 20, 2011, the City Council approved Resolution No. **23,447** delineating a 20-year repayment schedule to enable the General Fund erase the prior years' accumulated deficit and to repay the amounts owed to other Funds. On July 17, 2014, the City Council approved (with Resolution No. **23,970**) a revised plan which reduced the repayment period from 20 years to 15 years in line with recommendations of the City's Independent Auditors. The repayment plan entailed that there will be surplus in General Fund (actual revenues will be higher than expenditures) during each of the next 15 fiscal years thereby reducing the accumulated deficit and providing cash for the General Fund to repay the amounts owed to other Funds. For the 2014-2015 fiscal year, the repayment amount in accordance with the approved plan is **$1.3 million.**

Repayment of Park Properties - $5,328,000:
As contained in Council Resolution No. **23,970**, the amount owed to other funds included the amount of **$5,328,000** for Park properties purchased by the City from the City's former Community Redevelopment Agency (**CRA**) for which the City did not have enough funds to make the payment. Sequel to the dissolution of CRA and establishment of Successor Housing Agency, the City notified the State Department of Finance (DOF) about the repayment plan detailed in Council Resolution No. **23,970**. Subsequently, the DOF accepted the City's request to pay the $5,328,000 within 5 years.

General Liability Insurance Fund:
In 2011, the City Council approved with Resolution No. **23,323** (dated **5/24/2011)** that the City's former Community Redevelopment Agency (CRA) should repay the amount of **$7.7 million** owed to the General Liability Insurance Fund. The amount represents CRA's share of general liability claims paid on behalf of the Agency by the General Liability Insurance Fund. The Agency did not pay its share of the liability claims since 1987. The City Council had earlier directed in 1991 (with Resolution No. **16,651** of **7/23/1991)** that the Agency should pay the accumulated liability claims when the Agency has enough funds. Pursuant to the 2011 Council Resolution No. **23,323**, the Agency repaid a total amount of **$3.1 million** prior to the dissolution of CRA. This amount of **$3.1million** for General Liability claims and **$2.4 million** for other expense reimbursements made by the Agency to the City were reviewed by the State Controller's Office and the State Department of Finance (DOF). The DOF indicated that the repayments were made to the City within one year prior to Assembly Bill **AB X1 26**. The law that disbanded CRA (**AB X1 26**) came into effect in January 2012 after the payments were made by CRA. Further, the general liability claims occurred over the past several years starting from 1987, before **AB X1 26** came into effect. However, the State Controller's Office notified the City that the amount of **$4.1 million** should be refunded to the Agency.

Department of Finance (DOF) Review of amount Due from Successor Agency to Successor Housing Agency - $5,589,180:
The DOF also reviewed the amount of **$5,589,180** due from the City of Compton Successor Agency (formerly Community Redevelopment Agency) to the City of Compton Successor Housing Agency (formerly Low / Moderate Income Housing Fund). The City of Compton Successor Agency will repay the **$5,589,180** owed to the City of Compton Successor Housing Agency by incorporating the amount in its Recognized Obligation Payment Schedule (ROPS). In its correspondence, the DOF validated and accepted the total amount of **$5,045,007** out of the **$5,589,180** owed. The DOF indicated that the remaining balance of **$544,173** should be repaid by the City.

Status of Clearance of HUD Audit Issues - $2.85 million:
The Successor Agency was also in the process of resolving the amount of **$2.85 million** with HUD. The amount mainly relates to HOME projects and expenditures from 1997 to 2010 for which HUD required supporting documentation.

Internal Revenue Service Completed its Audit:
The Internal Revenue Service (IRS) completed its audit of the payments made by the City to its various vendors, contractors, and temporary service providers as well as salary payments made to the City's employees and Council members. The review covered tax years 2011 and 2012 and lasted for about 18 months. The IRS final report indicated that the City only had to remit the total amount of **$45,148** to IRS. The amount represented Medicare withholding tax for City employees and Council members. The withholding tax was paid on **8/25/2014** as stipulated by IRS to ensure that the audit was officially closed. The Medicare withholding tax expenditure is budgeted as a line item in the City's approved budget.

APPENDICES

The following detailed schedules are included in this Financial Report as appendices:

1) **Revenues Summary (Appendix A) –** showing total budgeted revenues for the fiscal year 2014-2015, the actual revenues collected for the month of December 2014, the cumulative collections for the period ended December 31, 2014, and percentages of the actual collections compared to the budgeted amounts. These amounts are summarized based on the six major fund classifications.

2) **General Fund Revenues (Appendix B)** - this schedule provides detailed classification of revenue collections posted to the General Fund.

3) **Enterprise Funds Revenues (Appendix C) –** the schedule provides details of revenue receipts for Water, Rubbish, Sewer, Recreation Programs and Golf Course Funds.

4) **Expenditures Summary (Appendix D) –** this shows the budgeted expenditures for the 2014-2015 fiscal year, the actual expenditures for the month of December 2014, the cumulative expenditures for the period ended December 31, 2014, and the percentages of the cumulative expenditures compared to the budgeted amounts.

5) **Costs By Department (Appendix E and Appendix F) –** show total expenditures by Department as of the end of December 2014, for General Fund (**Appendix E**) and for the entire City (**Appendix F**).

6) **Summary of Fund Balances – Major Funds (Appendix G)** – the focus of this schedule is to show the fund balances (unaudited) of the major funds of the City as of the end of December 2014.

7) **Budget Comparison (Appendix H) –** shows the summary of revenues compared to total budget based on the major budget categories.

8) **Grants Appropriation Balances (Appendix I) –** indicates the Grant fund appropriations not yet spent as of December 2014.

RECOMMENDATION

It is recommended that the Honorable Mayor and City Council receive and file the Financial Report for the fiscal year ended December 31, 2014.

Thank you.

JOHNNY FORD,
CITY MANAGER

STEPHEN AJOBIEWE,
CITY CONTROLLER

Appendix A

Revenues Summary

Account Number	Fund Name	Original Budget FY 2014-2015	Adjusted Budget FY 2014-2015	Actual December 2014	Actual Year-To-Date 12/31/2014	Percentage Collection
General Fund						
1001	General Fund	$ 48,558,341	$ 56,873,486	$ 9,318,084	$ 22,294,915	39%
1003	Hazardous Materials Fund	180,000	180,000	-	-	0%
	Subtotal	48,738,341	57,053,486	9,318,084	22,294,915	39%
Special Revenue Funds						
2100	Retirement Fund	19,438,665	19,439,780	5,501,823	6,035,993	31%
2502	Street Lighting City Wide	4,207,331	4,207,331	1,678,927	1,848,834	44%
2820	Local Housing Authority	10,129,603	10,129,603	814,337	3,977,338	39%
	All others	20,068,169	23,446,593	503,032	2,966,745	13%
	Subtotal	53,843,768	57,223,307	8,498,119	14,828,910	26%
Successor Agency Funds						
1201	Successor Agency - Admin Fund	15,327,308	16,147,564	37,924	325,701	2%
1205	Successor Agency - Low Cost Housing	-	-	-	8,206	N/A
3002	Successor Agency - Tax Alloc. Bond	5,800,000	5,800,000	-	-	0%
3070	Successor Agency -2010A Bond	18,012,197	19,712,197	-	-	0%
3080	Successor Agency - 2010B Bond	9,341,963	9,354,834	-	-	0%
3090	Successor Agency - 2010C Bond	5,801,805	5,801,805	-	-	0%
	Subtotal	54,283,273	56,816,400	37,924	333,907	1%
Debt Service Funds						
3030	Revenue Bonds 2008	3,520,085	4,329,299	-	-	0%
9203	Revenue Bonds 1987	84,950	84,950	-	-	0%
	Subtotal	3,605,035	4,414,249	-	-	0%
Enterprise Funds						
5000	Water Fund	16,140,593	16,722,431	1,185,071	7,220,689	43%
5001	Richland Farms	-	-	-	616	N/A
5003	Water Bond Fund 2009	15,045,000	15,045,000	302,062	1,814,719	12%
5100	Rubbish Fund	11,313,770	11,313,770	800,560	6,983,698	62%
5116	Sewer Fund	934,170	934,170	366,874	394,922	42%
5117	Sewer Bond Series 2009	10,808,786	10,808,786	145,385	1,066,562	10%
5200	Golf Course	78,500	78,500	4,089	26,964	34%
5300	Recreation Programs	24,000	24,000	-	616	3%
	Subtotal	54,344,819	54,926,657	2,804,041	17,508,786	32%
Internal Service Funds						
6000	Equipment Rental	1,649,110	1,687,110	253,994	1,372,639	81%
6200	Central Duplicating	278,000	278,000	107,199	170,801	61%
6300	Worker's Compensation	2,445,982	2,445,982	258,765	1,052,287	43%
6400	Liablility Insurance Fund	2,283,557	2,283,557	-	-	0%
	Subtotal	6,656,649	6,694,649	619,958	2,595,727	39%
	Grand Total	**$ 221,471,885**	**$ 237,128,748**	**$ 21,278,126**	**$ 57,562,245**	24%

Appendix B

General Fund Revenues

Code	General Fund	Original Budget FY 2014-2015	Adjusted Budget FY 2014-2015	Actual December 2014	Actual Year-To-Date 12/31/2014	Percentage Collection
	Property Taxes					
3010	Property Taxes Current	$ 3,278,239	$ 3,278,239	$ 1,285,575	$ 1,293,804	39%
3020	Property Taxes Unsecured	9,731	9,731	-	-	0%
3030	Prior Year-Secured	575,000	7,752,260	6,277,260	6,277,260	81%
3040	Prior Year-Unsecured	26	26	-	-	0%
3060	Aircraft	21,963	21,963	-	-	0%
	Subtotal	3,884,959	11,062,219	7,562,835	7,571,064	68%
	Sales and Use Taxes					
3110	Sales and Use Taxes	7,550,000	7,550,000	-	1,586,799	21%
3111	Sales and Use Taxes -PSAF	259,161	259,161	33,552	103,532	40%
	Subtotal	7,809,161	7,809,161	33,552	1,690,331	22%
	Franchise and Utility Users Taxes					
3121	Gas Franchise	303,432	303,432	-	-	0%
3122	Electric Franchise	299,320	299,320	-	-	0%
3124	Other Water Franchise	7,210	7,210	-	-	0%
3125	Rubbish Franchise	1,055,488	1,055,488	-	357,629	34%
3126	Other Franchise	185,285	185,285	-	87,716	47%
3127	Towing Franchise	12,165	12,165	-	3,791	31%
3140	Transient Occupancy	137,915	137,915	8,664	38,122	28%
3150	Property Transfer Fee	168,912	168,912	13,611	58,843	35%
3160	Telephone Users	1,595,604	1,595,604	150,762	781,479	49%
3161	Gas Users	1,578,539	1,578,539	55,154	534,152	34%
3162	Electric Users	4,948,116	4,948,116	57,579	2,324,105	47%
3163	City Water Users	1,439,964	1,439,964	111,577	758,786	53%
3164	Other Water Users	539,501	539,501	39,574	284,832	53%
3165	Cellular Phone Users	2,577,772	2,577,772	115,961	987,676	38%
	Subtotal	14,849,223	14,849,223	552,882	6,217,131	42%
	License and Permits					
3201	Film Permits	-	-	-	2,000	N/A
3210	Building Permits	501,213	501,213	30,606	332,460	66%
3220	Plumbing Permits	69,270	69,270	771	14,480	21%
3230	Electrical Permits	75,855	75,855	827	20,547	27%
3240	Other Contruction Permits	110,444	110,444	94,543	138,694	126%
3242	Economic Enterprise Zone	55,294	55,294	180	15,795	29%
3243	Tobacco Permit	56,769	56,769	4,500	26,525	47%
3245	Business License	1,413,029	1,413,029	127,139	831,085	59%
3246	Business License Rental	82,276	82,276	5,432	45,593	55%
3248	Revenue License Fee-Casino	1,900,000	1,900,000	175,385	959,308	50%
3250	Certificate of Occupancy	47,193	47,193	11,205	28,919	61%
3264	Burglar Alarm Permit	9,017	9,017	1,735	16,230	180%
3265	Fire Permit Fee	150,851	150,851	18,679	104,161	69%
3266	Tank Removal Over/Haul	36,478	36,478	495	12,800	35%
3267	Blue Line Farmers Market	900	900	-	-	0%
3268	Expedited Planning Service	-	-	-	2,993	N/A
3275	Conditional Use Variance	20,477	20,477	-	20,275	99%
3280	Miscellaneous Licenses	77,548	77,548	9,965	61,792	80%
	Subtotal	$ 4,606,614	$ 4,606,614	$ 481,462	$ 2,633,657	57%

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	General Fund	Original Budget FY 2014-2015	Adjusted Budget FY 2014-2015	Actual December 2014	Actual Year-To-Date 12/31/2014	Percentage Collection
	Fines, Forfeitures and Permits					
3315	Parking Citations	$ 1,136,793	$ 1,136,793	$ 61,894	$ 475,211	42%
3320	Other Court Fees	259,052	259,052	1,265	99,883	39%
3321	Vehicle Impound	31,896	31,896	100	13,100	41%
3332	False Alarm Program	20	20	-	-	0%
3340	Forfeitures and Penalties	45	45	-	-	0%
3350	Census Grant Revenue	-	-	-	-	N/A
	Subtotal	1,427,806	1,427,806	63,259	588,194	41%
	Use of Money and Property					
3410	Interest Income	15,236	15,236	-	5,700	37%
3420	Rents & Concessions	89,400	89,400	5,520	44,444	50%
3421	Rents and Concessions Comm	1,226	1,226	-	-	0%
3425	Rents & Concessions-Bullis Rd	75,444	75,444	4,415	29,226	39%
3428	Rents & Concessions-Bullis Rd	-	-	-	-	N/A
	Subtotal	181,306	181,306	9,935	79,370	44%
	Revenues from Other Agencies					
3511	Motor Vehicle License	8,212,071	8,212,071	-	40,886	0%
3521	State Homeowners Prior Year	20,933	20,933	3,244	3,244	15%
3569	Other State Grant	-	-	-	90	N/A
3570	Court Subpeona Reimbursements	2,960	2,960	233	575	19%
	Subtotal	8,235,964	8,235,964	3,477	44,795	1%
	Charges From Current Services					
3602	Current Services Provided-Water	4,300,000	4,300,000	358,333	2,150,000	50%
3603	Current Services Provided-CRA	75,000	75,000	-	1,008	1%
3610	Environmental Review	20,824	20,824	5,400	27,625	133%
3612	Subdivision Fees	1,075	1,075	-	1,750	163%
3615	Sale of Maps and Publications	225	225	-	100	44%
3616	Banner Processing Fees	2,525	2,525	-	1,350	53%
3617	Other Filing & Certificates	1,200	1,200	2,100	2,100	175%
3618	City Provided Medical	1,125,863	1,125,863	128,752	568,129	50%
3621	Record Sealing Fees	41	41	-	-	N/A
3622	Special Police Department	-	-	-	-	N/A
3623	Special Fire Department	4,315	4,315	165	1,445	33%
3630	EMS Subscriptions	50	50	-	-	N/A
3633	Quimby Act Fees	-	-	-	-	N/A
3640	Plan Checking Fees	539,874	539,874	61,224	207,104	38%
3641	Administration Fee-Payroll	192	192	47	475	247%
3643	Admin Fees - Code Enforcement	-	-	335	2,818	
3662	Nuisance Abatement	-	-	-	-	N/A
3665	Weed & Lot Abatement	135	135	-	-	0%
3666	Substandard Abatement	365,448	365,448	12,897	86,405	24%
3670	Refuse Collection Charges	6,265	6,265	-	-	0%
3684	Advertisement Charges	281,616	281,616	16,000	96,000	34%
3700	Swim & Slide Pool Collections	9,415	9,415	-	10,326	110%
3712	Cleaning Deposit	-	-	-	-	N/A
3721	P&R Room Rentals	6,565	6,565	209	18,959	289%
3842	Other Penalties-Returned Check	200	200	-	60	30%
3848	Miscellaneous - Water	-	-	-	-	N/A
3870	Collection Fees	-	-	-	-	N/A
3881	Reproduction Charge	11,814	11,814	854	6,063	51%
3884	Administration Fee	-	-	-	-	N/A
3890	Misc Charges for Current Services	26,280	26,280	2,614	16,310	62%
	Subtotal	$ 6,778,922	$ 6,778,922	$ 588,930	$ 3,198,027	47%

	General Fund	Original Budget FY 2014-2015	Adjusted Budget FY 2014-2015	Actual December 2014	Actual Year-To-Date 12/31/2014	Percentage Collection
	Others					
3910	Sale of Real or Personal Prop	$ -	$ -	$ -	$ -	N/A
3920	Contribution From Other Funds(Crossing Guard)	114,222	114,222	-	-	0%
3959	Overage / Shortage	-	-	8	24	N/A
3565	Other Federal Grant - Fire Department	-	-	-	-	N/A
3571	Legal Recovery	534,514	534,514	17,291	102,241	19%
3980	Miscellaneous Revenue	135,000	635,000	4,453	170,081	27%
3982	Public Works Misc Revenue	650	650	-	-	0%
3989	Continued Appropriation - Prior Year Open P.Os	-	637,885	-	-	N/A
	Subtotal	784,386	1,922,271	21,752	272,346	14%
	TOTAL GENERAL FUND	**$ 48,558,341**	**$ 56,873,486**	**$ 9,318,084**	**$ 22,294,915**	39%

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Appendix C

Enterprise Funds Revenues

Enterprise Fund	Original Budget FY 2014-2015	Adjusted Budget FY 2014-2015	Actual December 2014	Actual Year-To-Date 12/31/2014	Percentage Collection
Water					
3801 Residential Revenue	$ 11,560,000	$ 11,560,000	$ 863,956	$ 5,037,912	44%
3802 Commercial Revenue	2,000,000	2,000,000	152,654	1,047,582	52%
3803 Industrial Revenue	645,494	645,494	50,734	350,451	54%
3805 City Dept to be Billed	350,000	350,000	6,620	45,392	13%
3806 Other Government Agencies	695,400	695,400	80,992	557,886	80%
3807 Private Fire Protection	65,836	65,836	6,342	38,819	59%
3821 Residential Connections	-	-	-	-	N/A
3822 Commercial Connections	-	-	-	-	N/A
3828 Other Emergency Connections	-	-	-	-	N/A
3833 Contrib for Install of Service	-	-	-	6,515	N/A
3841 Turn on Charges	114,933	114,933	15,120	85,583	74%
3842 Other Penalties-Returned Check	35	35	-	-	0%
3843 Resetting Meters	15,146	15,146	150	7,790	51%
3848 Miscellaneous Water Revenue	3,000	3,000	2,680	3,455	115%
3870 Collection Fess	-	-	-	-	N/A
3890 Misc. Charges For Current Services	38,907	38,907	5,823	32,625	84%
3892 Scrap Metal Sale	-	-	-	200	N/A
3980 Miscellaneous Revenue	10,000	10,000	-	6,479	65%
3989 Continued Appropriation - Prior Year P.Os	-	581,838	-	-	
3990 Surplus of Prior Year	641,842	641,842	-	-	0%
Subtotal	16,140,593	16,722,431	1,185,071	7,220,689	43%
Richland Farms					
3130 Richland Farm Spec Assessment	-	-	-	616	N/A
Subtotal	-	-	-	616	N/A
Water Bond Fund 2009					
3410 Interset Income	50	50	-	-	0%
3808 Water Capital Project Revenue	4,000,000	4,000,000	302,062	1,814,719	45%
3970 Revenue From Prior Years	11,044,950	11,044,950	-	-	0%
3989 Continued Appropriation - Prior Year's P.Os	-	-	-	-	N/A
Subtotal	15,045,000	15,045,000	302,062	1,814,719	12%
Rubbish Fund					
3410 Interest Income	1	1	-	-	0%
3670 Refuse Collection Charges	10,554,880	10,554,880	773,080	6,676,415	63%
3722 Residential Bin Service	52,733	52,733	10,947	35,485	67%
3841 Turn On Charges	-	-	-	35	N/A
3884 Administration Fees	318,540	318,540	-	89,944	28%
3941 Principal & Interest - Hub City Contribution	163,495	163,495	-	44,133	27%
3942 Other Revenue	-	-	-	-	N/A
3980 Miscellaneous Rev	224,121	224,121	16,533	137,686	61%
3989 Continued Appropriation - Prio Year's P.Os	-	-	-	-	N/A
Subtotal	$ 11,313,770	$ 11,313,770	$ 800,560	$ 6,983,698	62%

Enterprise Fund	Original Budget FY 2014-2015	Adjusted Budget FY 2014-2015	Actual December 2014	Actual Year-To-Date 12/31/2014	Percentage Collection
Sewer					
3410 Interest Income	$ 870	$ 870	$ -	$ 458	53%
3761 Assessments	933,300	933,300	366,874	394,464	42%
3989 Continued Appropriation - Prior Year P.Os	-	-	-	-	N/A
Subtotal	934,170	934,170	366,874	394,922	42%
Sewer Bond Series 2009					
3410 Interest Income	120	120	-	-	0%
3809 Sewer Capital	1,875,018	1,875,018	145,385	1,066,562	57%
3970 Revenue From Prior Year	8,933,648	8,933,648	-	-	0%
3989 Continued Appropriation - Prior Year P.Os	-	-	-	-	N/A
Subtotal	10,808,786	10,808,786	145,385	1,066,562	10%
Golf Course					
3710 Golf Fees	78,500	78,500	4,089	26,964	34%
Subtotal	78,500	78,500	4,089	26,964	34%
Recreation Programs					
3740 Recreation Program Charges	24,000	24,000	-	616	3%
3989 Continued Appropriation - Prior Year P.Os	-	-	-	-	N/A
Subtotal	24,000	24,000	-	616	3%
Grand Total	**$ 54,344,819**	**$ 54,926,657**	**$ 2,804,041**	**$ 17,508,786**	32%

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Appendix D

Expenditures Summary

Account Number	Fund Name	Original Budget FY 2014-2015	Adjusted Budget FY 2014-2015	Actual December 2014	Actual Year-To-Date 12/31/2014	Percentage Spent
General Fund						
1001	General Fund	$ 53,035,986	$ 60,201,672	$ 8,508,240	$ 26,369,972	44%
1003	Hazardous Materials Fund	180,000	180,000	2,002	37,702	21%
3015	General Fund TRANS	-	-	-	210,000	N/A
	Subtotal	53,215,986	60,381,672	8,510,242	26,617,674	44%
Special Revenue Funds						
2100	Retirement Fund	16,725,167	16,846,144	816,209	6,385,368	38%
2502	Street Lighting City Wide	4,207,331	4,228,002	228,549	2,009,724	48%
2820	Local Housing Authority	10,129,603	10,129,603	754,163	4,795,301	47%
	All others	22,137,698	25,065,079	1,103,686	4,514,009	18%
	Subtotal	53,199,799	56,268,828	2,902,607	17,704,402	31%
Successor Agency Funds						
1201	Successor Agency - Admin Fund	15,327,308	16,147,564	20,875	90,334	1%
1205	Successor Agency - Low Cost Housing	-	-	-	-	N/A
3002	Successor Agency - Tax Alloc. Bond	5,800,000	5,800,000	-	5,800,000	100%
3070	Successor Agency -2010A Bond	18,012,197	19,712,197	21,847	1,936,680	10%
3080	Successor Agency - 2010B Bond	9,341,963	9,354,834	5,047	2,712,121	29%
3090	Successor Agency - 2010C Bond	5,801,805	5,801,805	875,167	3,397,808	59%
	Subtotal	54,283,273	56,816,400	922,936	13,936,943	25%
Debt Service Funds						
3030	Revenue Bonds 2008	3,520,086	4,329,300	10,676	1,503,813	35%
9203	Revenue Bonds 1987	84,950	84,950	3,050	33,550	39%
	Subtotal	3,605,036	4,414,250	13,726	1,537,363	35%
Enterprise Funds						
5000	Water Fund	16,140,593	16,722,431	953,437	5,726,624	34%
5001	Richland Farms	-	-	-	-	N/A
5003	Water Bond Fund 2009	15,045,000	15,045,000	-	2,080,031	14%
5100	Rubbish Fund	11,313,770	11,313,770	15,173	3,669,834	32%
5116	Sewer Fund	934,170	934,170	24,052	214,792	23%
5117	Sewer Bond Series 2009	10,808,786	10,808,786	4,297	958,314	9%
5200	Golf Course	78,500	78,500	3,500	17,500	22%
5300	Recreation Programs	24,000	24,000	-	-	0%
	Subtotal	54,344,819	54,926,657	1,000,459	12,667,095	23%
Internal Service Funds						
6000	Equipment Rental	1,649,110	1,558,988	29,552	338,840	22%
6200	Central Duplicating	278,000	278,000	7,094	50,136	18%
6300	Worker's Compensation	2,445,982	2,445,982	494,441	1,576,646	64%
6400	Liablility Insurance Fund	2,283,557	2,283,557	240,818	1,418,635	62%
	Subtotal	6,656,649	6,566,527	771,905	3,384,257	52%
	Grand Total	**$ 225,305,562**	**$ 239,374,334**	**$ 14,121,875**	**$ 75,847,734**	**32%**

Appendix E

Costs by Department - General Fund Only As of December 31, 2014					
Department Name	Dept No	Original Budget FY 2014-2015	Adjusted Budget FY 2014-2015	Actual Year-To-Date 12/31/2014	Percentage Spent
City Council/ Mayor	40	$ 894,564	$ 1,044,563	$ 379,090	36%
City Attorney	42	1,822,351	1,860,251	556,048	30%
City Treasurer	44	507,019	507,020	233,622	46%
City Clerk	47	948,293	756,617	229,113	30%
Elections	48	242,500	242,500	1,803	1%
City Manager	51	2,792,004	7,705,650	5,976,803	78%***
Personnel Dept	56	858,039	903,039	282,889	31%
General Services	60	3,210,335	3,223,886	1,484,250	46%
Non-Departmental	61	3,760,697	4,982,741	489,785	10%
City Controller	65	1,697,516	1,909,768	826,720	43%
Los Angeles County Sheriff	68	19,000,000	19,000,000	7,966,400	42%
Fire	69	10,593,023	10,698,023	5,520,777	52%
Building & Safety Dept	77	3,413,544	3,413,544	889,868	26%
Planning & Economic Dev.	78	661,755	1,201,825	269,700	22%
Careerlink	81	296,797	296,797	135,105	46%
Parks & Recreation	84	2,337,549	2,455,448	1,127,999	46%
Total		$ 53,035,986	$ 60,201,672	$ 26,369,972	44%

*** The high expenditure amount mainly relates to Council Warrant produced to pay the Los Angeles County regarding Successor Agency liability as per demand letter from California State Department of Finance and Council Resolution No. 24,036.

#8.

Appendix F

Costs by Department - All Funds As of December 31, 2014					
Department Name	Dept No	Original Budget FY 2014-2015	Adjusted Budget FY 2014-2015	Actual Year-To-Date 12/31/2014	Percentage Spent
City Council/ Mayor	40	$ 1,290,671	$ 1,440,670	$ 515,578	36%
City Attorney	42	7,174,219	7,224,919	3,745,240	52%
City Treasurer	44	769,867	769,867	333,700	43%
City Clerk	47	1,191,203	1,242,026	373,800	30%
Elections	48	242,500	242,500	1,803	1%
City Manager	51	6,154,513	11,677,166	7,172,240	61%***
Personnel Dept	56	1,443,839	1,488,839	347,836	23%
General Services	60	5,906,818	5,920,369	2,175,384	37%
Non-Departmental	61	12,153,465	12,645,493	3,588,460	28%
City Controller	65	2,438,352	2,650,603	1,072,225	40%
Los Angeles County Sheriff	68	19,000,000	19,040,597	7,966,400	42%
Fire	69	17,146,437	18,060,652	8,022,058	44%
Public Works- Engineering	71	19,485,676	22,054,330	2,718,271	12%
Public Works - Street Maintenance	72	11,188,045	10,664,003	3,903,820	37%
Building & Safety Dept	77	4,243,812	4,243,812	1,259,135	30%
Planning & Economic Dev.	78	2,781,286	3,811,356	343,703	9%
Local Housing Authority	79	10,129,603	10,129,603	4,815,460	48%
Careerlink	81	448,006	448,006	194,347	43%
Parks & Recreation	84	4,533,828	4,896,425	1,897,035	39%
Water Dept	85-90	43,285,150	43,890,258	11,464,296	26%
Successor Agency	91	54,298,272	56,832,840	13,936,943	25%
Total		$ 225,305,562	$ 239,374,334	$ 75,847,734	32%

*** The high expenditure amount mainly relates to Council Warrant produced to pay the Los Angeles County regarding Successor Agency liability as per demand letter from California State Department of Finance and Council Resolution No. 24,036.

Appendix G

Summary of Fund Balances - Major Funds Period Ended December 31, 2014		
Fund Name		Unaudited Balance 12/31/2014
General Fund		
1001	General Fund	$ (39,167,309)
1003	Hazardous Materials Fund	(95,135)
	Subtotal	(39,262,444)
Special Revenue Funds		
2100	Retirement Fund	16,175,101
2502	Street Lighting City Wide	(1,494,616)
2820	Local Housing Authority	(242,263)
	All others	7,530,372
	Subtotal	21,968,594
Successor Agency Funds		
1201	Successor Agency - Administrative Fee Fund	(19,153,982)
1205	Successor Agency - Low Cost Housing	8,894,908
3002	Successor Agency - Tax Allocation Bond	(26,252,847)
3070	Successor Agency - Bonds Series 2010A	21,263,787
3080	Successor Agency - Bonds Series 2010B	(14,101,423)
3090	Successor Agency -Bond Series 2010C	(17,729,119)
	Subtotal	(47,078,676)
Debt Service Funds		
3030	Revenue Bonds 2008	17,418,430
9203	Revenue Bonds 1987	(52,503)
	Subtotal	17,365,927
Enterprise Funds		
5000	Water - Main Fund	17,292,149
5001	Water - Richland Farms	235,282
5003	Water - 2009 Bond Fund	2,285,624
5010	Water - Self Ins. Trust	50,093
5100	Rubbish Fund	1,893,178
5116	Sewer Fund	2,682,662
5117	Sewer Bond Series 2009	4,441,402
5118	Sewer Administration Fund	(535,789)
5200	Golf Course	164,891
5300	Recreation Programs	56,935
	Subtotal	28,566,427
Internal Service Funds		
6000	Equipment Rental	1,876,295
6200	Central Duplicating	(134,969)
6300	Worker's Compensation	(7,021,928)
6400	Liablility Insurance Fund	(11,228,402)
	Subtotal	$ (16,509,004)

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Appendix H

Budget Comparison FY 2014-2015 Revenues For The Period Ended December 31, 2014				
	Original Budget FY 2014-2015	Adjusted Budget FY 2014-2015	Actual Year-To-Date Revenues	Percentage of Collection
General Fund	$ 48,738,341	$ 57,053,486	$ 22,294,915	39%
Special Revenue Funds	53,843,768	57,223,307	14,828,910	26%
Successor Agency Funds	54,283,273	56,816,400	333,907	1%
Debt Service Funds	3,605,035	4,414,249	-	0%
Enterprise Funds	54,344,819	54,926,657	17,508,786	32%
Internal Services Funds	6,656,649	6,694,649	2,595,727	39%
	$ 221,471,885	**$ 237,128,748**	**$ 57,562,245**	**24%**

Appendix I

Grants Appropriation Balances Amount of Budget Appropriations Not Yet Spent as of December 31, 2014		
Fund No.	**Description**	**Unspent Appropriation**
1061	JAG Grant	$ 81,285
1062	JAG Grant 2010	21,139
1063	JAG Grant - 2011	17,716
1064	JAG Grant - 2012	114,453
1066	JAG Grant - 2013	77,220
1067	State and Community Correction Grant	203,808
1070	JAG Grant - 2014	98,690
1518	DOT Community Improvement Project Grant	554,814
1520	MTA Transportation Improvement Grant	2,321,115
1521	Local Street and Roads Improvement Grant	498,258
1523	Rosecrans Traffic Signal Upgrade	680,105
1525	CAL Fire Grant	100,000
1674	Neighborhood Stabilization NSP 1 Grant	511,326
1900	Proposition C	3,889,478
2000	Proposition A	808,564
2604	TDA Sidewalk/Bikeways Grant	56,006
2624	EPA Water Storage Tank Project - 2009	731,201
2625	Air Quality Management / Clean Air Act	95,706
2655	CA Beverage Container Recycle Grant	20,806
2672	Used Oil Payment Program OPP1 Grant	24,066
2674	Tree Planting Grant	4,997
2677	LA County Leuders Park Grant	116,012
2799	Compton Creek Regional BikeTrail	495,000
2800	Community Development Block Grant	2,313,864
2801	Emergency Shelter Grant	45,685
2805	HOME Program Grant	436,228
2818	Section 108	38,830
	Total Unspent Grants Appropriations as of December 31, 2014	**$ 14,356,372**

#8.

ATTACHMENT

IIA

FIVE-YEAR

REVENUE FORECAST

GENERAL FUND 5-YEAR REVENUES FORECAST - FISCAL YEARS FROM 2014/2015 TO 2018/2019

Fund No	Object Code		PROPOSED BUDGET FY 2014-2015	PROPOSED BUDGET FY 2015-2016	PROPOSED BUDGET FY 2016-2017	PROPOSED BUDGET FY 2017-2018	PROPOSED BUDGET FY 2018-2019
		GENERAL FUND					
		Property Taxes					
1001	3010	Property Taxes-Secured	3,278,239	3,278,895	3,279,550	3,280,206	3,280,862
1001	3020	Property Taxes-Unsecured	9,731	9,750	9,770	9,789	9,809
1001	3030	Property Taxes-Prior Year Secured	575,000	364,000	364,728	365,457	366,188
1001	3040	Property Taxes-Prior Year Unsecured	26	26	26	26	26
1001	3060	Aircraft	21,963	22,007	22,050	22,094	22,139
1001	3090	Interest and Penalties	-	-	-	-	-
		Sub Total	**3,884,958**	**3,674,678**	**3,676,124**	**3,677,573**	**3,679,025**
		Other Taxes					
1001	3110	Sales and Use Taxes	7,550,000	7,741,015	7,896,609	8,090,076	8,170,977
1001	3111	Sales and Use Taxes-P.S.A.F..	259,162	259,939	260,199	260,329	260,460
1001	3121	Gas Franchise	303,432	304,343	304,647	304,799	304,952
1001	3122	Electric Franchise	299,320	299,919	300,518	301,120	301,722
1001	3124	Other Water Franchise	7,210	7,224	7,239	7,253	7,268
1001	3125	Rubbish Franchise	1,055,488	1,056,543	1,057,600	1,058,658	1,059,716
1001	3126	Other Franchise	185,285	185,470	185,656	185,842	186,027
1001	3127	Towing Franchise	12,165	12,177	12,189	12,202	12,214
1001	3140	Transient Occupancy Tax	137,915	138,053	138,191	138,329	138,467
1001	3150	Property Transfer Fee	168,912	169,081	169,250	169,419	169,589
1001	3160	Telephone Users	1,595,604	1,563,692	1,532,418	1,501,770	1,471,735
1001	3161	Gas Users	1,578,539	1,584,853	1,586,438	1,587,231	1,588,025
1001	3162	Electric Users	4,948,116	4,967,908	4,972,876	4,975,363	4,977,850
1001	3163	City Water Users	1,439,964	1,445,724	1,447,170	1,447,893	1,448,617
1001	3164	Other Water Users	539,501	541,120	541,661	541,932	542,203
1001	3165	Cellular Phone Users	2,577,772	2,629,328	2,681,914	2,735,551	2,790,263
		Sub Total	**22,658,385**	**22,906,389**	**23,094,575**	**23,317,767**	**23,430,083**
		License and Permits					
1001	3210	Building Permits	501,214	501,214	502,717	503,220	503,472
1001	3220	Plumbing Permits	69,270	69,962	70,662	71,369	72,082
1001	3230	Electric Permits	75,855	76,614	77,380	78,154	78,935
1001	3240	Other Construction Permits	110,444	111,548	112,663	113,790	114,928
1001	3242	Enterprise Zone Vouchers	55,294	55,847	56,405	56,970	57,539
1001	3243	Tobacco Permit	56,769	57,337	57,910	58,489	59,074
1001	3245	Business License	1,413,029	1,441,289	1,470,115	1,499,517	1,529,508
1001	3246	Business License (Rentals)	82,276	83,922	85,600	87,312	89,058
1001	3248	Business License (Casino)	1,900,000	1,900,000	1,900,000	1,900,000	1,900,000
1001	3250	Certificates of Occupancy	47,193	48,137	49,100	50,082	51,084
1001	3264	Burglar Alarm Permits	9,017	9,197	9,381	9,569	9,760

CITY OF COMPTON

GENERAL FUND 5-YEAR REVENUES FORECAST - FISCAL YEARS FROM 2014/2015 TO 2018/2019

Fund No	Object Code		PROPOSED BUDGET FY 2014-2015	PROPOSED BUDGET FY 2015-2016	PROPOSED BUDGET FY 2016-2017	PROPOSED BUDGET FY 2017-2018	PROPOSED BUDGET FY 2018-2019
1001	3265	Fire Permit Fee	150,851	153,868	156,945	160,084	163,285
1001	3266	Tank Removal (Underground)	36,478	37,208	37,952	38,711	39,485
1001	3267	Blue Line Farmers Market	900	918	936	955	974
1001	3275	Conditional Use Permits	20,477	20,886	21,304	21,730	22,165
1001	3280	Miscellaneous Permits	77,548	79,099	80,681	82,295	83,941
		Sub Total	**4,606,615**	**4,647,046**	**4,689,754**	**4,732,247**	**4,775,291**
		Fines, Forfeitures and Penalties					
1001	3315	Parking Citations	1,136,793	1,142,477	1,148,189	1,153,930	1,159,700
1001	3318	Career Link Parking Fees	-	-	-	-	-
1001	3320	Other Court Fines & Traffic Safety	259,052	260,347	261,649	262,957	264,272
1001	3321	Vehicle Impound Fined	31,896	33,491	35,166	36,924	38,770
1001	3332	False Alarm Program	20	20	20	20	20
1001	3340	Forfeitures, Penalties, Other	45	45	45	45	45
		Sub Total	**1,427,806**	**1,436,380**	**1,445,068**	**1,453,876**	**1,462,807**
		Use of Money and Property					
1001	3410	Interest Income	15,236	15,251	15,266	15,281	15,297
1001	3420	Rents and Concessions	89,400	89,400	89,400	89,400	89,400
1001	3428	Rents-Dollarhide Center	-	-	-	-	-
1001	3421	Transit Center Room Rentals	1,226	1,226	1,226	1,226	1,226
1001	3425	Bullis Road Rental	75,444	75,444	75,444	75,444	75,444
		Sub Total	**181,306**	**181,321**	**181,336**	**181,351**	**181,367**
		Revenues From Other Agencies					
1001	3350	Census Grant Revenue	-	-	-	-	-
1001	3511	Motor Vehicle License	8,212,071	8,310,616	8,318,927	8,327,246	8,335,573
1001	3521	State Homeowners	20,933	21,360	21,360	21,360	21,360
1001	3550	SB-90 State Mandate	-	-	-	-	-
1001	3565	Other Federal Grants	-				
1001	3570	Court Subpoena Reimbursements	2,960	2,963	2,966	2,969	2,972
1001	3571	Legal Recovery Fees	534,514	25,000	25,000	25,000	25,000
1001	3577	Other Agencies-MTA	-	-	-	-	-
1001	3580	Career Link Revenue	-	-	-	-	-
		Sub Total	**8,770,478**	**8,359,939**	**8,368,253**	**8,376,575**	**8,384,905**
		Charges From Current Services					
1001	3602	Current Services Provided/Water	4,300,000	4,300,000	4,300,000	4,300,000	4,300,000
1001	3603	Current Service Provided/Successor Agency	75,000	-	-	-	-
1001	3604	Current Services Provided/Retirement	-	-	-	-	-
1001	3603	Current Service Provided/LHA	-	-	-	-	-
1001	3610	Zoning Fees (Environmental Review)	20,824	21,033	21,243	21,455	21,670
1001	3612	Subdivision Fee	1,075	1,129	1,185	1,244	1,307

CITY OF COMPTON

GENERAL FUND 5-YEAR REVENUES FORECAST - FISCAL YEARS FROM 2014/2015 TO 2018/2019

Fund No	Object Code		PROPOSED BUDGET FY 2014-2015	PROPOSED BUDGET FY 2015-2016	PROPOSED BUDGET FY 2016-2017	PROPOSED BUDGET FY 2017-2018	PROPOSED BUDGET FY 2018-2019
1001	3615	Sales of Maps/Publications	225	236	248	260	273
1001	3616	Banner Processing Fees	2,525	2,651	2,784	2,923	3,069
1001	3617	Other Filing and Certification	1,200	1,260	1,323	1,389	1,459
1001	3618	City Provided Medical Services	1,125,863	1,182,156	1,241,264	1,266,089	1,291,411
1001	3619	I. D. Cards and Fingerprints	-	-	-	-	-
1001	3621	Record Sealing Fees	41	43	45	47	50
1001	3622	Special Police Department	-	-	-	-	-
1001	3623	Special Fire Department	4,315	4,531	4,757	4,995	5,245
1001	3630	EMS Subscriptions	50	53	55	58	61
1001	3633	Quimby Act Fees	-	-	-	-	-
1001	3640	Plan Checking Fees	539,874	545,273	550,726	556,233	561,795
1001	3641	Admin Fee-Payroll	192	211	233	256	282
1001	3662	Nuisance Abatement	-	-	-	-	-
1001	3665	Weed and Lot Cleaning	135	136	136	137	138
1001	3666	Substandard Abatement	365,448	369,102	372,794	376,521	380,287
1001	3670	Refuse Collection Charges	6,265	6,390	6,518	6,648	6,781
1001	3667	Abandoned Vehicles	-	-	-	-	-
1001	3681	Damage To City Property	-	-	-	-	-
1001	3684	Advertisement fees	281,616	281,616	281,616	281,616	281,616
1001	3700	Swim & Slide Pool Collections	9,415	9,491	9,567	9,643	9,720
1001	3712	Cleaning Deposits	-	-	-	-	-
1001	3721	Park and Recreation Room Rental	6,565	6,617	6,670	6,723	6,777
1001	3842	Other Penalties-Returned Check	200	200	200	200	200
1001	3848	Miscellaneous - Water	-	-	-	-	-
1001	3870	Collection Fees	-	-	-	-	-
1001	3881	Reproduction Charges	11,813	12,403	13,023	13,675	14,358
1001	3684	Other fees	-	-	-	-	-
1001	3884	Administration fees	-	-	-	-	-
1001	3890	Miscellaneous Charges for Current Svcs	26,280	26,020	26,020	26,020	26,020
		Sub Total	**6,778,921**	**6,744,531**	**6,814,387**	**6,850,116**	**6,886,499**
		Other Revenues and Financing Sources					
1001	3910	Sale of Land/Real Property	-	-	-	-	-
1001	3920	Contributions from Other Funds / Agency	114,222	114,222	114,222	114,222	114,222
1001	3959	Overage/Shortage	-	-	-	-	-
1001	3980	Miscellaneous	135,000	137,700	140,454	143,263	146,128
1001	3982	Public Works Misc Revenue	650	683	717	752	790
		Sub Total	**249,872**	**252,605**	**255,393**	**258,237**	**261,140**
		TOTAL GENERAL FUND	**48,558,341**	**48,202,889**	**48,524,889**	**48,847,741**	**49,061,117**

CITY OF COMPTON

2014-2015 REVENUES FORECAST - CITYWIDE REVENUES

Fund No	Object Code		ACTUAL REVENUES FY 2010-2011	ACTUAL REVENUES FY 2011-2012	ACTUAL REVENUES FY 2012-2013	REVISED BUDGET FY 2013-2014	PROPOSED BUDGET FY 2014-2015
		GENERAL FUND					
		Property Taxes					
1001	3010	Property Taxes-Secured	$ 2,881,583	$ 2,657,272	$ 3,278,239	$ 3,278,239	$ 3,278,239
1001	3020	Property Taxes-Unsecured	63,714	9,369	9,500	9,540	9,731
1001	3030	Property Taxes-Prior Year Secured	(495,265)	29,460	40,094	575,000	575,000
1001	3040	Property Taxes-Prior Year Unsecured	7,588	7,184	24	25	26
1001	3060	Aircraft	20,241	26,532	30,107	21,532	21,963
1001	3090	Interest and Penalties	-	-	-	-	-
		Sub Total	**2,477,861**	2,729,817	3,357,964	**3,884,336**	**3,884,958**
		Other Taxes					
1001	3110	Sales and Use Taxes	7,434,381	6,577,690	8,032,827	7,001,689	7,550,000
1001	3111	Sales and Use Taxes-P.S.A.F..	237,578	258,903	254,778	258,903	259,162
1001	3121	Gas Franchise	235,343	355,429	229,378	300,428	303,432
1001	3122	Electric Franchise	295,789	299,022	300,567	299,021	299,320
1001	3124	Other Water Franchise	5,588	-	-	5,400	7,210
1001	3125	Rubbish Franchise	597,522	597,522	904,063	905,154	1,055,488
1001	3126	Other Franchise	74,953	209,763	265,872	185,100	185,285
1001	3127	Towing Franchise	19,145	10,800	14,562	11,835	12,165
1001	3140	Transient Occupancy Tax	149,817	137,805	116,264	137,905	137,915
1001	3150	Property Transfer Fee	191,232	191,668	191,137	160,278	168,912
1001	3160	Telephone Users	1,760,770	1,489,807	1,852,277	1,594,807	1,595,604
1001	3161	Gas Users	1,696,353	1,572,750	1,522,233	1,577,750	1,578,539
1001	3162	Electric Users	4,697,140	4,878,116	5,023,899	4,868,116	4,918,116
1001	3163	City Water Users	1,025,393	1,317,034	1,464,582	1,489,964	1,439,964
1001	3164	Other Water Users	468,580	543,518	576,138	556,187	539,501
1001	3165	Cellular Phone Users	2,873,919	2,713,443	3,068,236	2,713,443	2,577,772
		Sub Total	**21,763,503**	21,153,270	23,816,813	**22,065,980**	22,658,385
		License and Permits					
1001	3210	Building Permits	426,481	448,847	435,977	500,713	501,214
1001	3220	Plumbing Permits	71,912	63,275	68,145	68,925	69,270
1001	3230	Electric Permits	77,943	75,138	91,526	75,704	75,855
1001	3240	Other Construction Permits	44,808	39,521	114,100	122,715	110,444
1001	3242	Enterprise Zone Vouchers	54,395	40,015	63,805	52,661	55,294

CITY OF COMPTON
2014-2015 REVENUES FORECAST - CITYWIDE REVENUES

Fund No	Object Code		ACTUAL REVENUES FY 2010-2011	ACTUAL REVENUES FY 2011-2012	ACTUAL REVENUES FY 2012-2013	REVISED BUDGET FY 2013-2014	PROPOSED BUDGET FY 2014-2015
1001	3243	Tobacco Permit	63,700	55,675	56,500	56,543	56,769
1001	3245	Business License	1,435,835	1,335,423	1,840,005	1,411,617	1,413,029
1001	3246	Business License (Rentals)	83,794	101,133	104,687	82,112	82,276
1001	3248	Business License (Casino)	240,000	240,000	838,383	1,642,021	1,900,000
1001	3250	Certificates of Occupancy	43,630	46,806	43,900	44,946	47,193
1001	3264	Burglar Alarm Permits	7,085	7,520	8,245	8,875	9,017
1001	3265	Fire Permit Fee	54,797	45,574	56,789	150,100	150,851
1001	3266	Tank Removal (Underground)	21,378	35,491	31,856	33,147	36,478
1001	3267	Blue Line Farmers Market	-	-	-	892	900
1001	3275	Conditional Use Permits	27,635	44,900	16,050	20,375	20,477
1001	3280	Miscellaneous Permits	91,385	85,308	77,471	77,510	77,548
		Sub Total	**2,744,777**	**2,664,626**	**3,847,439**	**4,348,856**	**4,606,615**
		Fines, Forfeitures and Penalties					
1001	3315	Parking Citations	1,516,198	1,370,006	1,286,832	1,196,624	1,136,793
1001	3318	Career Link Parking Fees	-	-	-	-	-
1001	3320	Other Court Fines & Traffic Safety	375,133	375,194	273,464	257,764	259,052
1001	3321	Vehicle Impound Fined	74,699	48,466	31,015	31,580	31,896
1001	3332	False Alarm Program	-	20	-	20	20
1001	3340	Forfeitures, Penalties, Other	3,341	45	-	45	45
		Sub Total	1,969,371	**1,793,731**	1,591,311	**1,486,033**	**1,427,806**
		Use of Money and Property					
1001	3410	Interest Income	11,829	12,788	12,850	14,510	15,236
1001	3420	Rents and Concessions	746,960	140,136	123,781	89,400	89,400
1001	3428	Rents and Concessions - Commercial	-	-	672	-	-
1001	3421	Rents and Concessions - Other	500	-	500	1,226	1,226
1001	3425	Rent - Bullis Road Building	69,099	5,758	51,920	75,444	75,444
		Sub Total	**828,389**	**158,682**	**189,723**	**180,580**	**181,306**
		Revenues From Other Agencies					
1001	3350	Census Grant Revenue	15,000	-		-	-
1001	3511	Motor Vehicle License	8,046,635	7,941,400	7,991,470	8,211,250	8,212,071
1001	3521	State Homeowners	24,979	24,919	24,210	21,360	20,933
1001	3550	SB-90 State Mandate	-	-	-	-	-
1001	3565	Other Federal Grants	-	111,000	-	-	-

CITY OF COMPTON
2014-2015 REVENUES FORECAST - CITYWIDE REVENUES

Fund No	Object Code		ACTUAL REVENUES FY 2010-2011	ACTUAL REVENUES FY 2011-2012	ACTUAL REVENUES FY 2012-2013	REVISED BUDGET FY 2013-2014	PROPOSED BUDGET FY 2014-2015
1001	3570	Court Subpoena Reimbursements	1,719	2,062	1,710	2,691	2,960
1001	3571	Legal Recovery Fees	667	1,034,223	42,976	84,514	534,514
1001	3577	Other Agencies-MTA	-	-	-	-	-
1001	3580	Career Link Revenue	-	-	-	-	-
		Sub Total	**8,089,000**	**9,113,604**	**8,060,366**	**8,319,815**	**8,770,478**
		Charges From Current Services					
1001	3602	Current Services Provided/Water	3,383,967	3,383,967	3,423,968	4,300,000	4,300,000
1001	3603	Current Service Provided/Successor Agency	1,860,739	1,800,000	494,638	78,392	75,000
1001	3604	Current Services Provided/Retirement	-	-	-	-	-
1001	3603	Current Service Provided/LHA	-	-	-	-	-
1001	3610	Zoning Fees (Environmental Review)	18,750	17,810	26,015	19,105	20,824
1001	3612	Subdivision Fee	1,250	2,000	3,700	1,075	1,075
1001	3615	Sales of Maps/Publications	125	175	175	225	225
1001	3616	Banner Processing Fees	(425)	925	(25)	2,525	2,525
1001	3617	Other Filing and Certification	13,701	-	-	-	1,200
1001	3618	City Provided Medical Services	760,379	807,214	1,278,329	1,119,148	1,125,863
1001	3619	I. D. Cards and Fingerprints	-		-	-	-
1001	3621	Record Scaling Fees	-	-	-	41	41
1001	3622	Special Police Department	-	-	23	-	-
1001	3623	Special Fire Department	7,547	4,353	6,962	4,315	4,315
1001	3630	EMS Subscriptions	50	-	-	50	50
1001	3633	Quimby Act Fees	136,008	20,996	-	221,995	-
1001	3640	Plan Checking Fees	384,757	336,689	541,214	539,335	539,874
1001	3641	Admin Fee-Payroll	2,747	743	400	192	192
1001	3662	Nuisance Abatement	-	-	-	-	-
1001	3665	Weed and Lot Cleaning	110	315	98	135	135
1001	3666	Substandard Abatement	138,947	117,604	106,141	265,448	365,448
1001	3670	Refuse Collection Charges	-	-	-	6,265	6,265
1001	3667	Abandoned Vehicles	-	-	-	-	-
1001	3681	Damage To City Property	1,337	-	-	-	-
1001	3684	Advertisement fees	266,255	281,617	286,381	281,616	281,616
1001	3700	Swim & Slide Pool Collections	22,004	16,339	6,480	8,638	9,415
1001	3712	Cleaning Deposits	1,470	-	-	-	-
1001	3721	Park and Recreation Room Rental	2,863	4,531	2,362	6,506	6,565

CITY OF COMPTON
2014-2015 REVENUES FORECAST - CITYWIDE REVENUES

Fund No	Object Code		ACTUAL REVENUES FY 2010-2011	ACTUAL REVENUES FY 2011-2012	ACTUAL REVENUES FY 2012-2013	REVISED BUDGET FY 2013-2014	PROPOSED BUDGET FY 2014-2015
1001	3842	Other Penalties-Returned Check	425	350	215	140	200
1001	3848	Miscellaneous - Water	-	-	50	-	-
1001	3870	Collection Fees	-	-	25	-	-
1001	3881	Reproduction Charges	9,520	7,351	11,011	11,802	11,813
1001	3684	Other fees	-	-	9,930	-	-
1001	3884	Administration fees	-	-	-	-	-
1001	3890	Miscellaneous Charges for Current Svcs	17,395	32,087	25,826	26,020	26,280
		Sub Total	**7,029,921**	**6,835,066**	**6,223,918**	**6,892,968**	**6,778,921**
		Other Revenues and Financing Sources					
1001	3910	Sale of Land/Real Property	4,485,000	-	556,000	-	-
1001	3920	Contributions from Other Funds / Agency	7,753,405	111,985	114,222	114,222	114,222
1001	3959	Overage/Shortage	(226)	(1,171)	(45)	(75)	-
1001	3980	Miscellaneous	765,110	239,256	1,620,152	1,320,448	135,000
1001	3982	Public Works Misc Revenue	57,798	41,429	278	-	650
1001	3990	Surplus of Prior Years	-	-	-	-	-
		Sub Total	**13,061,087**	**391,499**	**2,290,607**	**1,434,595**	**249,872**
		TOTAL GENERAL FUND	**57,963,909**	**44,840,295**	**49,378,141**	**48,613,163**	**48,558,341**
		SPECIAL REVENUE FUNDS					
		HAZARDOUS MATERIALS FUND					
1003	3672	Hazard Materials Permit Fees	113,378	133,014	137,260	150,454	180,000
		FUND TOTAL	**113,378**	**133,014**	**137,260**	**150,454**	**180,000**
		RETIREMENT FUND					
2100	3010	Property Taxes-Secured	12,526,860	17,388,294	20,542,267	18,650,920	19,023,938
2100	3020	Property Taxes-Unsecured	553,413	1,197,360	457,934	-	-
2100	3030	Property Taxes-Prior Year Secured	(329,990)	336,503	(513,598)	-	-
2100	3040	Property Taxes-Prior Year Unsecured	13,978	105,732	105	10,672	10,885
2100	3060	Aircraft	-	10,672	(48)	-	-
2100	3090	Interest and Penalties	-	-	-	-	-
2100	3410	Interest Income	187	207	105	185	201

CITY OF COMPTON
2014-2015 REVENUES FORECAST - CITYWIDE REVENUES

Fund No	Object Code		ACTUAL REVENUES FY 2010-2011	ACTUAL REVENUES FY 2011-2012	ACTUAL REVENUES FY 2012-2013	REVISED BUDGET FY 2013-2014	PROPOSED BUDGET FY 2014-2015
2100	3980	Miscellaneous Revenue	135,632	122,115	-	122,115	122,115
2100	3990	Surplus of Prior Years	-	-	-	-	-
2100	3521	State Homeowner (Property Taxes)	274,877	276,007	304,769	276,007	281,526
		FUND TOTAL	**13,174,956**	19,436,890	**20,791,534**	19,059,899	19,438,665
		PROPOSITION A FUNDS					
2000	3410	Interest Income	15	545	552	1,607	1,607
2000	3422	Passenger Fare L A County	133,023	127,671	102,488	71,443	70,972
2000	3423	Passenger Fares-City	2,991	7,030	3,130	5,155	5,155
2000	3577	Other Agencies MTA		60,897	-	-	58,296
2000	3578	1 /2 Cent Sales Taxes	1,412,228	1,457,920	1,541,676	1,662,949	1,648,120
2000	3990	Surplus of Prior Years	-	-	-	-	500,000
		FUND TOTAL	**1,548,257**	1,654,063	1,647,846	1,741,154	2,284,150
		PROPOSITION 1B FUNDS					
1521	3410	Interest	51	16	-	-	-
1521	3569	Other State Grant	-	-	-	-	-
		FUND TOTAL	**51**	**16**	-	-	-
		PROPOSITION C FUNDS					
1900	3410	Interest	209	2,248	4,439	3,500	3,500
1900	3423	Passenger Fares-Dial A Ride	-	-	-	-	-
1900	3427	Passenger Fares- Renaissance	-	-	-	-	-
1900	3578	I/2 Cent Sales Taxes	1,116,762	1,210,836	1,280,597	1,257,202	1,367,072
1900	3990	Surplus of Prior Years	-	-	-	-	3,000,000
		FUND TOTAL	**1,116,972**	**1,213,084**	1,285,036	**1,260,702**	4,370,572
		SPECIAL GAS TAX FUND					
		Use of Money/Property					
2300	3410	Interest Income	-	-	-	-	-
2300	3512	State Gas Tax 2106	331,820	298,762	304,531	313,770	379,150

CITY OF COMPTON
2014-2015 REVENUES FORECAST - CITYWIDE REVENUES

Fund No	Object Code		ACTUAL REVENUES FY 2010-2011	ACTUAL REVENUES FY 2011-2012	ACTUAL REVENUES FY 2012-2013	REVISED BUDGET FY 2013-2014	PROPOSED BUDGET FY 2014-2015
2300	3513	State Gas Tax 2107	747,543	651,573	707,357	693,907	591,052
2300	3514	State Gas Tax 2108 and 2107.5	15,000	7,500	7,500	7,500	7,500
2300	3515	State Gas Tax 2105	511,855	453,951	431,674	466,073	481,026
2200	3410	Gas Tax County	-	-	-	-	-
		FUND TOTAL	**1,606,218**	**1,411,786**	**1,451,062**	**1,481,250**	**1,458,728**
		JTPA/WIA/CAREER LINK Fund					
		Revenue from Other Agencies					
2751	3580	Other County Grants WIA Adult	-	-	-	-	-
2754	3580	Other County Grants WIA Youth	732,211	497,302	245,698	-	-
2754	3420	Rent and Concession	-	-	-	-	-
2754	3980	Miscellaneous Revenue	-	873	-	-	-
2755	3580	Other County Grants WIA Dislocated Worker	-	-	-	-	-
2762	3580	Rapid Response - Summer Youth	-	-	-	-	-
2767	3580	Summer First	-	-	-	-	-
2777	3580	SYEP	-	-	-	-	-
2771	3580	Other County Grants ARRA	12,649	-	-	-	-
2771	3980	Miscellaneous Revenue	-	102	-	-	150,000
2773	3569	Other State Grant	-	32,325	-	-	-
2770	3580	Congressional Grant	-	-	-	-	-
2782	3580	Youth Employment Program	-	56,156	-	-	-
2783	3580	WIA Youth Waiver program	-	115,667	-	-	-
2784	3580	Summer Youth	-	-	50,126	-	-
2801	3580	HPRP	-	-	-	-	-
2870	3580	Temporary Assistance for needy Families	653,233	-	-	-	-
		FUND TOTAL	**1,398,093**	**702,425**	**295,824**	**-**	**150,000**
		DEPT OF HEALTH SERVICES GRANTS					
2700	3579	Other County Grants	8,921	-	-	-	-
2700	3890	Misc Charges for Current Services	3,672	-	-	-	-
2700	3980	Misc Revenue	25	-	-	-	-
2701	3891	Drug Testing Fees	942	-	-	-	-
		FUND TOTAL	**13,560**	-	-	-	-

CITY OF COMPTON

2014-2015 REVENUES FORECAST - CITYWIDE REVENUES

Fund No	Object Code		ACTUAL REVENUES FY 2010-2011	ACTUAL REVENUES FY 2011-2012	ACTUAL REVENUES FY 2012-2013	REVISED BUDGET FY 2013-2014	PROPOSED BUDGET FY 2014-2015
		OTHER GRANTS					
1012	3410	Transportation Investment - Interest	-	18	10	-	
1012	3569	Transportation Investment Fund (Prop 42)	944,612	1,341,613	783,802	1,412,135	1,046,709
1012	3990	Transportation Invest (Prop 42) -Prior Years	-	-	-	-	1,100,000
1022	3970	Asset Forfeiture	-	-	-	-	-
1033	3410	Interest Income	-	5	-	-	-
1033	3579	Supplemental Law Enforcement Service Funds	127,792	218,732	148,251	150,657	150,657
1033	3970	Revenue Prior Years	-	-	-	-	-
1033	3990	Revenue Prior Years	-	-	-	-	-
1041	3569	California Law Enforcement Equipment	-	-	-	-	-
1045	3569	LLEBG - 2001LBVX3794	120	-	-	-	-
1046	3569	LLEBG - 2002LBVX0169	16,024	-	-	-	-
1055	3565	Urban Area Security Grants	-	-	-	-	-
1057	3990	Youth Gang Intervention - Prior Year's Balance	-	-	-	-	-
1058	3569	Hazardous Material Emergency Preparedness	-	-	-	-	-
1060	3565	Justice Assistance Grant	3,668	-	-	-	-
1060	3990	Justice Assistance Grant - Prior Year's Balance	-	-	-	-	-
1061	3410	Interest Income		318	150	-	13
1061	3579	Justice Assistance Grant	1,108,198	-	18,257	628,145	-
1062	3579	Justice Assistance Grant - 2010			-	107,239	21,139
1063	3579	Justice Assistance Grant - 2011			-	146,803	46,164
1064	3579	Justice Assistance Grant - 2012			-	115,619	115,619
1066	3579	Justice Assistance Grant - 2013				-	77,721
1067	3579	State and Community Correction	0	-	-	-	250,000
1518	3410	Interest Income	3	-	-	-	-
1518	3565	Community Improvement	1,692,848	1,660,899	1,628,309	512,808	512,808
1518	3569	Other State Grants	58,511	872	-	-	-
1518	3989	Continued Approp	-	-	-	-	-
1519	3577	Martin Luther King Transit Center	-	-	-	-	-
1520	3410	Interest income	19	1,189	6,057	6,754	6,755
1520	3565	Measure R	833,774	901,113	957,935	751,179	1,025,302
1520	3990	Measure R - Prior Year's Balance	-	-	-	-	2,000,000
1520	3578	1/2 Cent Sales Tax	-	-	-	-	-
1521	3990	Local Street & Road Improvement Fund (Prop 1-B)	-	-	-	-	-
1522	3410	Interest Income	3	7	-	-	-
1522	3565	American Recovery Reinvestment Act	2,503,512	-	-	-	-

CITY OF COMPTON
2014-2015 REVENUES FORECAST - CITYWIDE REVENUES

Fund No	Object Code		ACTUAL REVENUES FY 2010-2011	ACTUAL REVENUES FY 2011-2012	ACTUAL REVENUES FY 2012-2013	REVISED BUDGET FY 2013-2014	PROPOSED BUDGET FY 2014-2015
1522	3569	Other State Grants	65,207	-	-	-	-
1523	3569	Rosecrans Traffic Signal Upgrade Grant	-	-	-	680,105	680,105
1524	3569	State Water Control Board Grant (Prop 40)	-	-	-	-	-
1525	3569	CAL Fire Grant	-	-	-	100,000	100,000
1526	3569	LA County Compton Creek	-	-	-	-	-
1641	3410	EDA Interest Income	1,230	1,962	3,276	1,074	1,074
1641	3990	EDA Revolving Loan - Prior Year Surplus	-	-	-	2,373,563	1,400,000
1663	3806	Parks Rehabilitation	200,000	-	-	-	-
1674	3410	Interest Income	1	-	-	-	-
1674	3583	Neighborhood Stabilization Program	1,164,767	127,839	800,819	31,736	31,736
1674	3980	Misc Revenue	1,250	63,900	126,110	295,491	295,491
1675	3583	Neighborhood Stabilization Program -NSP3	-	-	535,035	322,050	322,050
1916	3577	Other Agencies-MTA	-	-	-	-	-
2601	3569	Emergency Mgnt Asst Program	2,536	-	-	-	-
2602	3569	Prop A Park Maintenance	-	-	-	-	-
2603	3569	RZH Skate Park	-	-	-	-	-
2604	3410	TDA Interest Income	4	146	309	-	-
2604	3569	TDA Sidewalk Improvement	105,735	-	119,049	48,059	-
2604	3579	TDA Other County Grants	-	-	-	-	-
2606	3410	Compton Creek Bikeway - Interest Income	2	2	-	-	-
2606	3569	Compton Creek Bikeway	47,718	-	-	-	-
2615	3410	Interest River Mountain Conservancy	28	53	81	29	-
2615	3569	River Mountain Conservancy	-	-	-	-	-
2616	3569	Gonzales Park Grading &Drainage	-	-	474,014	-	-
2618	3410	Interest Income	-	2	-	-	-
2618	3579	OS Raymond Park	335,030	-	-	-	-
2619	3410	Urban Development Action Grant	-	-	-	-	-
2620	3565	EPA Water Line Rehab Project	371,306	-	-	731,201	731,201
2624	3565	EPA Water Storage Tank Project	-	-	-	-	-
2625	3410	California Clean Air Act Interest Income	6	8	-	-	-
2625	3565	Other Federal Grants	-	-	-	-	-
2625	3569	California Clean Air Act	116,549	121,575	59,364	88,075	88,075
2625	3990	Surplus of Prior Years Revenue	-	-	-	-	-
2639	3410	CPD Corrections Training	-	-	-	-	-
2641	3577	TEA21 TMOC	-	-	-	-	-
2647	3410	Beverage Container Recycle	1	1	-	-	-

CITY OF COMPTON
2014-2015 REVENUES FORECAST - CITYWIDE REVENUES

Fund No	Object Code		ACTUAL REVENUES FY 2010-2011	ACTUAL REVENUES FY 2011-2012	ACTUAL REVENUES FY 2012-2013	REVISED BUDGET FY 2013-2014	PROPOSED BUDGET FY 2014-2015
2653	3569	Beverage Container Recycle	-	26,315	-	-	-
2653	3410	Beverage Container Recycle Interest	2	3	-	-	-
2653	3980	Beverage Container Recycle - Prior Year	-	-	-	-	-
2655	3410	Beverage Container Recycle-Interest	3	3	-	-	-
2655	3569	Other State Grants	-	26,238	-	26,194	26,194
2663	3410	Interest Income	-	-	-	-	-
2663	3569	Used Oil 10th Cycle	-	-	-	-	-
2659	3569	DWR Ground Water Storage	2	-	-	-	-
2659	3410	DWR Ground Water Storage	-	2	-	-	-
2662	3659	Used Oil 12th Cycle	-	-	2,409	-	-
2663	3659	Used Oil 13th Cycle	12,631	-	-	-	-
2664	3659	Tony Hawk Skate	-	-	-	-	-
2665	3569	Click It or Ticket Program	17,880	-	-	-	-
2668	3569	Sobriety Check Point Program	-	11,702	11,702	-	-
2669	3410	Interest Income			-		-
2669	3569	Used Oil Block Grant	4,061	-	-	-	-
2670	3579	Los Angeles County Tartar Lane	-	-	-	-	-
2670	3410	Los Angeles County Tartar Lane-Interest	2	2	-	-	-
2671	3991	Brickyard Site Transition Plan	168,337	-	-	-	-
2671	3410	Brickyard Site Transition Plan-Interest	1	-	-	-	-
2672	3410	Used Oil - Interest Income		1	-	-	-
2701	3410	Interest Income			-	-	-
2672	3569	Used Oil Payment OPP1	27,657	-	-	28,392	-
2672	3990	Used Oil Payment OPP1 - Prior Year Balance	-	-	-	-	28,392
2673	3569	LA County Pool Grant	-	-	-	250,000	-
2673	3990	LA County Pool Grant- Prior Year Balance	-	-	-	-	-
2674	3569	LA County Trees Planting Grant	-	-	-	120,980	-
2674	3990	LA County Trees Planting Grant - Prior Year Bal.	-	-	-	-	120,980
2675	3569	LA County Leuders Park	-	-	-	12,500	-
2679	3980	Miscellaneous Revenue	-	-	-	200,000	-
2709	3410	Interest Income	2	2	-	-	-
2709	3579	Anti Graffiti Grants	-	-	-	-	-
2772	3565	Veterans Employment and Training	-	-	-	-	-
2773	3569	Tomorrow's Aeronautical Museum	143,047	-	-	-	-
2773	3970	Tomorrow's Aeronautical Museum - Prior Balance	-	-	-	-	-
2774	3410	Interest Income	-	1	1	-	-

CITY OF COMPTON
2014-2015 REVENUES FORECAST - CITYWIDE REVENUES

Fund No	Object Code		ACTUAL REVENUES FY 2010-2011	ACTUAL REVENUES FY 2011-2012	ACTUAL REVENUES FY 2012-2013	REVISED BUDGET FY 2013-2014	PROPOSED BUDGET FY 2014-2015
2774	3569	Sobriety Check Point Program	203,166	140,731	88,768	115,768	-
2774	3970	Revenue Prior Years	-	-	-	-	-
2774	3989	Continued Approp	-	-	-	-	-
2777	3579	Youth Employment Plan Grant	6,800	-	-	-	-
2778	3410	Interest Income	11	4	-	-	-
2778	3579	Annual Maintenance and Service	341,294	-	-	-	-
2778	3990	Surplus of Prior Years Revenue	-	-	-	-	-
2779	3579	Energy Efficiency And Conservation	-	-	-	462,000	462,000
2781	3565	Dot Paratransit Vehicles Grant	-	-	-	-	-
2799	3579	Creek Trail Project	-	-	-	500,000	495,000
1641	3410	Interest Income	-	1,962	-	-	-
1641	3608	Loan Origination Fees	-	-	-	-	-
		FUND TOTAL	**10,625,348**	**4,647,220**	**5,763,708**	**10,218,556**	**11,135,185**
		HOUSING & COMMUNITY DEVELOPMENT FUNDS					
		Other Revenues					
1672	3410	Interest Income	1,508	1,339	1,550	784	-
			1,508	**1,339**	**1,550**	**784**	-
		COMMUNITY DEVELOPMENT BLOCK GRANT(2800)					
2800	3410	Interest Income	3	5		-	
2800	3583	Community Development Block Grant	3,564,737	1,170,703	1,172,528	2,752,039	1,535,456
2800	3965	Repayment of Deferred Loan	-	9,971	24,734	-	-
2800	3980	Miscellaneous Revenue	-	886	-	-	-
2800	3970	Revenue Prior Years	-	-	-	-	-
		FUND TOTAL	**3,564,740**	**1,181,565**	**1,197,262**	**2,752,039**	**1,535,456**
		EMERGENCY SHELTER GRANT					
2801	3583	Emergency Shelter Grant	271,022	118,966	298,702	98,174	129,900
2801	3970	Revenue Prior Years	-	-	-	17,504	-
2801	3583	Homeless Prevention and Rapid Rehousing Prg	297,425	16,481	-	-	-
2801	3410	Interest Income	-	2	-	-	-
		FUND TOTAL	**568,447**	**135,449**	**298,702**	**115,678**	**129,900**

CITY OF COMPTON
2014-2015 REVENUES FORECAST - CITYWIDE REVENUES

Fund No	Object Code		ACTUAL REVENUES FY 2010-2011	ACTUAL REVENUES FY 2011-2012	ACTUAL REVENUES FY 2012-2013	REVISED BUDGET FY 2013-2014	PROPOSED BUDGET FY 2014-2015
		HOME GRANT					
2805	3410	Interest Income	10	-	-	-	-
2805	3583	Home Grant	477,765	387,060	159,252	375,313	472,059
2805	3965	Repayment of Deferred Loan	-	12,551	303,203	-	-
2805	3966	Loan Repayment Commercial	-	6,895	-	-	-
2805	3966	Loan Repayment Commercial	-	-	-	-	-
2805	3410	Interest	-	-	-	-	-
2805	3970	Revenue Prior Year	-	-	-	-	-
		FUND TOTAL	**477,775**	**406,506**	**462,455**	**375,313**	**472,059**
		EDEDI					
2819	3410	Interest Income	17	18	-	-	-
2819	3980	Miscellaneous Revenue	-	-	-	-	-
		FUND TOTAL	**17**	**18**	-	-	-
		SECTION 108 LOAN					
2818	3410	Interest Income	3,169	12,198	20	-	-
2818	3970	Revenue Prior Year	-	-	-	-	-
2818	3980	Miscellaneous Revenue	-	13,839	23,724	38,830	38,830
		FUND TOTAL	**3,169**	**26,037**	**23,744**	**38,830**	**38,830**
		LOCAL HOUSING AUTHORITY					
2820	3410	Interest Income	356	335	-	100	100
2820	3420	Rents and Concessions	2,311,489	2,983,695	2,994,452	2,483,695	2,483,695
2820	3583	Local Housing Authority	7,528,424	6,615,781	6,922,988	5,970,608	6,880,765
2820	3884	Administrative Fees	172,546	203,342	187,340	203,342	203,342
2820	3886	Administrative Fees HUD	769,395	556,296	671,973	556,296	556,296
2820	3980	Misc Revenue	10,061	5,405	15,219	5,405	5,405
		FUND TOTAL	**10,792,272**	**10,364,854**	**10,791,972**	**9,219,446**	**10,129,603**

CITY OF COMPTON
2014-2015 REVENUES FORECAST - CITYWIDE REVENUES

Fund No	Object Code		ACTUAL REVENUES FY 2010-2011	ACTUAL REVENUES FY 2011-2012	ACTUAL REVENUES FY 2012-2013	REVISED BUDGET FY 2013-2014	PROPOSED BUDGET FY 2014-2015
		CABLE TV FUND					
7002	3126	Government Access Franchise	344,729	179,476	27,844	28,745	28,745
7002	3980	Prior Year Surplus	-	-	-	-	-
7002	3410	Interest Income	1	2	-	-	-
7200	3410	Interest Income	-	14	-	-	-
7003	3410	Cable TV Public Access	3	3	-	-	-
		FUND TOTAL	**344,732**	**179,495**	**27,844**	**28,745**	**28,745**
		SPECIAL ASSESSMENTS					
2502	3761	Assessment-Lighting/Landscaping	4,351,246	4,293,962	4,353,182	4,353,182	4,207,331
2502	3980	Misc Rev-Lighting Landscaping (2502)	-	-	-	-	
		FUND TOTAL	**4,351,246**	**4,293,962**	**4,353,182**	**4,353,182**	**4,207,331**
		TOTAL SPECIAL REVENUE FUNDS	**49,700,737**	**45,787,723**	**48,528,981**	**50,796,032**	**55,559,224**
		REDEVELOPMENT FUNDS					
		LOW COST HOUSING FUND					
1203	3010	Property Taxes Current	-	-	-	-	-
1203	3010	Property Taxes Current	4,417,118	-	-	-	-
1203	3410	Interest Income	9,257	-	-	-	-
1203	3920	Contribution From Other Funds	213,445	-	-	-	-
1203	3965	Repayment of Deferred Loans	28,780	-	-	-	-
1203	3966	Loan Repayment Commercial	-	-	-	-	-
1203	3980	Miscellaneous Revenue	62,545	-	-	-	-
1203	3990	Surplus of Prior Years Revenue	-	-	-	-	-
1205	3410	Interest Income	-	(1,105)	-	-	-
1205	3965	Repayment of Deferred Loan	-	-	-	-	-
1205	3980	Miscellaneous Revenue	-	85	-	-	-
		FUND TOTAL	**4,731,145**	**(1,020)**	**-**	**-**	**-**
		PUBLIC FINANCE AUTHORITY					
9203	3410	Interest Income(9203)	(1,500)	970	521	50	50
9203	3920	Operating Transfer From General Fund	105,808	100,275	100,275	84,900	84,900
9203	3920	Operating Transfer From General Fund	-	-	-	-	-
		FUND TOTAL	**104,308**	**101,245**	**100,796**	**84,950**	**84,950**

CITY OF COMPTON

2014-2015 REVENUES FORECAST - CITYWIDE REVENUES

Fund No	Object Code		ACTUAL REVENUES FY 2010-2011	ACTUAL REVENUES FY 2011-2012	ACTUAL REVENUES FY 2012-2013	REVISED BUDGET FY 2013-2014	PROPOSED BUDGET FY 2014-2015
		REDEVELOPMENT AGENCY					
1201	3010	Property Taxes	17,668,571	6,960,056	-	-	-
1201	3410	Interest Income	392,098	170,160	-	-	-
1201	3420	Rents & Concessions	30,000	36,877	-	-	-
1201	3920	Operating Transfer From Trustee	-	-	-	-	-
1201	3963	Bond/Loan Proceeds	-	-	-	-	-
1201	3965	Repayment of Deferred Loan	-	-	-	-	-
1201	3966	Loan Repayment Commercial	103,794	62,662	-	-	-
1201	3980	Misc. Revenue	3,579	-	-	-	-
1300	3410	Interest Income	23	-	-	-	-
1300	3900	Sale of Land	-	-	-	-	-
1300	3966	Loan Repayment Commercial	4,739	-	-	-	-
1300	3980	Miscellaneous	-	-	-	-	-
1300	3970	Revenue Prior Year (1300)	-	-	-	-	-
4000	3410	Interest Income	(36)	-	-	-	-
4000	3420	Rents & Concessions	14,680	-	-	-	-
4000	3421	Transit Center Rents	500	-	-	-	-
1201	3569	Other State Grant	-	-	-	-	-
4000	3920	Contribution From Other Funds	900,000	-	-	-	-
4000	3980	Misc Revenue	-	-	-	-	-
		FUND TOTAL	19,117,947	7,229,755	-	-	-
		TOTAL REDEVELOPMENT FUNDS	23,953,400	7,329,980	100,796	84,950	84,950
		DEBT SERVICE FUNDS					
3001	3010	Property Taxes	7,970,610	-	-	-	-
3001	3030	Prior Years - Secured	-	-	-	-	-
3001	3410	Interest Income	1,444	-	-	-	-
3001	3920	Contribution From Other Funds	-	-	-	-	-
3002	3410	Interest Income	-	2		-	-

CITY OF COMPTON
2014-2015 REVENUES FORECAST - CITYWIDE REVENUES

Fund No	Object Code		ACTUAL REVENUES FY 2010-2011	ACTUAL REVENUES FY 2011-2012	ACTUAL REVENUES FY 2012-2013	REVISED BUDGET FY 2013-201	PROPOSED BUDGET FY 2014-2015
3002	3980	Misc Revenue	-	-		-	-
3010	3410	Interest Income (3010)	-	-		-	-
3030	3410	Lease Revenue Bond 2008 -Interest Income	3,982	3,439	410	100	50
3030	3420	Rent and Concessions	2,319,389	1,159,782	-	-	-
3030	3963	Bond/Loan Proceeds	-	-	-	-	-
3030	3970	Surplus of Prior Year	-	-	-	1,700,000	3,520,035
3040	3410	Interest Income	3,241	-	-	-	-
3040	3963	CRA Bond/Loan Proceeds (Series 2010A)	-	-	-	-	-
3040	3980	Misc Revenue	-	-	-	-	-
3040	3990	Surplus of Prior Years Revenue	-	-	-	-	-
3050	3410	Interest Income	4,822	-	-	-	-
3050	3920	Contribution From Other Funds	1,468,041	-	-	-	-
3050	3963	CRA Bond/Loan Proceeds (Series 2010B)	-	-	-	-	-
3050	3990	Surplus of Prior Years Revenue	-	-	-	-	-
3060	3410	Interest Income	914	-	-	-	-
3060	3920	Contribution From Other Funds	672,348	-	-	-	-
3060	3963	CRA Bond/Loan Proceeds (Series 2010C)	-	-	-	-	-
3060	3990	Surplus of Prior Years Revenue	-	-	-	-	-
3070	3410	Interest Income	-	3	-	-	-
3070	3980	Misc Revenue	-	-	-	-	-
3080	3410	Interest Income	-	3	-	-	-
3090	3410	Interest Income	-	-	-	-	-
		TOTAL DEBT SERVICE FUNDS	**12,444,791**	**1,163,229**	**410**	**1,700,100**	**3,520,085**
		ENTERPRISE FUNDS					
		WATER FUND					
5000	3410	Interest Income	124	258	-	-	-
5000	3801	Residential	8,781,966	9,967,359	11,823,026	11,586,565	11,560,000
5000	3802	Commercial	1,445,222	1,730,948	1,978,413	1,938,845	2,000,000
5000	3803	Industrial	384,248	490,755	609,688	597,494	645,494
5000	3805	City Departments to be Billed	216,373	246,447	341,037	334,216	350,000
5000	3806	Other Governmental Agencies	464,178	575,385	605,837	595,400	695,400
5000	3807	Private Fire Protection	66,759	76,340	63,551	67,180	65,836

CITY OF COMPTON
2014-2015 REVENUES FORECAST - CITYWIDE REVENUES

Fund No	Object Code		ACTUAL REVENUES FY 2010-2011	ACTUAL REVENUES FY 2011-2012	ACTUAL REVENUES FY 2012-2013	REVISED BUDGET FY 2013-2014	PROPOSED BUDGET FY 2014-2015
5000	3821	Residential Connections	260,303	-	-	-	-
5000	3822	Commercial Connections	15,243	-	-	-	-
5000	3828	Other Emergency Connections	1,518	-	-	-	-
5000	3833	Contribution For Installation of Services	2,770	830	-	-	-
5000	3841	Turn On Charges	104,597	103,600	117,279	114,933	114,933
5000	3842	Penalties-Other	35	-	35	34	34
5000	3843	Resetting Meters	22,094	20,645	15,455	15,146	15,146
5000	3848	Miscellaneous-Water	16,685	7,017	3,310	3,244	3,000
5000	3870	Collection Fees	-	-	-	-	-
5000	3890	Mics Charges for Current Svcs	25,411	36,089	39,701	38,907	38,907
5000	3892	Scrap Metal Sales	-	1,505	-	-	-
5000	3890	Miscellaneous Charges IVR Fees	-	-	-	-	-
5000	3892	Scrap Metal Sales	513	-	-	-	-
5000	3980	Miscellaneous	17,821	6,495	18,590	18,218	10,000
5000	3990	Prior Year Reserve	-	-	-	-	641,842
		FUND TOTAL	**11,825,860**	**13,263,673**	15,620,922	**15,310,183**	**16,140,593**
		RICHLAND FARMS WATER FUND					
5001	3090	Interest and Penalties	-	-	-	-	-
5001	3130	Richland Farm Assessment	49,662	55,196	44,021	48,000	-
5001	3410	Interest Income	-	-	-	-	-
5001	3980	Miscellaneous Revenue	-	-	-	-	-
		FUND TOTAL	**49,662**	**55,196**	**44,021**	**48,000**	-
		MIDLAND PARK WATER TRUST					
5010	3410	Interest Income	2	2	-	-	-
5010	3410	Self Insurance Trust - Interest income	-	-	-	-	-
		FUND TOTAL	2	2	-	-	-
		CAPITAL IMPROVEMENT FUND					
5003	3410	Interest	4,526	3,439	305	120	50
5003	3808	Water CIP Revenue	2,705,663	2,939,133	3,347,648	4,200,000	4,000,000
5003	3970	Revenue Prior Year	-	-	-	14,419,172	11,044,950
5003	3980	Miscellaneous Revenue	-	-	-	-	-
		FUND TOTAL	2,710,189	2,942,572	**3,347,953**	**18,619,292**	**15,045,000**

CITY OF COMPTON
2014-2015 REVENUES FORECAST - CITYWIDE REVENUES

Fund No	Object Code		ACTUAL REVENUES FY 2010-2011	ACTUAL REVENUES FY 2011-2012	ACTUAL REVENUES FY 2012-2013	REVISED BUDGET FY 2013-2014	PROPOSED BUDGET FY 2014-2015
		RUBBISH FUND					
5100	3410	Interest Income	7	11	1	1	1
5100	3670	Refuse Collection	8,673,433	6,467,540	9,755,792	10,500,000	10,554,880
5100	3722	Residential Bin Service	93,994	106,581	52,733	52,733	52,733
5100	3884	Administrative Fee	244,907	238,240	264,771	264,771	318,540
5100	3941	Principle & Interest/Hub City Contribution	126,373	119,497	163,495	163,495	163,495
5100	3942	Other Bond Revenue/Hub City	7,210	-	-	-	-
5100	3980	Miscellaneous Revenue	3,000	185,490	224,121	224,121	224,121
		FUND TOTAL	**9,148,924**	**7,117,359**	**10,460,913**	**11,205,121**	**11,313,770**
		SEWER					
5116	3410	Interest	460	426	389	389	870
5116	3761	Assessments	959,813	952,188	955,367	933,300	933,300
		FUND TOTAL	**960,273**	**952,614**	**955,756**	**933,689**	**934,170**
		CAPITAL IMPROVEMENT FUND					
5117	3410	Interest	1,953	1,681	224	224	120
5117	3809	Sewer Capital	1,929,114	1,875,018	1,876,486	1,875,018	1,875,018
5117	3970	Revenue Prior Year	-	-	-	12,933,648	8,933,648
5117	3980	Miscellaneous Revenue	-	-	-	-	
		FUND TOTAL	**1,931,067**	**1,876,699**	**1,876,710**	**14,808,890**	**10,808,786**
		GOLF COURSE FUND					
5200	3410	Interest	-	1	-	-	-
5200	3710	Golf Fees	78,091	97,080	78,541	78,500	78,500
		FUND TOTAL	**78,091**	**97,080**	**78,541**	**78,500**	**78,500**
		RECREATION PROGRAM FUND					
5300	3410	Interest Income	4	4	-	-	-
5300	3740	Recreation Program	29,257	1,235	134	240	24,000
5300	3740	Recreation Program	-	3,545	-	-	-
5300	3980	Miscellaneous Revenue	1,150	-	-	-	-
		FUND TOTAL	**30,411**	**4,784**	**134**	**240**	**24,000**
		TOTAL ENTERPRISE FUNDS	**26,734,479**	**26,309,979**	**32,384,950**	**61,003,915**	**54,344,819**

CITY OF COMPTON
2014-2015 REVENUES FORECAST - CITYWIDE REVENUES

Fund No	Object Code		ACTUAL REVENUES FY 2010-2011	ACTUAL REVENUES FY 2011-2012	ACTUAL REVENUES FY 2012-2013	REVISED BUDGET FY 2013-2014	PROPOSED BUDGET FY 2014-2015
		INTERNAL SERVICES FUNDS					
		WORKERS COMPENSATION FUND					
6300	3410	Interest Income	148	189	-	-	-
6300	3750	Insurance Charges/Other	-	-	-	-	-
6300	3930	Workers Compensation Insurance	4,437,726	2,172,207	2,012,272	2,325,400	2,445,982
6300	3980	Miscellaneous	-	-	-	-	
		FUND TOTAL	**4,437,874**	**2,172,207**	**2,012,272**	**2,325,400**	**2,445,982**
		GENERAL LIABILITY FUND					
6400	3410	Interest Income	-	65	-	-	-
6400	3571	Legal Recovery Fees	-	-	407,484	-	-
6400	3890	Miscellaneous Charges For Current Svcs	-	-	40	-	-
6400	3920	Contributions from Other Funds - GF	20,683,513	1,437,509	688,576	275,000	651,630
6400	3920	Contributions from Water	-	-	-	600,000	600,000
6400	3920	Contributions from Gas Tax 2300				200,000	200,000
6400	3920	Contributions from Sewer 5116				141,927	141,927
6400	3920	Contributions from Prop A	-	-	-	90,000	90,000
6400	3920	Contributions from CIP Sewer 5117	-	-	-	600,000	600,000
		FUND TOTAL	**20,683,513**	**1,437,574**	**1,096,100**	**1,906,927**	**2,283,557**
		EQUIPMENT RENTAL FUND					
6000	3410	Interest Income		10	-	-	-
6000	3882	Equipment Rental Charges	2,497,602	2,170,764	2,196,285	2,246,453	1,649,110
6000	3980	Misc Revenue	13,690	-	-	-	-
		FUND TOTAL	**2,511,292**	**2,170,764**	**2,196,285**	**2,246,453**	**1,649,110**
		CENTRAL DUPLICATING FUND					
6200	3410	Interest Income	5	6	-	-	-
6200	3881	Reproduction Charges	576,953	308,096	241,555	278,000	278,000
		FUND TOTAL	**576,958**	**308,102**	**241,555**	**278,000**	**278,000**
		TOTAL INTERNAL SERVICE FUNDS	**28,209,637**	**6,088,647**	**5,546,212**	**6,756,780**	**6,656,649**
		GRAND TOTAL	**$ 199,006,952**	**$ 131,519,853**	**$ 135,939,490**	**$ 168,954,940**	**$ 168,724,067**

ATTACHMENT

III

FIRST QUARTER

CASH FLOW

Appendix F

Costs by Department - All Funds
As of September 30, 2014

Department Name	Dept No	Original Budget FY 2014-2015	Adjusted Budget FY 2014-2015	Actual Year-To-Date 09/30/2014	Percentage Spent
City Council/ Mayor	40	$ 1,290,671	$ 1,290,671	$ 222,388	17%
City Attorney	42	7,174,219	7,224,919	1,562,451	22%
City Treasurer	44	769,867	769,867	150,438	20%
City Clerk	47	1,191,203	1,191,203	150,148	13%
Elections	48	242,500	242,500	-	0%
City Manager	51	6,154,513	6,501,015	1,381,289	21%
Personnel Dept	56	1,443,839	1,443,839	117,531	8%
General Services	60	5,906,818	5,908,705	1,008,304	17%
Non-Departmental	61	12,153,465	12,176,624	2,135,419	18%
City Controller	65	2,438,352	2,650,603	409,168	15%
Los Angeles County Sheriff	68	19,000,000	19,040,597	3,248,502	17%
Fire	69	17,146,437	17,255,651	3,804,659	22%
Public Works- Engineering	71	19,485,676	20,408,209	1,171,816	6%
Public Works - Street Maintenance	72	11,188,045	11,300,784	1,977,655	18%
Building & Safety Dept	77	4,243,812	4,325,084	605,032	14%
Planning & Economic Dev.	78	2,781,286	3,466,321	141,106	4%
Local Housing Authority	79	10,129,603	10,129,603	2,413,453	24%
Careerlink	81	448,006	448,006	88,847	20%
Parks & Recreation	84	4,533,828	4,778,526	850,286	18%
Water Dept	85-90	43,285,150	43,890,258	6,022,266	14%
Successor Agency	91	54,298,272	56,832,841	11,035,702	19%
Total		$ 225,305,562	$ 231,275,826	$ 38,496,460	17%

ATTACHMENT

IV

CITY OF COMPTON

GENERAL FUND CONTINGENCY RESERVE POLICY

City of Compton

General Fund Contingency Reserve Policy

PURPOSE: The City Council of the City of Compton has determined that sound financial management requires that sufficient funds be maintained by the City for unanticipated expenditures and revenue shortfalls during the course of the fiscal year as may be caused by economic downturns, natural disasters, and other unforeseen circumstances. Maintaining such funds will help sustain the delivery of essential services and reduce the need for short-term borrowing or deficit spending.

OBJECTIVE: The Council's objective is for adequate funds to be set aside in a contingency reserve fund in a planned and consistent manner and for these monies not to be spent for regular City expenditures or used to reduce existing taxes, fees, or assessments.

RESERVE FUND EXPENDITURES: The contingency reserve fund is established for the purpose of covering unanticipated revenue shortfalls ad paying non-recurring and unanticipated expenditures of the City. To that end, the Council will only authorize the use of the contingency reserve fund to alleviate unanticipated short-term budgetary issues such as revenue shortfalls or unforeseen expenses. Any expenditure of the reserve fund for such purposes shall require the votes of four members of the Body at a duly noticed, regular meeting of the Council.

RESERVE FUND APPROPRIATIONS: To assure the sustainability of the City's budget, the Council shall establish a minimum contingency reserve fund goal of 10% of General Fund expenditures. The funding of the contingency reserve shall take place as an integral portion of the annual budget process. The City Manager, in submitting a proposed annual budget, shall include an amount to be added to the contingency reserve to bring the reserve to the 10% level by the fiscal year 2016. In each budget year thereafter, the City Manager shall make recommendations, as part of the annual budget, to allocate funds to the reserve as needed to assure it is maintained at the appropriate level.

REVIEW: The Council shall review this reserve policy annually, as part of the budget review and adoption process. However, the minimum reserve goal of 10% shall not be lowered, nor this policy abolished, without a vote of four members of the elected Body at a duly noticed, regularly scheduled meeting of the Council. Nothing in this policy shall preclude the Council from allocating funds to the reserve in excess of the 10% goal.

ATTACHMENT

V

GENERAL FUND

KEY LIABILITIES

#8.

Key Liabilities Projections

- $42M long term deficit requiring annual payments of $1.3M to $3.5M in coming years (This number has now been reduced to $37M)
- Lease Revenue Bond debt obligations shifting to the General Fund ($1.150M in this year)
- $843 of negotiated employee savings end, beginning this fiscal year
- This year's budget includes the above liabilities, as will budgets in future years.

RESOLUTION SIGN-OFF FORM

DEPARTMENT: **City Management**

RESOLUTION TITLE: **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO AMEND THE 2014/15 FISCAL YEAR BUDGET REVENUE PROJECTIONS AND EXPENDITURE APPROPRIATIONS BASED ON THE SECOND QUARTER (MIDYEAR) BUDGET REVIEW.**

<ManagersName> — DEPARTMENT MANAGER'S SIGNATURE

<ManagersDate> — DATE

REVIEW / APPROVAL

<LegalName> — CITY ATTORNEY

<LegalDate> — DATE

<ControllerName> — CITY CONTROLLER

<ControllerDate> — DATE

<CityManager> — CITY MANAGER

<CityManagerDate> — DATE

Use when:	
Public Works:	When contracting for Engineering Services.
City Attorney:	When contracting for legal services; contracts that require City Attorney's review.
Controller/Budget Officer:	Amending Budget; appropriating and/or transferring funds; adding and/or deleting positions; any resolution having account numbers.
Asst. City Manager/OAS:	All personnel actions.