

NOTICE

COMPTON CITY COUNCIL AGENDA Tuesday, April 19, 2016 5:30 PM

OPENING

MOMENT OF SILENCE

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. APRIL 12, 2016

REPORTS OF OFFICERS AND COMMISSIONS

CITY MANAGER/CITY ATTORNEY/CITY TREASURER REPORTS

2. INVESTMENT REPORT - FEBRUARY 2016 (Receive/File)

END CONSENT AGENDA

REGULAR AGENDA

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

CITY MANAGER'S REPORT

3. REQUEST TO SCHEDULE BUDGET WORKSHOP AND PUBLIC HEARINGS FOR FISCAL YEAR 2016-2017 (**Workshop - April 26, 2016 at 4:00 p.m.) (Hearings - May 17, 2016 at 5:35 p.m., June 14, 2016 at 5:35 p.m. and June 28, 2016 at 5:35 p.m. if necessary)**)
4. FIRE DEPARTMENT EMERGENCY PREPAREDNESS/COMPLIANCE (Discussion)

CITY ATTORNEY'S REPORTS

UNFINISHED BUSINESS

NEW BUSINESS

5. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON REVISING THE CITY OF COMPTON'S EXPENSE AND REIMBURSEMENT POLICY AND RESCINDING RESOLUTION NO. 22,083
6. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON APPROVING IN-KIND CONTRIBUTIONS IN SUPPORT OF THE 2016 CINCO DE MAYO FAMILY FESTIVAL ON MAY 6 - 8, 2016
7. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON, ACTING IN ITS CAPACITY AS THE HOUSING SUCCESSOR TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON, FORGIVING A LOAN FROM THE FORMER COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON TO ALAMEDA COURT, LLC, CANCELING THE PROMISSORY NOTE EVIDENCING THE LOAN AND RECONVEYING THE DEED OF TRUST SECURING THE LOAN

APPROVAL OF WARRANTS

COUNCIL COMMENTS

ADJOURNMENT

NEXT REGULAR MEETING: Tuesday, April 26, 2016 @ 5:30 PM.

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View Meetings Live at <http://www.comptoncity.org/officials/clerk/agendas/video.asp>

APRIL 12, 2016

The City Council meeting was called to order at 5:47 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, McCoy, Sharif, Brown

Council Members Absent: Galvan

Other Officials Present: C. Cornwell, A. Godwin, R. Haley

COMMENDATORY RESOLUTIONS/PRESENTATIONS

1. MS AWARENESS MONTH PROCLAMATION - (Council Member Tana McCoy)

Councilperson Tana McCoy proclaimed the month of March 2016 as Multiple Sclerosis Awareness month in the City of Compton in recognition of the 2.3M people affected by and fighting this neurological disease of the brain and spinal cord.

PUBLIC COMMENTS ON AGENDA ITEMS AND NON-AGENDA MATTERS

Bishop Leroy Guillory, Compton resident, solicited the support of the Compton community to sign a petition in support of the latest Proposition 30 initiative; a temporary tax to fund education initially approved in 2012. Mr. Guillory assured the residents that its approval will guarantee monetary benefits to schools statewide and that it is supported by the Compton Unified School District. Mr. Guillory also noted that Proposition 30 is not a local tax or bond on Compton residents. He articulated his support for the City's proposed one cent sales tax increase and further expressed his contempt for non-residents using negativity to attack and cause conflict in the City of Compton.

Benjamin Holifield, Compton resident and president of the Compton Business Chamber of Commerce, began by speaking in opposition to the City's proposed one cent sales tax increase; citing a concern for local accountability and a lack of results when tax increases and bond measures were approved in the past. He went on to question why the City receives over \$1M a year in gaming revenues without a consistent gaming revenue report. He cited a gap in communication between the business community and the City; and further advised the City to make the sale of vacant properties a public endeavor.

Lisa Carter Shiro, Compton resident, inquired about the fulfillment of a promise made to her daughter Unique Shiro when she was awarded student of the month in February 2015 by Councilperson Galvan. She indicated that during a City Council meeting last year, Councilperson Galvan publicly announced that he would take Unique and her parents to Universal Studios if she maintained her perfect attendance. Ms. Shiro explained how Unique was successful in maintaining her perfect attendance and similarly ended the 2014-2015 school year with a 4.0 grade point average. Ms. Shiro also explained how she attempted to contact Councilperson Galvan via email several times over a period of a year to fulfill this promise and that he never responded.

David Irons, Compton resident, accused City officials of getting rid of the National Guard Building in Compton. He demanded that all actions to tear down the City cease. He further petitioned the City Council to declare Compton a historical landmark to be protected from the further sale of its distinguishable areas, farmlands, and businesses.

Marcus Musante, attorney, spoke in opposition to the City's proposed one percent sales tax increase initiative. He indicated that an increase in small businesses could elevate the City and that an increase in sales taxes would only increase the cost of operation for business operators.

#1.

Mayor Brown declared that businesses do not pay sales taxes, consumers do.

Michelle Chambers cordially invited the members of the City Council to participate in Assembly member Mike Gipson's "Women's Leadership Breakfast" to be held Saturday, April 30, 2016 at the Wilmington Senior Center from 10 a.m. to 12 p.m. Ms. Chambers also announced the "First Annual Neighborhood Conference" to be held Saturday, May 28, 2016 at California State University Dominguez Hills from 9:30 a.m. to 1 p.m. Additionally, she encouraged anyone with parking tickets that have resulted in their driver's license being suspended to enroll in the State Tax Amnesty program. For more information please call Michelle Chambers at 310 324-6408.

Lynn Boone, Compton resident, referenced Item No. 8 AMENDING THE CITY MANAGER'S OFFICE 2015-2016 FISCAL YEAR BUDGET TO ACCEPT AND APPROPRIATE FUNDS FROM THE DEPARTMENT OF JUSTICE, JUSTICE ASSISTANCE GRANT 2015 IN THE AMOUNT OF \$86,897; and suggested that City Council utilize those grant monies to help pay for graffiti removal services. She went on to reference Item No. 2, the minutes from April 5, 2016. She indicated that she has proof of her claims and if anyone would like to see it, they can call her at (310) 650-4301. She commented that one percent and one cent are not interchangeable and if they were, the initiative would not have been changed on the ballot.

Moreover, Ms. Boone addressed a derogatory remark made in regards to a "white horse" and advised the Council to censor themselves to prevent any instances of discrimination. She argued against a comment made by Mayor Brown last week with regard to "her doors being open for suggestions" and held that she has been suggesting the implementation of a grants department for years now to no avail. She indicated that had more people been writing citations or simply focused on citing diesel trucks since 2013, there would be enough money to fix the City's streets.

Lastly, Ms. Boone accused this administration of having the most parties and spending the most money on food, travel, and unnecessary expenses.

Joyce Kelly, Compton resident, stated that she has often said that she wishes the City's modern day carpet-baggers will leave the City - as they contradict themselves and try to deny the citizens' their constitutional rights. She went on to speak in opposition to the proposed one cent sales tax increase and stated that she is in agreement with Mr. Holifield and Mr. Musante. She accused this administration of misappropriating too much money in public funds in order to fix the streets and mentioned that funds are available in the Water Department. She questioned the need for an additional tax when the budget is balanced and money was borrowed from property taxes. She stated that it makes no sense to lie and continue to campaign on the one cent tax. She indicated that sales taxes are not higher in other cities and as it relates to the Mayor's statement that businesses do not pay sales taxes, she questioned the purpose of the State Board of Equalization. Lastly, she stated that racist and discriminatory remarks should not be allowed in the Council Chambers as they only seek to divide the citizens of Compton.

CONSENT AGENDA

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

AYES: Council Members - Zurita, McCoy, Sharif, Brown

NOES: Council Members – None

ABSENT: Council Members – Galvan

APPROVAL OF MINUTES

2. APRIL 5, 2016 (Approved)

CITY MANAGER/CITY ATTORNEY/CITY TREASURER REPORTS

3. REPORT OF LICENSE FEE REVENUES (BASED ON THE GROSS REVENUES COMPUTATION) RECEIVED FROM CELEBRITY CASINOS, INC. FOR THE FISCAL YEAR 2015/2016 (Received/Filed)

4. AN UPDATE REPORT OF THE PUBLIC FINANCE AUTHORITY LEASE REVENUE BONDS SERIES 2008 **(Received/Filed)**
5. REPORT OF THE SALES TAX REVENUES **(Received/Filed)**

Total Amount Received for Fiscal Year 2015/2016 - \$2,990,239.00
6. A REPORT OF THE CITY OF COMPTON 2015/2016 TAX AND REVENUE ANTICIPATION NOTES**(Received/Filed)**

END CONSENT AGENDA

REGULAR AGENDA

CITY MANAGER'S REPORT - There were no City Manager Reports.

CITY ATTORNEY'S REPORTS - There were no City Attorney Reports.

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 A SOFTWARE LICENSE AND MULTI-YEAR MAINTENANCE AND TECHNICAL SUPPORT AGREEMENT WITH SOUTHTECH SYSTEMS FOR ELECTRONIC FORM 700 FILINGS (\$26,397.54)

On motion by Sharif, seconded by Zurita, **Resolution # 24,326** entitled "**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ENTER INTO A SOFTWARE LICENSE AND MULTI-YEAR MAINTENANCE AND TECHNICAL SUPPORT AGREEMENT WITH SOUTHTECH SYSTEMS FOR ELECTRONIC FORM 700 FILINGS (\$26,397.54)**" was approved, by the following vote on roll call:

AYES: Council Members - Zurita, McCoy, Sharif, Brown
NOES: Council Members - None
ABSENT: Council Members - Galvan

8. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AMENDING THE CITY MANAGER'S OFFICE 2015-2016 FISCAL YEAR BUDGET TO ACCEPT AND APPROPRIATE FUNDS FROM THE DEPARTMENT OF JUSTICE, JUSTICE ASSISTANCE GRANT 2015 IN THE AMOUNT OF \$86,897

On motion by Zurita, seconded by Sharif, **Resolution # 24,327** entitled "**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AMENDING THE CITY MANAGER'S OFFICE 2015-2016 FISCAL YEAR BUDGET TO ACCEPT AND APPROPRIATE FUNDS FROM THE DEPARTMENT OF JUSTICE, JUSTICE ASSISTANCE GRANT 2015 IN THE AMOUNT OF \$86,897**" was approved, by the following vote on roll call:

AYES: Council Members - Zurita, McCoy, Sharif, Brown
NOES: Council Members - None
ABSENT: Council Members - Galvan

9. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE ISSUANCE OF A PURCHASE ORDER FOR PAYMENT OF ADDITIONAL WORKERS' COMPENSATION EXCESS PREMIUM TO AON RISK SERVICES FOR PROVISION OF CONTINUED WORKERS' COMPENSATION EXCESS INSURANCE (\$36,222)

#1.

On motion by Sharif, seconded by McCoy, **Resolution # 24,328** entitled "**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE ISSUANCE OF A PURCHASE ORDER FOR PAYMENT OF ADDITIONAL WORKERS' COMPENSATION EXCESS PREMIUM TO AON RISK SERVICES FOR PROVISION OF CONTINUED WORKERS' COMPENSATION EXCESS INSURANCE (\$36,222)**" was approved, by the following vote on roll call:

AYES: Council Members - Zurita, McCoy, Sharif, Brown

NOES: Council Members - None

ABSENT: Council Members - Galvan

10. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ENTER INTO A MULTI-YEAR AGREEMENT WITH ADVANCED DATA PROCESSING, INC. TO PROVIDE EMERGENCY AMBULANCE BILLING SERVICES (\$100,000)

It was moved by Zurita, seconded by Sharif, for discussion.

Councilperson Sharif asked the City Manager to explain why the City is requesting a contract with a new company; and whether or not a Request For Proposal (RFP) was conducted.

City Manager Haley answered that City staff interviewed with several third party vendors and ultimately selected Advanced Data Processing, Inc. because staff believes that they have the highest product in terms of receiving the most money obtained from ambulance billing.

Councilperson Zurita inquired about the need to contract with a new ambulance billing company.

City Manager Haley replied that staff believes the existing firm is lacking in technological advancement as it relates to how they perform their services; and the new firm is up-to-date electronically, has 35 years of experience in the emergency medical service field, 15 years of experience providing EMS billing services in California, and currently servicing over 300 clients.

Councilperson Zurita requested details about the multi-year agreement. Mr. Haley stated that the City is proposing to utilize this company through June 2019.

Councilperson Zurita asked the City Manager to address whether or not staff enhanced and improved their equipment to ensure that bills are processed and transmitted to the billing company in a timely manner.

Bryan Batiste, Fire Chief, explained how staff switched over from a manual EMS reporting system to an electronic reporting system which ensures a more efficient billing process which also allows the new firm to be able to download the data, send out bills every six hours, and bill for the cost of medication and syringes issued to patients.

Councilperson Zurita inquired about the amount of incoming revenue and if all equipment is operational. Mr. Batiste remarked that revenues are approximately \$1.4M and that all electronics are working and online which helps to keep track of all narcotics and supplies being used.

Councilperson Zurita inquired about the person responsible for monitoring the data in the iPads. Mr. Batiste answered that all monitoring is performed in-house and that the billing company has the capability of extracting information electronically; he also noted that some of the compliance challenges from last year have been corrected.

Councilperson Zurita requested a report back regarding the corrections made and those items that are still pending. Ms. Zurita also requested information regarding the City's emergency preparedness reverse 911 system.

Mayor Brown also requested an update on the City-wide Emergency Response Drill project.

On motion by Zurita, seconded by Sharif, **Resolution # 24,329** entitled "**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AUTHORIZING THE CITY MANAGER TO ENTER INTO A MULTI-YEAR AGREEMENT WITH ADVANCED DATA PROCESSING, INC. TO PROVIDE EMERGENCY AMBULANCE BILLING SERVICES (\$100,000)**" was approved, by the following vote on roll call:

AYES: Council Members - Zurita, McCoy, Sharif, Brown

NOES: Council Members – None

ABSENT: Council Members – Galvan

11. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AMENDING THE 2015-2016 FISCAL YEAR BUDGET, RATIFYING THE CONSTRUCTION CONTRACT WITH SULLY-MILLER CONTRACTING COMPANY, AUTHORIZING A PURCHASE ORDER IN THE AMOUNT OF \$7,867,000 FOR THE REPLACEMENT OF 5.6 MILES OF WATERLINE AS PART OF THE WATER BOND IMPROVEMENT PROJECT CIP JOB #170W AND RESCINDING RESOLUTION NO. 24,235 (\$8,653,700)

It was moved by Zurita, seconded by McCoy, for discussion.

Mayor Brown asked the City Manager to provide a brief explanation of this resolution.

City Manager Haley explained that this project will replace 5.6 miles of waterline as part of the water bond improvement project which includes a 10% contingency as indicated in the staff report. There were several bids on the project and initially GRF Co Inc. was the low bidder; but due to a clerical error in their submission Sully Miller Contracting Company won the bid. Additionally, this project has been divided into three phases including the Alameda Corridor and several other collector and local streets, such as Alondra, Greenleaf, Wilmington, and Long Beach Boulevard.

Mayor Brown inquired about the clerical error. City Manager Haley stated that the error occurred on behalf of GRF Co Inc.

Councilperson Zurita asked the City Manager if Sully Miller Contracting Company had a class action lawsuit filed against them for over-billing several cities.

Glen Kau, Director of Public Works, stated that they are not aware of any lawsuits involving Sully Miller Contracting Company.

Councilperson Zurita made mention of a conversation she had with a citizen regarding a street engineer's statements which indicate that the Mayor and City Council are responsible for the condition of the City's streets because they do not accept the recommendations from staff as to how the streets should be repaired. Ms. Zurita stated that it is unfortunate that a city employee would make such comments about the Mayor and City Council and noted that she has never instructed anyone to cut corners when repairing the City's streets.

On motion by Zurita, seconded by McCoy, **Resolution # 24,330** entitled "**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON AMENDING THE 2015-2016 FISCAL YEAR BUDGET, RATIFYING THE CONSTRUCTION CONTRACT WITH SULLY-MILLER CONTRACTING COMPANY, AUTHORIZING A PURCHASE ORDER IN THE AMOUNT OF \$7,867,000 FOR THE REPLACEMENT OF 5.6 MILES OF WATERLINE AS PART OF THE WATER BOND IMPROVEMENT PROJECT CIP JOB #170W AND RESCINDING RESOLUTION NO. 24,235 (\$8,653,700)**" was approved, by the following vote on roll call:

AYES: Council Members - Zurita, McCoy, Sharif, Brown

NOES: Council Members – None

ABSENT: Council Members – Galvan

SUBSEQUENT NEED ITEM - DOLLARHIDE COMMUNITY CENTER FEE WAIVER FOR ALMEDA BLACK REPASS FOR TUESDAY, APRIL 19, 2016

On motion by Zurita, seconded by McCoy, to consider the subsequent need item, by the following vote on roll call:

AYES: Council Members - Zurita, McCoy, Sharif, Brown

NOES: Council Members – None

ABSENT: Council Members – Galvan

Mayor Brown requested the implementation of a policy that verifies the need for a fee waiver to utilize the Dollarhide Community Center.

On motion by Zurita, seconded by Sharif, to approve the subsequent need item, by the following vote on roll call:

AYES: Council Members - Zurita, McCoy, Sharif, Brown

NOES: Council Members – None

ABSENT: Council Members – Galvan

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

COUNCIL COMMENTS

Councilperson Zurita offered the following communications/announcements:

- "Mosquito Awareness Day" will be held Tuesday, April 19, 2016 at Dickerson Elementary School from 3:30 p.m. to 5 p.m.
- Made comments in regards to a park homicide and her feelings concerning whose responsibility it is to monitor and maintain the City's camera surveillance system.
 - **City Manager Haley** assured Councilperson Zurita that he will prepare a report by the end of this week explaining the causes of the camera malfunction, locations of all cameras, outage information, and specific details regarding the indigo cameras in the parks.
- Requested an audit on all food, travel, and parties paid for on her behalf.
- Recommended a review and revision on the City's travel policy.

Councilperson McCoy offered the following communications/announcements:

- Commented on the success of the 156th Street Block Club meeting she attended over the weekend.
- Cordially invited the residents to attend the "Third District Townhall Meeting" to be held Thursday, April 14, 2016 at Burrell McDonald Park from 6 p.m. to 7 p.m. Mitch from the Mosquito Abatement Board will be present to offer tips and information on mosquito abatement.
- The Top Ladies of Distinction organization will be hosting their "Annual Status of Women Celebrating Change Luncheon" Sunday, April 24, 2015 from 1:30 p.m. to 5 p.m. For more information please call (310) 337-9978.

Meeting adjournment

Almeda Black

Councilperson Sharif offered the following communications/announcements:

- Sheriff's Department "Autism Awareness Event" will be held Saturday, April 23, 2016 at the Sheriff's Youth Athletic League from 11 a.m. to 4 p.m. Attendees must RSVP at (424) 242-3899.
- First United Methodist Church will be hosting their "148th Church Anniversary Celebration" Sunday, April 17, 2016 at 10 a.m.
- Design Day for the South Park playground will be held during the month of June 2016; thanked the Parks and Recreation staff for their efforts to make this project a success.

Mayor Brown offered the following communications/announcements:

- Commented on the success of the South Poinsettia Avenue Block Club meeting.
- A Farmer's Market survey is available in the lobby requesting the resident's experience with Farmer's Markets and how much fruit and vegetables their families eat on a daily basis. The information will help the City apply for Farmer's Market grant funding.

ADJOURNMENT

On motion by Sharif, seconded by Zurita, the meeting was adjourned at 7:09 p.m. in memory of **Almeda Black**, by the following vote on roll call:

AYES: Council Members - Zurita, McCoy, Sharif, Brown

NOES: Council Members – None

ABSENT: Council Members – Galvan

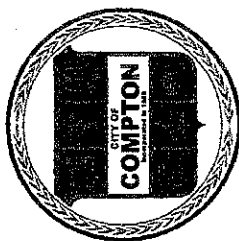
City Clerk of the City of Compton

Mayor of the City of Compton

DATE: APRIL 19, 2016
TO: MAYOR AND COUNCIL MEMBERS
FROM: CITY TREASURER
SUBJECT: INVESTMENT REPORT

IN ORDER TO COMPLY WITH STATE LAW AND THE CITY'S INVESTMENT POLICY, THE ATTACHED REPORT ACCURATELY REFLECTS ALL POOLED INVESTMENTS HELD ON BEHALF OF THE CITY AND SUCCESSOR AGENCY AS OF FEBRUARY 29, 2016.

DOUGLAS SANDERS
CITY TREASURER



CITY OF COMPTON
Portfolio Management
Portfolio Summary
February 29, 2016

City of Compton
205 S. Willowbrook Ave.
Compton, CA 90220
(310)605-5515

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
Pasbook/Checking Accounts -2	707,529.21	707,529.21	707,529.21	2.88	1	1	0.109	0.110
Local Agency Investment Funds	23,772,799.10	23,772,799.10	23,772,799.10	98.62	1	1	0.362	0.367
Managed Pool & Money Market Account	124,455.46	124,455.46	124,455.46	0.51	1	1	0.148	0.150
Investments	24,604,783.77	24,604,783.77	24,604,783.77	100.00%	1	1	0.354	0.359

	February 29	Month Ending	Fiscal Year To Date
Total Earnings			
Current Year		7,050.75	50,704.30
Average Daily Balance		24,742,640.87	22,492,222.28
Effective Rate of Return		0.36%	0.34%

This report reflects all pooled investments in conformity with the investment policy adopted by the City Council Gov Code 53646(b) (3)). The monthly investment report must state the ability of the City to meet its expenditure requirements for the next six months or provide an explanation as to why sufficient cash funds may or may not be available. The investment program should provide sufficient cash to meet six months of estimated expenditures; there should be sufficient cash available. In August 2015 the City completed another TRAN's transaction of approximately \$10 million, the balance due in June 2016. As of February 29, 2016, the eighth month of the 2015/2016 Fiscal Year, the City had an estimated total in the General City Bank account plus LAIF accounts of \$13.5 million. At the time of this report, approximately \$4.7 million in outstanding warrants and payroll funding to be paid to vendors. Our PERS balance is approximately \$5.8 million as of the date of this report period. PERS allocation from the January property tax revenue was approximately \$2.2 million, and approximately \$5.2 million went to US BANK TRUSTEE towards the TRAN's balance. The City will be receiving more tax proceeds in the April 2016 tax distribution. At the time of this report, the Fed did increase the Fund rate by .25% in their December meeting; an increase for the first time in seven years, and they may increase it 2 or 3 more times this year. The City made its major Bond payments in August and September 2015. The most recent major bond payment was for the CRA/SUCCESSOR AGENCY in February 2016. The Sewer and Water Bonds are due in March and September 2016. Over the last 4 1/2 years, our City continues in meeting its obligations to the vendors on payments, due to the combined efforts of Management, The City Controller's office, as well as The Treasurer's office, contributing to the success of our City. The pricing of securities is done by Union Bank and Interactive Data Services. Moody Investor Service rates the State Pool Accounts AAA.

Treasury Rates as of 2/29/16
3 month T-Bill @ 0.3100%
6 month T-Bill @ 0.4600%
1 year T-Bill @ 0.5850%

DOUGLAS SANDERS, CITY TREASURER

4-11-16

Reporting period 02/01/2016-02/29/2016

Run Date: 04/11/2016 - 12:46

Portfolio COMP
AC
PM (PRF_PMT) 7.3.0
Report Ver. 7.3.3b

CITY OF COMPTON
Portfolio Management
Portfolio Details - Investments
February 29, 2016

Page 1

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 380	YTM 365	Days to Maturity	Maturity Date
Passbook/Checking Accounts -2												
5007	5007	Family Self Sufficiency			401,436.60	401,436.60	401,436.60	0.080	0.079	0.080	1	
4000	4000	Neighborhood Improvement			306,092.61	306,092.61	306,092.61	0.150	0.148	0.150	1	
		Subtotal and Average	707,489.52		707,529.21	707,529.21	707,529.21		0.109	0.110	1	
Local Agency Investment Funds												
6000	6000	General City			9,294,055.01	9,294,055.01	9,294,055.01	0.367	0.362	0.367	1	
6011	6011	SA Low Cost Housing			0.00	0.00	0.00	0.367	0.362	0.367	1	
6029	6029	Measure R			505,664.71	505,664.71	505,664.71	0.367	0.362	0.367	1	
6019	6019	EDA Revolving Loan			68,069.34	68,069.34	68,069.34	0.367	0.362	0.367	1	
6002	6002	Prop C			3,759,505.76	3,759,505.76	3,759,505.76	0.367	0.362	0.367	1	
6030	6030	PROP A			2,248,762.89	2,248,762.89	2,248,762.89	0.367	0.362	0.367	1	
6027	6027	River Mountain Conservancy			11,803.88	11,803.88	11,803.88	0.367	0.362	0.367	1	
6007	6007	Successor Agency General			9,622.88	9,622.88	9,622.88	0.367	0.362	0.367	1	
6003	6003	Sewer Bond Proceeds			831,838.98	831,838.98	831,838.98	0.367	0.362	0.367	1	
6022	6022	Regional Park			2,751,680.07	2,751,680.07	2,751,680.07	0.367	0.362	0.367	1	
6021	6021	Retirement Fund			4,291,795.58	4,291,795.58	4,291,795.58	0.367	0.362	0.367	1	
		Subtotal and Average	23,910,730.13		23,772,798.10	23,772,798.10	23,772,798.10		0.362	0.367	1	
Managed Pool & Money Market Account												
5004	5004	Formal Assurance Prg Money Mkt			123,922.28	123,922.28	123,922.28	0.150	0.148	0.150	1	
5005	5005	Rental Rehab Prg Money Market			203.10	203.10	203.10	0.060	0.059	0.060	1	
5003	5003	Residential Rehab Money Market			330.08	330.08	330.08	0.040	0.039	0.040	1	
		Subtotal and Average	124,441.22		124,455.46	124,455.46	124,455.46		0.148	0.150	1	
		Total and Average	24,742,640.87		24,604,783.77	24,604,783.77	24,604,783.77		0.354	0.359	1	

Portfolio COMP
AC
PM (PRF_PM2) 7.3.0

Report Ver. 7.3.3b

CITY OF COMPTON
BANK ACCOUNT BALANCES AS OF
FEBRUARY 29, 2016

FUND #	NAME OF ACCOUNT	BANK NAME	BALANCE
101	PAYROLL	WELLS FARGO BANK	643,372.86
1001	GENERAL CITY ACCOUNT	BANK OF THE WEST	3,210,675.44
1520	MEASURE R	BANK OF THE WEST	265,189.30
2000	PROP A	BANK OF THE WEST	450,917.85
4000	SA GENERAL	BANK OF THE WEST	5,706,047.54
1203	SA LOW COST HOUSING	BANK OF THE WEST	2,645,070.01
2100	PERS	BANK OF THE WEST	1,544,235.81
9203	PUBLIC FINANCE AUTHORITY	BANK OF THE WEST	179,145.40
1001	COC - REGIONAL PARK	BANK OF THE WEST	963.80
2820	COC - FAMILY SELF SUFFICIENCY	BANK OF THE WEST	401,436.60
2754-84-85	JTPA - CAREERLINK	BANK OF THE WEST	428,267.26
2805	HOME LOAN PROGRAM	BANK OF THE WEST	455,213.60
2818	SECTION 108 - HUD FUND	BANK OF THE WEST	2,410,318.50
1022	POLICE DRUG PROPERTY FORFEITURE	BANK OF THE WEST	8,805.90
5116	BOND SEWER CONSTRUCTION FUND	BANK OF THE WEST	8,328.40
6400	LIABILITY	BANK OF THE WEST	80,002.04

#2.

**CITY OF COMPTON
BANK ACCOUNT BALANCES AS OF
FEBRUARY 29, 2016**

FUND #	NAME OF ACCOUNT	BANK NAME	BALANCE
1001	COC - CHANGE FUND	BANK OF THE WEST	103.00
1900	PROP C	BANK OF THE WEST	224,921.82
6300	WORKERS COMP	BANK OF THE WEST	179,012.29
2820	HOUSING AUTHORITY	BANK OF THE WEST	1,766,934.41
1001	EMERGENCY MEDICAL SERVICES COC	BANK OF THE WEST	563,748.73
1061	COPS GRANT WEED AND SEED	BANK OF THE WEST	4,008.53
1001	COC PARKING VIOLATIONS	BANK OF THE WEST	243,612.12
1001	COC UTILITIES BILLINGS	BANK OF THE WEST	995,438.25

April 19, 2016

TO: HONORABLE MAYOR AND COUNCIL MEMBERS

FROM: ROGER HALEY, CITY MANAGER

SUBJECT: REQUEST TO SCHEDULE BUDGET WORKSHOP AND PUBLIC HEARINGS

The City Charter requires that the City Council conduct a public hearing to consider the budget for each fiscal year. Staff is requesting that the City Council schedule the public hearings below for consideration of the Fiscal Year 2016-2017 Budget as follows:

Tuesday, May, 17, 2016	5:35 p.m.
Tuesday, June 14, 2016	5:35 p.m.
Tuesday, June 28, 2016	5:35 p.m. (if necessary)

Staff is also requesting that the City Council schedule the budget workshop as follows:

Tuesday, May 26, 2016	4:00 p.m.
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ROGER HALEY
CITY MANAGER

April 19, 2016

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: CITY ATTORNEY

SUBJ: **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON REVISING THE CITY OF COMPTON'S EXPENSE AND REIMBURSEMENT POLICY AND RESCINDING RESOLUTION NO. 22,083**

SUMMARY

The City Council will consider a resolution that will revise and replace the current "City of Compton's Expense and Reimbursement Policy" and rescind Resolution No. 22,083, which was adopted by the City Council on September 12, 2006.

BACKGROUND

On January 1, 2006, California Assembly Bill 1234 ("AB 1234") became effective.¹ This State law targets the use of public resources and is designed to require local government to act with more transparency when they deal with issues such as compensation and travel reimbursements. AB 1234 added two new articles to the Government Code covering compensation and ethics training applicable to local agencies, whether general law or chartered.

More specifically, this law provides that if authorized by statute, a local agency may reimburse legislative body members for actual and necessary expenses incurred in the performance of their official duties, however, if the local agency provides for such reimbursement then the governing body of the local agency must adopt a written policy, in a public meeting, specifying the types of occurrences that qualify a member to receive reimbursement of expenses relating to travel, meals, lodging and other actual and necessary expenses. If the policy does not describe what shall be considered reasonable reimbursement rates for travel, meals, lodging and other actual and necessary expenses incurred in the performance of a member's official duties, the local agency must use the Internal Revenue Service rates for such reimbursements.

AB 1234 requires that if transportation and/or lodging is in connection with a conference or organized educational activity, the costs thereof shall not exceed the maximum group and/or government rate published by the conference or activity sponsor, provided that rate is available at the time of booking; if not available, the transportation and/or lodging shall be consistent with the

¹ California Government Code, Sections 53232 et seq.

**Staff Report – Resolution Revising Expense and
Reimbursement Policy/Rescind Resolution No. 22,083
April 19, 2016, page 2**

requirements of the local agency's written policy or the Internal Revenue Service rates, if not provided in the policy. Reimbursable expenses that do not fall within the adopted policy or the Internal Revenue Service reimbursable rates must be approved by the governing body at a public meeting before the expense is incurred; otherwise the additional costs must be borne by the member.

If the local agency reimburses a member that member shall be required to submit an expense report within a reasonable time after incurring such expense, accompanied by receipts documenting each expense and provide a brief report on meetings and events attended at the expense of the local agency at the next regular meeting of the legislative body.²

STATEMENT OF THE ISSUE

Section 504 of the *Compton City Charter* provides that ... "[T]he members of the City Council shall receive reimbursement for necessary traveling and other expenses when on official duty out of the City on order of the City Council. In addition, members of the City Council, and the Mayor, shall receive a salary of Six Hundred Dollars (\$600.00) per month." Thus, in compliance with AB 1234, on September 12, 2006, the City Council adopted Resolution No. 22,083, which established a written expense and reimbursement policy.

It has been almost ten (10) years since the City adopted the current policy regarding permissible expenses and reimbursements to the City's local officials. While the City's current policy may be technically sufficient, based on recommendations of the League of California Cities/Institute for Local Government, and comparisons with other cities' policies, it is recommended that the City's policy be updated to provide more succinct guidance, particularly as to matters requiring advance approval of the City Council at public meetings and transportation and lodging costs.

A. General Overview of Policy (Including Revisions)

In general, the attached policy addresses the following matters:

1. Clarifies at the outset, in accordance with state law, that all expenditures of public funds by the City (i.e. by prepayment or use of the City's credit cards) and all reimbursement requests by an official

² All documents related to reimbursable expenditures are public records subject to disclosure under the California Public Records Act.

**Staff Report – Resolution Revising Expense and
Reimbursement Policy/Rescind Resolution No. 22,083
April 19, 2016, page 3**

after he/she has expended his/her own monies must **logically relate to** the conduct of City business, be **necessary** to accomplish the purpose of the City business **and** be **reasonable** in amount.

2. The types of occurrences, activities and events for which the City may prepay or an official may seek reimbursement from the City of expenses which he or she has paid to participate, including examples of expenses that shall not be paid or reimbursed by the City.

Note: The current Policy (Authorized Activities/Expenses) specifies the types of activities/occurrences that will be presumed logically related to and necessary to accomplish the conduct of the City's business and the member's official duties, thus justifying the incurring of reasonable expenses. This Section is revised to add that *international travel and expenses that exceed annual limits in the City's budget for conventions and meetings for each member*, in addition to any activity/occurrence not specified within the policy, must be approved by the City Council at a public meeting before the expense is incurred if prepayment or reimbursement is sought.

3. The types of expenses for which the City shall not prepay or reimburse.

Note: The current Policy (Authorized Activities/Expenses) has been revised to add that expenses for *non-mileage automobile expenses (e.g., vehicle repairs, traffic citations and insurance), personal losses and expenses reimbursed to the member by another agency*.

4. The mode and class of transportation an official may use for which the City may prepay or an official may seek reimbursement from the City, including the requirement that reservations be made far enough in advance to take advantage of discounts. Officials are required to use government and/or group rates for transportation when available whether prepaid by the City or paid for by the official seeking reimbursement.

Note: The current Policy (Transportation/Airfare) has been revised; based on the League of California Cities template and comparisons to other cities' policies; to add that *airfares equal or less than those available through the League of California Cities and State of California websites are presumed economical and reasonable*.

#5.

**Staff Report – Resolution Revising Expense and
Reimbursement Policy/Rescind Resolution No. 22,083
April 19, 2016, page 4**

5. Officials are required to use government and/or group rates for lodging, whether prepaid by the City or paid for by the official seeking reimbursement. Lodging rates equal to or less than the government and/or group rate are presumed to be reasonable.

Note: The current Policy (Lodging) has been revised; based on the League of California Cities template and comparisons to other cities' policies; to add that if the activity sponsor's group or government rate is unavailable that *lodging rates that do not exceed the median prices listed on travel websites (e.g., such as Priceline or equivalent), shall be considered reasonable.*

6. Reimbursement for meals is limited to a maximum of \$75.00 per day, including gratuity unless excepted by the policy.
7. Officials seeking reimbursement for expenses incurred shall submit an Expense Reimbursement Report and accompanying documentation to the City Manager for review within thirty (30) days after incurring the expense. Failure to timely submit the Report and documentation may result in denial of the reimbursement claim.
8. Officials shall provide brief reports on meetings and events attended at the City's expense at the next regular meeting of the legislative body.
9. When an official fails to attend an event after the official has incurred the expenses and seeks reimbursement, the official shall provide a written explanation with the reimbursement report to the City Attorney, explaining the reason(s) he/she was unable to attend so that the City Attorney may determine the legality of the requested reimbursement.
10. When an official fails to attend an event after the City has prepaid an official's expenses, it is the official responsibility to refund such prepaid fees to the City within thirty (30) days of the unattended event unless the official provides a written explanation to the City Attorney within the thirty (30) day period explaining the reason(s) he/she was unable to attend so that the City Attorney may determine the reason(s) given for failure to attend complies with the policy.
11. The City Manager may authorize prepayment by the City and/or use the City's credit cards for limited types of expenses, i.e. conference or event registration, lodging and transportation.

**Staff Report – Resolution Revising Expense and
Reimbursement Policy/Rescind Resolution No. 22,083
April 19, 2016, page 5**

FISCAL IMPACT

No anticipated financial impact to the City is anticipated. Possible financial savings may be realized by following the requirements of the policy.

ALTERNATIVE

None suggested. This Policy is required by State law.

RECOMMENDATION

Staff recommends that the City Council adopt the attached Resolution, which revises Compton's expense and reimbursement policy, and direct all of the City's elected officials, as well as all City Board, Committee and Commission members to immediately comply with the requirements of this revised policy.

**CRAIG J. CORNWELL
CITY ATTORNEY**

APPROVED FOR FORWARDING:

**ROGER L. HALEY
CITY MANAGER**

Attachments: Proposed Resolution
 Proposed Revised Policy
 Existing Policy (adopted 2006)

CJC:RAR:rar

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON
REVISING THE CITY OF COMPTON’S EXPENSE AND REIMBURSEMENT
POLICY AND RESCINDING RESOLUTION NO. 22,083**

WHEREAS, on October 7, 2005, the Governor of the State of California signed Assembly Bill 1234 (codified at California Government Code Section 53232 et seq. and effective as of January 1, 2006) requiring all local agencies that provide any type of compensation, stipend or reimbursement to their local officials for “actual and necessary” expenses incurred in the performance of official duties to publicly adopt a written policy defining authorized reimbursable expenses; and

WHEREAS, the bill further imposes specific requirements relating to travel, meals, lodging and public reporting (including the filing of expense reports) of the use of public resources by officials; and

WHEREAS, the City of Compton takes its stewardship over the use of its limited public resources seriously; and

WHEREAS, on September 12, 2006, the City Council adopted Resolution No. 22,083, which established an Expense and Reimbursement Policy in accordance with the provisions of California Government Code Sections 53232 et seq.; and

WHEREAS, it has been almost ten (10) years since the City adopted the current policy regarding permissible expenses and reimbursements to the City’s local officials. While the City’s current policy may be technically sufficient, based on recommendations of the League of California Cities/Institute for Local Government, and comparisons with other cities’ policies, it is recommended that the City’s policy be updated to provide more succinct guidance, particularly as to matters requiring advance approval of the City Council at public meetings and transportation and lodging costs.

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

Section 1. That Resolution No. 22,083, adopted by the City Council on September 12, 2006 is hereby rescinded.

Section 2. That the attached revised “City of Compton Expense And Reimbursement Policy,” which is in accordance with California Government Code 53232 et seq., is hereby adopted.

Section 3. That each Board, Committee and Commission of the City of Compton that is subject to the provisions of the Ralph M. Brown Act shall also adopt and immediately comply with the requirements of the attached revised policy.

Section 4. That a copy of this Resolution, including the attached revised policy, shall be filed in the offices of the City Manager, City Controller, City Attorney, City Clerk and distributed to each City of Compton Board, Committee and Commission.

Section 5. That the Mayor shall sign and the City Clerk shall attest to the adoption of this Resolution.

ADOPTED this ____ day of _____, 2016.

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, signed by the Mayor, and attested by the City Clerk at a regular meeting thereof held on the ____ day of _____, 2016.

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

CITY OF COMPTON EXPENSE AND REIMBURSEMENT POLICY

[Revised September 2006]

I. DEFINITION:

The purpose of this policy is to publicly adopt a written policy to define and clarify authorized reimbursable general business expenses in accordance with California Government Section 53232 et seq. (AB 1234, October 7, 2005). This policy includes, but is not limited to, travel, business meals, lodging, conference expenses, professional memberships, and other related expenditures incurred while conducting City business. This policy also establishes procedures for authorization and reimbursement of such expenses.

II. APPLICABILITY:

This policy is applicable to all elected officials of the City of Compton, and all Boards, Committees and Commissions (hereinafter "legislative bodies") of the City that are subject to the Ralph M. Brown Act (Government Code Section 54590 et seq.).

III. EXCEPTIONS:

In accordance with Government Code Section 53232.2(f), all expenses that do not fall within this adopted expense and reimbursement policy must be approved by the governing body, in a public meeting, before the expense is incurred.

IV. AUTHORITY:

This policy is adopted under the legal requirements of AB 1234, signed by the Governor of the State of California on October 7, 2005, and adopted accordingly by the City Council of the City of Compton on September 12, 2006.

V. DEFINITIONS:

For the purpose of this policy, the following definitions will be used:

"Elected Officials" - those individuals elected by the citizens to office.

"Governing Body" - the City Council of the City of Compton.

"Legislative Body" - the governing body of a local agency; a commission, committee, board, or other body of a local agency created by charter, ordinance, resolution or formal action of a legislative body.

"Local Agency" - a charter city (i.e. the City of Compton).

"Local Agency Official" (hereinafter "Official") - any member of a local agency legislative body or any elected local agency official who receives any type of

compensation, salary, or stipend or reimbursement for actual and necessary expenses incurred in the performance of official duties.

VI. AUTHORIZATION AND REIMBURSEMENT POLICY FOR TRAVEL AND RELATED EXPENSES:

It is the policy of the City that no official shall sustain personal monetary loss as a result of official duties performed in the service of the City. However, all expenditures and any requests for reimbursement shall "logically relate to" the conduct of City business and shall be "necessary" to accomplish the purposes of such business and shall be "reasonable" in amount.

A. Authorization For Travel and Related Expenses

1. Specific Occurrences/Activities:

City funds, equipment, supplies (including letterhead), titles, and staff time must only be used for authorized City business. Government Code Section 53232.2(b) requires the local agency to specify the types of occurrences that qualify an official of a legislative body to receive reimbursement of expenses relating to travel, meals, lodging, and other actual and necessary expenses. ***Expenses incurred in connection with the following types of activities generally constitute authorized expenses***, as long as the other requirements of this policy are met:

- a. Meetings with government and business leaders where a benefit to the City can be defined.
- b. Conferences, training and educational trips, including visiting other governments to discuss and observe best practices where a benefit to the City can be defined.
- c. Lobbying trips and business-related trips where a benefit to the City can be defined.
- d. Participating in regional, state and national organizations whose activities affect the City's interests.

All other expenditures shall require the approval of the City's governing body, in a public hearing, before the expense is incurred.

Examples of expenses that the City shall not reimburse include, but are not limited to:

- a. The personal portion of any trip.

- b. Family expenses, including partner's expenses when accompanying an official on City-related business, as well as children or pet-related expenses.
- c. Laundry and entertainment expenses, including theater, movies (either in-room or at the theater), sporting events (including gym, massage and/or golf related expenses), or other cultural events.
- d. Political, religious or charitable contributions or events.

2. Transportation:

The most economical mode and class of transportation reasonably consistent with scheduling needs and cargo space requirements should be used, using the most direct and time-efficient route. **Officials shall use government and/or group rates offered by a provider of transportation when available.** The following transportation modes may be employed for the purpose of traveling on City business:

- a. **Domestic Air** - All officials shall utilize coach or tourist class accommodations when traveling within the continental United States by commercial airline. Reservations, where possible, should be made at least **fourteen (14)** or more days in advance to take advantage of all available discounts. Increased fees related to late booking may be disallowed without a sound business reason. Officials may at their own expense pay to upgrade their airline accommodations.
- b. **International Air** - For travel outside of the continental United States, officials may choose to travel business class with sound business justification and benefit to the City.
- c. **Alternate Travel Methods** - Officials who use alternative travel methods, such as commercial bus or train for travel to and from designated places on City business outside the City will be reimbursed for the actual expense of the alternative travel method, not to exceed coach or tourist class airfare.

Officials who use their personal vehicle for travel to and from designated places on City business outside the City will be reimbursed for mileage at the rate established by the Internal Revenue Service in Publication 463, or any successor publication. For officials who receive a monthly auto allowance, the reimbursable mileage is calculated by deducting 100 miles from the total round-trip miles traveled. Officials who do not receive a monthly auto allowance or usage of a City-owned vehicle shall be reimbursed for total round-trip miles. A rental car used as the

primary source of transportation to and from the destination is considered a personal vehicle for purposes of reimbursement.

- d. **Garage and Parking Expenses** - Expenses for necessary parking and storage of personal or City vehicles may be authorized. Receipts should be provided to obtain reimbursement.
- e. **Vehicle Rentals, Taxi, and Transit Fare** - Out of town expenses for such transportation may be authorized where reasonable and necessary to conduct City business. Receipts must be provided to obtain reimbursement. When vehicle rental is chosen over taxi or shuttle service, there should be a business reason or economic benefit to support the rental decision. If rental vehicle is subsequently denied, the related parking fees will also be denied and the official will be reimbursed the round trip shuttle charges.

3. Lodging:

Lodging expenses will be reimbursed when travel on official City business "reasonably requires" an overnight stay.¹ Price is an issue in selecting "adequate lodging". **Officials shall use government and/or group rates offered by a provider of lodging services when available.** Lodging rates equal to or less than government and/or group rates are presumed reasonable. Itemized receipts for lodging must be provided to obtain reimbursement.

If lodging is in connection with a conference or event, lodging expenses must not exceed the group rate published by the conference sponsor for the meeting in question if such rates are available at the time of booking. If the group rate is not available, the official shall use lodging that offers rates comparable to government and/or group rates.

Lodging expenses are limited to the cost of the room plus related taxes. Advance room deposits may be made directly to the hotel. However, in such instances, the advance deposit must appear on the Travel Reimbursement Request form as such.

Local lodging, defined as within 50 miles from City Hall, will not be reimbursed without prior approval by the City Manager. Specific events that may qualify for approval include being a conference presenter before 9 a.m., or an early morning departure following a meeting/function the night before that ends after 9 p.m.

¹ Lodging expenses shall generally be limited to the days of the conference or event. Lodging expenses for the day before and/or the day after the conference or event may be approved for prepayment or reimbursement if the program for the first day of the conference or event begins by or before 9 a.m. and/or the program for the last day of the conference or event concludes after 4 p.m.

4. Out of Town Meals:

Reasonable and customary expenses for meals are authorized for officials as required to conduct official City duties. Officials traveling on City business shall be entitled to reimbursement of expenses incurred for necessary meals not to exceed breakfast, lunch, and dinner in any one day. The maximum that will be reimbursed for meals in one day is **Seventy-Five Dollars (\$75.00)**, including gratuity. This sum can be split among meals as desired and should be reduced accordingly for less than full business days. Officials who, during the normal course of performing their duties, must provide meals for representatives of other governmental agencies or other persons doing business with the City in order to most effectively execute their responsibilities are authorized to exceed the meal allowance, but must use prudent judgment and are subject to challenge for excessive amounts. In such cases, the meal must be documented with a description of the purpose of the meal(s), including an explanation of its necessity to the City; and a list of all persons, including other officials who were in attendance, specifying their organizations and/or titles.

Alcohol expenses will not be reimbursed.

5. Telephone/Fax/Internet:

Officials will be reimbursed for actual telephone and fax expenses incurred on City business. Telephone bills should identify which calls were made on City business.

Officials will be reimbursed for Internet access connection and/or usage fees away from home, not to exceed **Fifteen Dollars (\$15.00)** per day, if Internet access is necessary for City-related business.

6. Other/Miscellaneous:

Baggage handling fees of up to **\$1.00** per bag and gratuities of up to **15 percent (15%)** for hotel and transportation purposes will be reimbursed. Expenses for which City officials receive reimbursement from another agency are not reimbursable.

All items of expense otherwise unclassified shall be considered in this category. Examples of such expenses which may be authorized are duplicating expenses and the cost of publications of value to the City.

B. Reimbursement For Travel and Related Expenses**1. Expense Reports and Submission Deadlines:**

In accordance with Government Code Section 53232.3, reimbursable expenses shall include, but not be limited to, meals, lodging and travel. Officials shall submit expense reports to the City Manager within a reasonable time after

incurring the expense, which is defined as **forty-five (45) days**, and the reports shall be accompanied by the receipts documenting each expense necessary to meet this policy for expenditure of public resources. In the event the City Manager is uncertain as to whether an expense is reimbursable in accordance with this policy, the City Manager may seek the advice of the City Attorney. Documentation required includes, but is not limited to:

- a. Credit card and/or cash payment receipts.
- b. Meal, hotel, transportation and other expense receipts.
- c. Conference brochure.
- d. Meeting agenda.
- e. Trip or meeting purpose.
- f. Other attendees at a meal or meeting.

The reason for the expenses should be clearly documented on the Expense Reimbursement Report or in the attached documents.

Convention or meeting registration fees qualify for reimbursement. In cases where early registration is not possible, a receipt or registration form illustrating the fee amount must be provided with the reimbursement request. In all cases, a brochure or registration document must accompany the request.

All expenses are subject to verification that they comply with this policy. The information submitted in the report is a public record.

2. Reports to City's Governing Body:

In accordance with Government Code Section 53232.3(d), each official shall provide a brief report on meetings and events attended at the expense of the local agency at the next regular meeting of the local agency. If multiple officials attend an event, a joint report may be made.² The official may give either a written or oral report.³

3. Reimbursement For No Shows and Late Cancellations:

This section addresses situations where an official fails to attend an event after the official has incurred the expenses and seeks reimbursement from the Local Agency.

If an official is unable to attend a planned trip or event, it is the official's responsibility to attach a written explanation to the Travel Reimbursement Request form addressing the reason(s) he or she was **unable** to attend (ex.

² In making a joint report, officials should be mindful of the open meeting laws governing communications among members of a legislative body (i.e. the Brown Act). Officials should not discuss among themselves the content of a joint report in advance of a public meeting; however, one official can be the lead on the report during the public meeting and then ask others if anything was omitted.

³ The report, whether written or oral, should be agendaized in compliance with the Brown Act.

unexpected illness, injury or death in the family, etc.). The City Attorney will determine whether the reason(s) given for the failure to attend complies with this policy. If it is determined that the reason(s) given do not comply with this policy, the reimbursement request may be denied.

C. City Prepayment and Credit Card Use Policy

The City does not issue credit cards to individual local agency officials but does have Local Agency credit cards for selected City expenses.⁴ The City Manager or his/her designee may authorize prepayment by the City and/or use of the City's credit cards for the following types of expenses only: conference or event registrations, airline, bus or train tickets and lodging expenses for officials.

The provisions of **Section VI.A. (Authorization for Travel and Related Expenses)** shall be applicable to the City's prepayment and credit card use practices.

1. Refunds to City For No Shows and Late Cancellations:

If the City has prepaid an official's expenses and the official is unable to attend a planned trip or event, it is the official's responsibility to ensure any prepaid and/or credit card fees are refunded within **thirty (30) days** of the unattended event to the City. For any fees not fully refunded, the official shall provide the City Attorney with a written explanation within **thirty (30) days** of the unattended event addressing the reason(s) he or she was **unable** (ex. unexpected illness, injury or death in the family, etc.) to attend. The City Attorney will determine whether the reason(s) given for the failure to attend complies with this policy. If it is determined that the reason(s) given do not comply with this policy, the official shall promptly refund the City. Failure of the official to provide a written explanation addressing the reason(s) he or she was unable to attend the event and/or to refund the City for any prepaid and/or credit cards fees, may result in the fees being deducted from the officials' compensation, salary or stipend, in addition to other remedies identified in Section VIII of this policy.

VII. ETHICS TRAINING

Each official shall receive at least two hours of training in general ethics principles and ethics laws relevant to his or her public service every two years, with the initial training occurring before January 1, 2007. The form of such training shall meet the requirements of California Government Code Section 53234 et seq.

⁴ Use of Local Agency credit card(s) by the City Manager is authorized pursuant to Resolution No. 21,759 adopted on October 11, 2005.

VIII. VIOLATION OF THIS POLICY

Use of public resources or falsifying expense reports in violation of this policy may result in any or all of the following: a) loss of reimbursement privileges; b) a demand for restitution to the City; c) the City's reporting the expenses as income to the official to state and federal tax authorities; d) civil penalties of up to \$1,000.00 per day and three times the value of the resources used; and, e) prosecution for misuse of public resources.

CITY OF COMPTON EXPENSE AND REIMBURSEMENT POLICY

[Revised 2016]

I. POLICY PURPOSE:

The purpose of this policy is to publicly adopt a written policy to define and clarify authorized reimbursable general business expenses in accordance with California Government Section 53232 et seq. (AB 1234). This policy includes, but is not limited to travel, business meals, lodging, conference expenses, professional memberships, and other related expenditures incurred while conducting City business. This policy also establishes procedures for authorization and reimbursement of such expenses.

II. APPLICABILITY:

This policy is applicable to all elected officials of the City of Compton, and all Boards, Committees and Commissions (hereinafter “legislative bodies”) of the City that are subject to the Ralph M. Brown Act (Government Code Section 54590 et seq.).

III. DEFINITIONS:

For the purpose of this policy, the following definitions will be used:

“**Elected Officials**” - those individuals elected by the citizens to office.

“**Governing Body**” – the City Council of the City of Compton.¹

“**Legislative Body**” – the governing body of the City of Compton; a commission, committee, board, or other body of the City of Compton created by charter, ordinance, resolution or formal action of the City Council.

“**Local Agency**” – the City of Compton.

“**Local Agency Official**” (hereinafter “Official”) – any member of a local agency legislative body and/or any elected local agency official who receives any type of compensation, salary, or stipend or reimbursement for actual and necessary expenses incurred in the performance of official duties.

IV. AUTHORIZATION FOR TRAVEL AND RELATED EXPENSES:

It is the policy of the City that no official shall sustain personal monetary loss as a result of official duties performed in the service of the City. However, all expenditures and any requests for reimbursement shall “logically relate to” the conduct of City business and shall be “necessary” to accomplish the purposes of such business and shall be “reasonable” in amount.

¹ This policy shall apply when City Council members act as members of the City’s other legislative bodies (e.g. Public Finance Authority, Urban Community Development Commission and Successor Agency).

A. **Authorized Activities/Expenses.** City funds, equipment, supplies (including letterhead), titles and staff time must only be used for authorized City business. Government Code Section 53232.2(b) requires a local agency to specify the types of occurrences that qualify an official of a legislative body to receive reimbursement of expenses relating to travel, meals, lodging and other actual and necessary expenses. **Expenses incurred in connection with the following types of activities generally constitute authorized expenses,** as long as the other requirements of this policy are met:

1. Communicating/meeting with representatives of regional, state and national governments on City adopted policy positions;
2. Attending conferences, educational seminars and training designed to improve officials' skill and information levels;
3. Participating in regional, state and national organizations whose activities affect the City's interests; and
4. Implementing a City-approved strategy for attracting or retaining businesses to the City.

Expenditures incurred in connection with activities or events not listed above require approval by the City Council, in a public meeting before the expense is incurred. In addition, the following require prior City Council authorization:

1. International travel; and
2. Expenses which exceed the annual limits established/allocated in the City's annual budgets for conventions and meetings for each official.

Examples of expenses that the City shall not reimburse include, but are not limited to:

1. The personal portion of any trip;
2. Political, religious or charitable contributions or events;
3. Family expenses, including but not limited to partner's expenses when accompanying an official on City-related business, as well as children or pet-related expenses;
4. Laundry and entertainment expenses, including but not limited to theater, movies (either in-room or at the theater), sporting events (including gym, massage and/or golf related expenses) or other cultural events;
5. Expenses for which the City official receives reimbursement from another agency;
6. Non-mileage personal automobile expenses, including repairs, traffic citations or insurance; and

7. Personal losses incurred while on City business.

B. City Prepayment and Credit Card Use Policy. The City does not issue credit cards to individual local agency officials but may have Local Agency credit cards for selected City expenses.² The City Manager or his/her designee may authorize prepayment by the City and/or use of the City's credit cards for the following types of expenses only: conference or event registrations, airline, bus or train tickets and lodging expenses for officials.

The provisions of Section IV.A. above (Authorized Activities/Expenses) shall be applicable to the City's prepayment and credit card use practices.

C. Transportation. The most economical mode and class of transportation reasonably consistent with scheduling needs and cargo space requirements shall be used, using the most direct and time-efficient route. Government and/or group rates offered by a provider of transportation services shall be used when available.

1. Airfare.

- a. **Domestic Air.** All officials shall utilize coach or tourist class accommodations when traveling within the continental United States by commercial airline. Reservations, where possible, should be made far enough in advance to take advantage of all available discounts. Increased fees related to late booking may be disallowed without a sound business reason. Airfares that are equal or less than those available through the Enhanced Local Government Airfare Program offered through the League of California Cities (www.cacities.org/travel) and the State of California are presumed to be the most economical and reasonable for purposes of prepayment or reimbursement under this policy. Officials may at their own expense pay to upgrade their airline accommodations.
- b. **International Air.** For travel outside of the continental United States, officials may choose to travel business class with sound business justification and benefit to the City. Prior approval by the City Council is required.
- c. **Alternate Travel Methods.** Officials who use alternative travel methods, such as commercial bus or train for travel to and from designated places on City business outside the City will be prepaid or reimbursed for the actual expense of the alternative travel method, not to exceed coach or tourist class airfare.

2. Automobile.

- a. **Personal Vehicles.** Officials who use their personal vehicle for travel to and from designated places on City business outside the City will be reimbursed for mileage at Internal Revenue Service rates presently in effect. These rates are designed to compensate the driver for gasoline,

² Use of Local Agency credit card(s) by the City Manager is authorized pursuant to Resolution No. 21,759 adopted on October 11, 2005.

insurance, maintenance and other expenses associated with operating the vehicle. This amount does not include bridge and road tolls, which are also reimbursable. For officials who receive a monthly auto allowance, the reimbursable mileage is calculated by deducting 100 miles from the total round-trip miles traveled. A rental car used as the primary source of transportation to and from the destination is considered a personal vehicle for purposes of reimbursement.

- b. Rental Vehicles. Out-of-town expenses for such transportation may be authorized where reasonable and necessary to conduct City business. When vehicle rental is chosen over taxi or shuttle service, there should be a business reason or economic benefit to support the rental decision. Rental rates that are equal or less than those available through the State of California's website (<http://www.catravelmart.com/default.htm>) shall be considered the most economical and reasonable for purposes of reimbursement under this policy.
- c. Taxis/Shuttles. Taxis or shuttles fares may be reimbursed, including a fifteen percent (15%) gratuity per fare, when the cost of such fares is equal or less than the cost of car rentals, gasoline and parking combined, or when such transportation is necessary for time-efficiency.
- d. Garage and Parking Expenses. Expenses for necessary parking and storage of personal, rental or City vehicles may be authorized.
- e. Airport Parking. Long-term parking must be used for travel exceeding 24 hours.

D. Lodging. Lodging expenses will be prepaid or reimbursed when travel on official City business "reasonably requires" an overnight stay.³

- 1. **Conferences/Meetings.** If such lodging is in connection with a conference, meeting or seminar, lodging expenses shall not exceed the group rate published by the conference, meeting or seminar sponsor for the event in question if such rates are available at the time of booking. If the group rate is not available, please see the next section below.
- 2. **Other Lodging.** Travelers shall request government rates when available. Lodging rates that are equal or less to government rates are presumed to be reasonable and hence reimbursable or subject to prepayment for purposes of this policy.
 - (Median Hotel Cost): In the event that government rates are not available at a given time or in a given area, lodging rates that do not exceed the median retail price for lodging for that area listed

³ Lodging expenses shall generally be limited to the days of the conference or event. Lodging expenses for the day before and/or the day after the conference or event may be approved for prepayment or reimbursement if the program for the first day of the conference or event begins by or before 9 a.m. and/or the program for the last day of the conference or event concludes after 4 p.m.

on websites like www.priceline.com or an equivalent service shall be considered reasonable and hence reimbursable.

Lodging expenses are limited to the cost of the room plus related taxes. Advance room deposits may be made directly to the hotel; however, in such instances, the advance deposit must appear on the Travel Reimbursement Request form as such.

Local lodging, defined as within 50 miles from City Hall, will not be prepaid by the City or reimbursed without prior approval by the City Manager. Specific events that may qualify for approval include being a conference presenter before 9 a.m., or an early morning departure following a meeting/function the night before that ends after 9 p.m.

E. Meals. Reasonable and customary expenses and associated gratuities for meals are authorized for officials as required to conduct official City duties. Officials traveling on City business shall be entitled to reimbursement of expenses incurred for necessary meals not to exceed breakfast, lunch, and dinner in any one day. The maximum that will be reimbursed for meals in one day, per official is **Seventy-Five Dollars (\$75.00)**, including gratuity. This sum can be split among meals as desired and should be reduced accordingly for less than full business days. Officials who, during the normal course of performing their duties, must provide meals for representatives of other governmental agencies or other persons doing business with the City in order to most effectively execute their responsibilities are authorized to exceed the meal allowance, but must use prudent judgment and are subject to challenge for excessive amounts. In such cases, the meal must be documented with a description of the purpose of the meal(s), including an explanation of its necessity to the City; and a list of all persons, including other officials who were in attendance, specifying their organizations and/or titles.

Alcohol/personal bar expenses will not be reimbursed.

F. Telephone/Fax/Internet. Officials will be reimbursed for actual telephone and fax expenses incurred on City business. Telephone bills should identify which calls were made on City business.⁴

Officials will be reimbursed for Internet access connection and/or usage fees away from home, not to exceed Fifteen Dollars (\$15.00) per day, if Internet access is necessary for City-related business.

G. Other/Miscellaneous. Baggage handling fees of up to \$1.00 per bag and gratuities of up to fifteen percent (15%) for hotel and transportation purposes will be reimbursed.

V. REIMBURSEMENT POLICY FOR TRAVEL AND RELATED EXPENSES:

A. Expense Report Content and Submission Deadline. In accordance with Government Code Section 53232.3, reimbursable expenses shall include, but not be limited to meals, lodging and travel. Officials shall submit expense reports on the forms provided by the City to the City Manager within a reasonable time after incurring the

⁴ Officials shall not be reimbursed for telephone expenses if they have use of a City-provided cellular telephone or the City pays for or reimburses the official for use of their personal cellular telephone.

expense, which is defined as **thirty (30) calendar days**, and the report forms shall be accompanied by the receipts documenting each expense necessary to meet this policy for expenditure of public resources. Inability to provide such documentation in a timely fashion may result in the expense being borne by the official. Documentation required includes, but is not limited to:

- Credit card and/or cash payment receipts.
- Meal, hotel, transportation and other expense receipts.
- Conference brochure.
- Meeting agenda.
- Trip or meeting purpose.
- Other attendees at a meal or meeting.

The reason for the expenses should be clearly documented on the Expense Reimbursement Report form or in the attached documents.

Convention or meeting registration fees qualify for prepayment by the City or reimbursement. In cases where early registration is not possible, a receipt or registration form illustrating the fee amount must be provided with the reimbursement request. In all cases, a brochure or registration document must accompany the request.

All expenses are subject to verification that they comply with this policy. In the event the City Manager is uncertain as to whether an expense is reimbursable in accordance with this policy, the City Manager may seek the advice of the Office of the City Attorney.

B. Reports to Legislative Body. In accordance with Government Code Section 53232.3(d), at the following City legislative body meeting, each official shall provide a brief report on any meetings attended at City expense, as well as any conferences, educational seminars or other activities attended at the public's expense. If multiple officials attend an event, a joint report may be made.⁵ The report may be written or oral.⁶

City officials should keep in mind that some expenditures may be subject to reporting under the Political Reform Act and other laws. All City expenditures are public records subject to disclosure under the Public Records Act and other laws.

C. Reimbursement For No Shows and Late Cancellations. If an official is unable to attend a planned trip or event, it is the official's responsibility to attach a written explanation to the Travel Reimbursement Request form addressing the reason(s) he or she was **unable** to attend (ex. unexpected illness, injury or death in the family, etc.). The Office of the City Attorney shall determine whether the reason(s) given for the failure to attend complies with this policy. If it is determined that the reason(s) given do not comply with this policy, the reimbursement request may be denied.

⁵ In making a joint report, officials should be mindful of the open meeting laws governing communications among members of a legislative body (i.e. the Brown Act). Officials should not discuss among themselves the content of a joint report in advance of a public meeting; however, one official can be the lead on the report during the public meeting and then ask others if anything was omitted.

⁶ The report, whether written or oral, should be agendized in compliance with the Brown Act.

D. Refunds to City For No Shows and Late Cancellations. If the City has prepaid an official's expenses and the official is unable to attend a planned trip or event, it is the official's responsibility to ensure any prepaid and/or credit card fees are refunded within **thirty (30) days** of the unattended event to the City. For any fees not fully refunded, the official shall provide the Office of the City Attorney with a written explanation within **thirty (30) days** of the unattended event addressing the reason(s) he or she was **unable** to attend. The Office of the City Attorney shall determine whether the reason(s) given for the failure to attend complies with this policy. If it is determined that the reason(s) given do not comply with this policy, the official shall promptly refund the City.

Failure of the official to provide a written explanation addressing the reason(s) he or she was unable to attend the event and/or to refund the City for any prepaid and/or credit cards fees, may result in the fees being deducted from the officials' compensation, salary or stipend, in addition to other remedies identified in Section VI, below, of this policy.

VI. VIOLATION OF THIS POLICY: Under State law, use of public resources or falsifying expense reports in violation of this policy may result in any or all of the following:

- A) Loss of reimbursement privileges;
- B) A demand for restitution to the City;
- C) The City's reporting the expenses as income to the official to state and federal tax authorities;
- D) Civil penalties of up to \$1,000.00 per day and three times the value of the resources used; and,
- E) Prosecution for misuse of public resources.

RESOLUTION SIGN-OFF FORM

DEPARTMENT: City Attorney

RESOLUTION TITLE: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON REVISING THE CITY OF COMPTON'S EXPENSE AND REIMBURSEMENT POLICY AND RESCINDING RESOLUTION NO. 22,083

Ruth Rugley
DEPARTMENT MANAGER’S SIGNATURE

3/28/2016 9:22:00 AM
DATE

REVIEW / APPROVAL

Ruth Rugley
CITY ATTORNEY

4/14/2016 12:04:12 PM
DATE

Stephen Ajobiewe
CITY CONTROLLER

3/30/2016 1:27:23 PM
DATE

Roger Haley
CITY MANAGER

3/30/2016 7:02:50 AM
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.

April 19, 2016

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

**FROM: MARVIN C. HUNT, DIRECTOR
PARKS AND RECREATION DEPARTMENT**

**SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
COMPTON APPROVING IN-KIND CONTRIBUTIONS IN SUPPORT
OF THE 2016 CINCO DE MAYO FAMILY FESTIVAL ON MAY 6 – 8,
2016**

SUMMARY

This resolution approves in-kind venue rental fee contributions in support of the First Annual 2016 Cinco de Mayo Family Festival.

BACKGROUND

On April 1, 2016, the City received a proposal from *Work It Productions* and *Tele Digital Media* to promote, coordinate and plan the ***First Annual Cinco de Mayo Family Festival***. The event is planned to take place at the Compton Par 3 Golf Course on May 6 – 8, 2016. The event will consist of live entertainment, food, information and exhibitor booths, as well as a mini-carnival and game booths. There will be no charge for community residents to attend. Event producers estimate a daily average of 500 – 1,000 City of Compton residents each day.

The City of Compton has coordinated and hosted several special events at the Compton Par 3 Golf Course. The events have always provided an enormous community benefit by creating economic stimulus and promoting community pride within the City.

STATEMENT OF ISSUE

The event producers, *Work It Productions* and *Tele Digital Media*, is requesting in-kind use of the Compton Par 3 Golf Course on May 6 - 8, 2016 to host the First Annual Cinco de Mayo Family Festival. The City of Compton has been asked to support the First Annual Cinco de Mayo Family Festival through approving the use of the Compton Par 3 Golf Course. Given this request is to support the utilization of a City facility, it requires City Council action.

The following information will serve to provide a brief description of the logistical components of the event:

Operational Schedule

The 2016 Cinco de Mayo Family Festival is slated to be held at the Compton Par 3 Golf Course located at 6400 East Compton Blvd. Compton, CA 90221. Operational schedule is listed below:

- Friday, May 6, 2016 – 6pm – 9pm
- Saturday, May 7, 2016 – 12pm – 10pm
- Sunday, May 8, 2016 – 12pm – 8pm

Revenue

The event producers are estimating approximately \$205,000 in revenue over the three-day event. Sources of income will include food booths, vendor/sponsor booths, carnival rides, sponsors, beer & wine garden sales and VIP dinner booth sales. The event producers will also cover 100% of City staffing cost with a 35% net revenue donation back to the City for Youth Sport Programs. The City will establish a special event fund for this event and track all revenue and expenditures.

Parking

The event producers will be coordinating with the Compton Unified School District to use both Dominguez High School and Clinton Elementary School for parking. A parking site plan (Exhibit C) has been created to illustrate the designated parking areas.

Security

The event producers have secured 24 security guards from Total Protection Group to ensure the safety for the Cinco de Mayo Family Festival. Security personnel will coordinate with the Compton Sheriff Department on security protocols; interior patrols, parking patrols, bag search at entry area, metal detectors for participants, VIP, and stage area.

Vendors

Approved food, exhibitor, and sponsor booths will line both the east and west perimeter areas of the location.

Entertainment

Live entertainment will be provided on the event stage. A complete lineup of all entertainment will be made available for both event dates.

Staff Report – Resolution Approving In Kind
Contributions in Support of the Cinco de Mayo Family Festival
April 19, 2016, page 3

Site / Event Plan

A site/event plan (Exhibit A) has been created for this event.

Staffing

The following are the estimated staffing expenditures for the event:

Parks & Recreation Department

May 7, 2016 Shuttle	Paratransit	10 hours	\$24.03	\$240.30
May 7, 2016 Shuttle	Paratransit	10 hours	\$24.03	\$240.30
May 7, 2016 Shuttle	Paratransit	9 hours	\$24.03	\$216.27
May 7, 2016 Shuttle	Paratransit	9 hours	\$24.03	\$216.27
Total		38 hours	\$96.12	\$913.14

General Services

May 4, 2016 Set-up	Custodian	6 hours	\$30.01	\$180.06
May 4, 2016 Set-up	Custodian	6 hours	\$30.01	\$180.06
May 4, 2016 Set-up	Custodian	6 hours	\$30.01	\$180.06
May 7, 2016 Event	Custodian	5 hours	\$30.01	\$150.05
May 7, 2016 Event	Custodian	5 hours	\$32.63	\$163.15
May 8, 2016 Event	Custodian	5 hours	\$30.01	\$150.05
May 8, 2016 Event	Custodian	5 hours	\$32.63	\$163.15
Total		38 hours	\$215.31	\$1,166.58

Public Works

Assistant Civil Engineer	20 hours	\$46.08	\$ 921.60
MWIII	30 hours	\$42.55	\$1,276.50
MWII	30 hours	\$39.75	\$1,192.50
MWI	30 hours	\$37.26	\$1,178.00
MWI	30 hours	\$37.26	\$1,178.00
Storekeeper	30	\$22.57	\$ 677.10
Pickup Truck	3 days	\$215.20	\$1,291.20
Total			\$7,714.90

Compton Sheriff's

May 6, 2016	1 Lieutenant, 1 Sergeant, 11 Deputies	5 hours	\$5,438.80
May 7, 2016	1 Lieutenant, 3 Sergeant, 40 Deputies	12 hours	\$43,271.52
May 8, 2016	1 Lieutenant, 3 Sergeant, 40 Deputies	12 hours	\$43,271.52
Total		29 hours	\$91,981.84

#6.

**Staff Report – Resolution Approving In Kind
Contributions in Support of the Cinco de Mayo Family Festival
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Fire Department

May 6, 2016 Event	F. Marshall	7 hours	\$ 648.97
May 6, 2016 Event	F. Marshall	7 hours	\$ 648.97
May 6, 2016 Event	F. Marshall	7 hours	\$ 648.97
May 7, 2016 Event	F. Marshall	7 hours	\$1,205.23
May 7, 2016 Event	F. Marshall	7 hours	\$1,205.23
May 7, 2016 Event	F. Marshall	7 hours	\$1,205.23

May 7, 2016 Event	Paramedic	7 hours	\$ 688.48
May 7, 2016 Event	Paramedic	7 hours	\$ 688.48
May 8, 2016 Event	F. Marshall	7 hours	\$1,205.23
May 8, 2016 Event	F. Marshall	7 hours	\$1,205.23
May 8, 2016 Event	F. Marshall	7 hours	\$1,205.23
May 8, 2016 Event	Paramedic	7 hours	\$ 688.48
May 8, 2016 Event	Paramedic	7 hours	\$ 688.48

Total \$11,932.21

Parking Enforcement

Total \$15,025.00

Building & Safety

Total \$ 1,320.00

Maintenance

Total \$ 5,112.99

ALTERNATIVE

Alternatively, City Council can elect not to support the Cinco de Mayo Family Festival.

FISCAL IMPACT

Based on the commitment of Work It Productions and Tele-Digital to cover 100% of all costs, therefore, there will be no impact to the City's General Fund. The event producers have agreed to cover 100% of the City personnel cost as well as donate 35% of the net earnings from the event back to the City. The event producer will pay all fees by May 12, 2016.

Staff Report – Resolution Approving In Kind
Contributions in Support of the Cinco de Mayo Family Festival
April 19, 2016, page 5

RECOMMENDATION

Staff recommends adoption of the attached resolution.

**MARVIN C. HUNT, DIRECTOR
PARKS AND RECREATION DEPARTMENT**

APPROVED FOR FORWARDING:

**ROGER L. HALEY
CITY MANAGER**

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON
APPROVING IN-KIND CONTRIBUTIONS IN SUPPORT OF THE 2016
CINCO DE MAYO FAMILY FESTIVAL ON MAY 6 – 8, 2016

WHEREAS, on April 1, 2016, the City received a proposal from Work It Productions and Tele Digital Media (Event Producers) to coordinate and plan the First Annual Cinco de Mayo Family Festival; and

WHEREAS, the event is will be conducted at the Compton Par 3 Golf Course on May 6 – 8, 2016 and will feature live entertainment, food and vendor booths, carnival rides, and game booths ; and

WHEREAS, the Cinco de Mayo Family Festival provides an enormous community benefit by creating economic stimulus and promoting community pride within the City; and

WHEREAS, City staffing cost for this event will include the following:

Parks & Recreation Department	
Total Staffing Cost:	\$ 913.14
General Services	
Total Staffing Cost:	\$1,166.58
Public Works	
Total Staffing Cost:	\$7,714.90
Compton Sheriff’s	
Total Staffing Cost:	\$91,981.84
Fire Department	
Total Staffing Cost:	\$11,932.21
Parking	
Total Staffing Cost:	\$15,025.00
Building & Safety	
Total Staffing Cost:	\$ 1,320.00
Maintenance	
Total Staffing Cost:	\$5,112.99

WHEREAS, the event producers will be responsible for 100% of the above listed City staffing cost with a 35% net revenue donation back to the City for Youth Sport Programs.; and

WHEREAS, the City agrees to provide the following facility usage as in kind service contribution:

FACILITY USAGE:

COMPTON PAR 3 GOLF COURSE – 6400 East Compton Blvd., Compton, CA 90221

OPERATIONAL SCHEDULE

Friday, May 6, 2016 – 6pm – 9pm
Saturday, May 7, 2016 – 12pm – 10pm
Sunday, May 8, 2016 – 12pm – 8pm

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

Section 1. That the City Manager is authorized to enter into an agreement, upon the advice of the City Attorney, with Work It Productions and Tele Digital Media for event production services to hold the First Annual Cinco de Mayo Family Festival.

Section 2. That Work It Productions and Tele Digital Media shall provide the City Manager with proof of insurance coverage for this event, listing the City of Compton as an additional insured, and at an amount approved by the City’s Risk Management Division, prior to the event’s set up day.

Section 3. That the City Council of the City of Compton does hereby approve in-kind contributions referenced above in support of the 2016 Cinco de Mayo Family Festival May 6 – 8, 2016, including May 4, 2016 as the set up day.

Section 4. That a certified copy of this Resolution shall be filed in the offices of the City Manager, City Clerk, City Controller, City Attorney and Parks and Recreation Departments.

Section 5. That the Mayor shall sign and the City Clerk shall attest to the adoption of this Resolution.

ADOPTED this ____ day of _____, 2016.

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:)

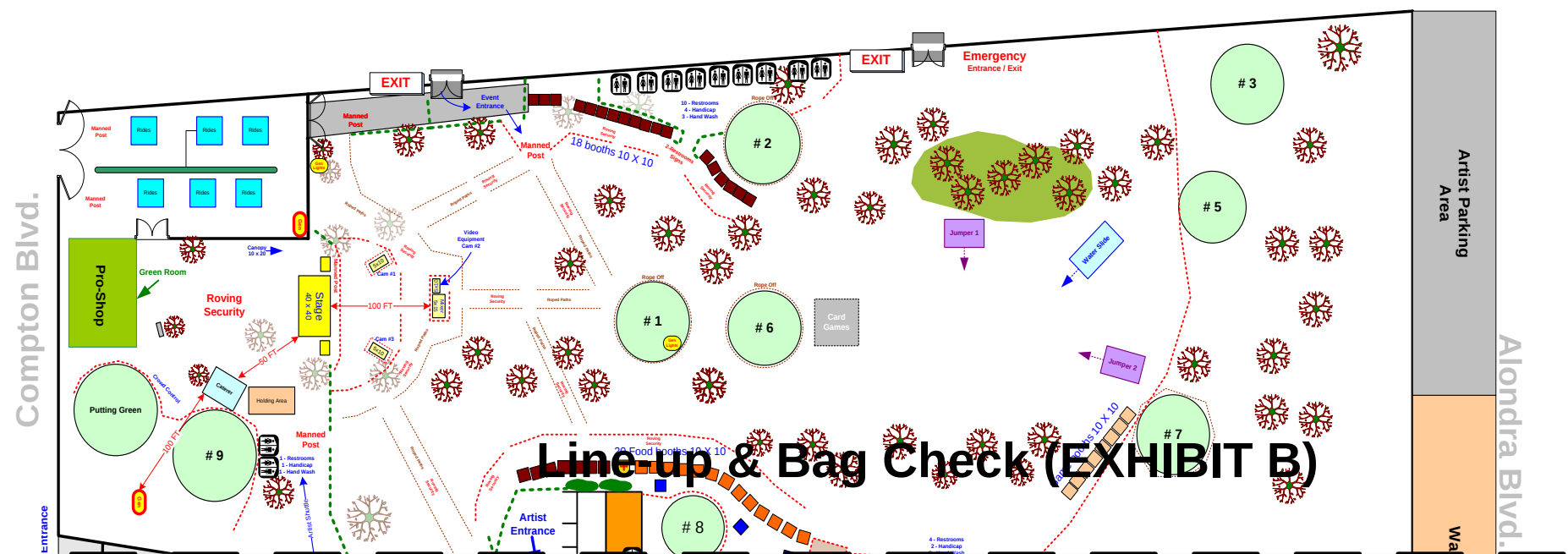
I, Alita Godwin, City Clerk of the City of Compton hereby certify that the foregoing Resolution was adopted by the City Council of the City of Compton, signed by the Mayor, and attested by the City Clerk at the regular meeting thereof held on the ____ day of _____, 2016.

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

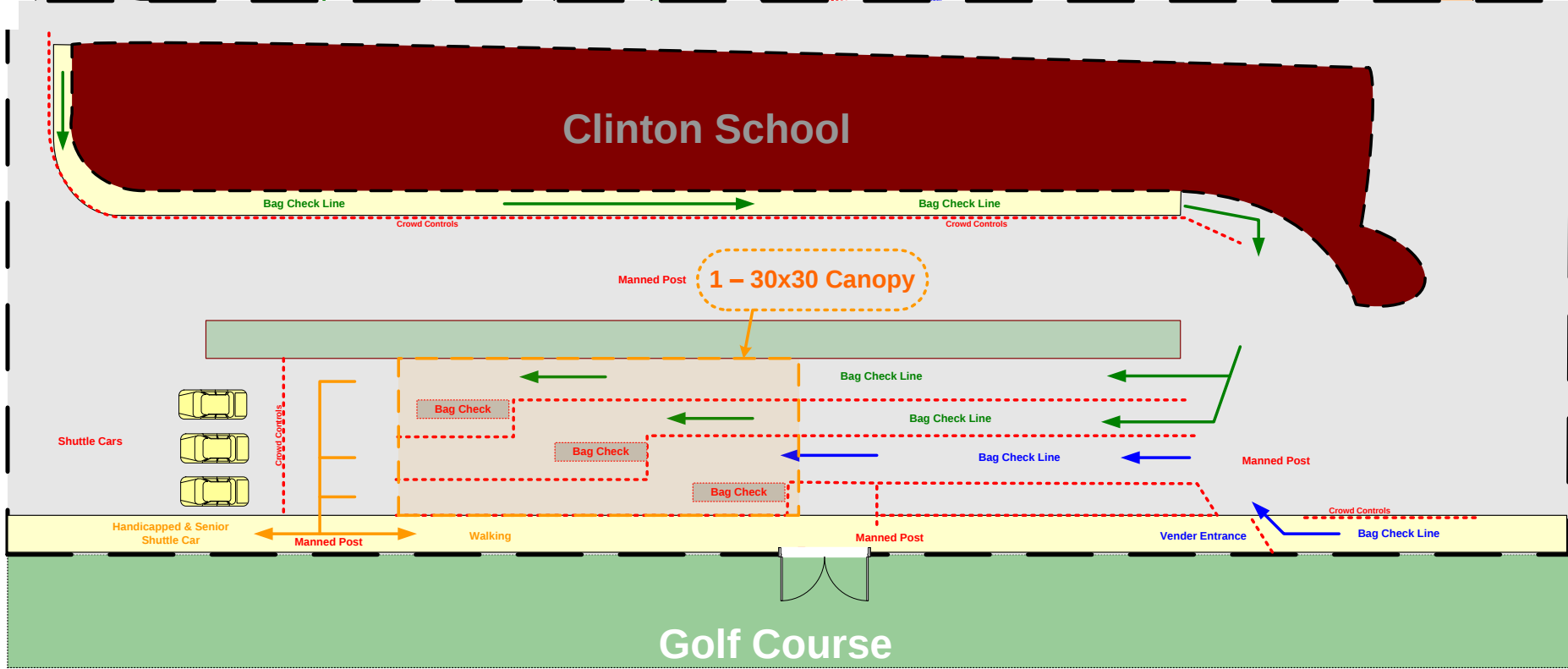
AYES: COUNCIL MEMBERS-
NOES: COUNCIL MEMBERS-
ABSENT: COUNCIL MEMBERS-
ABSTAIN: COUNCIL MEMBERS-

CITY CLERK OF THE CITY OF COMPTON

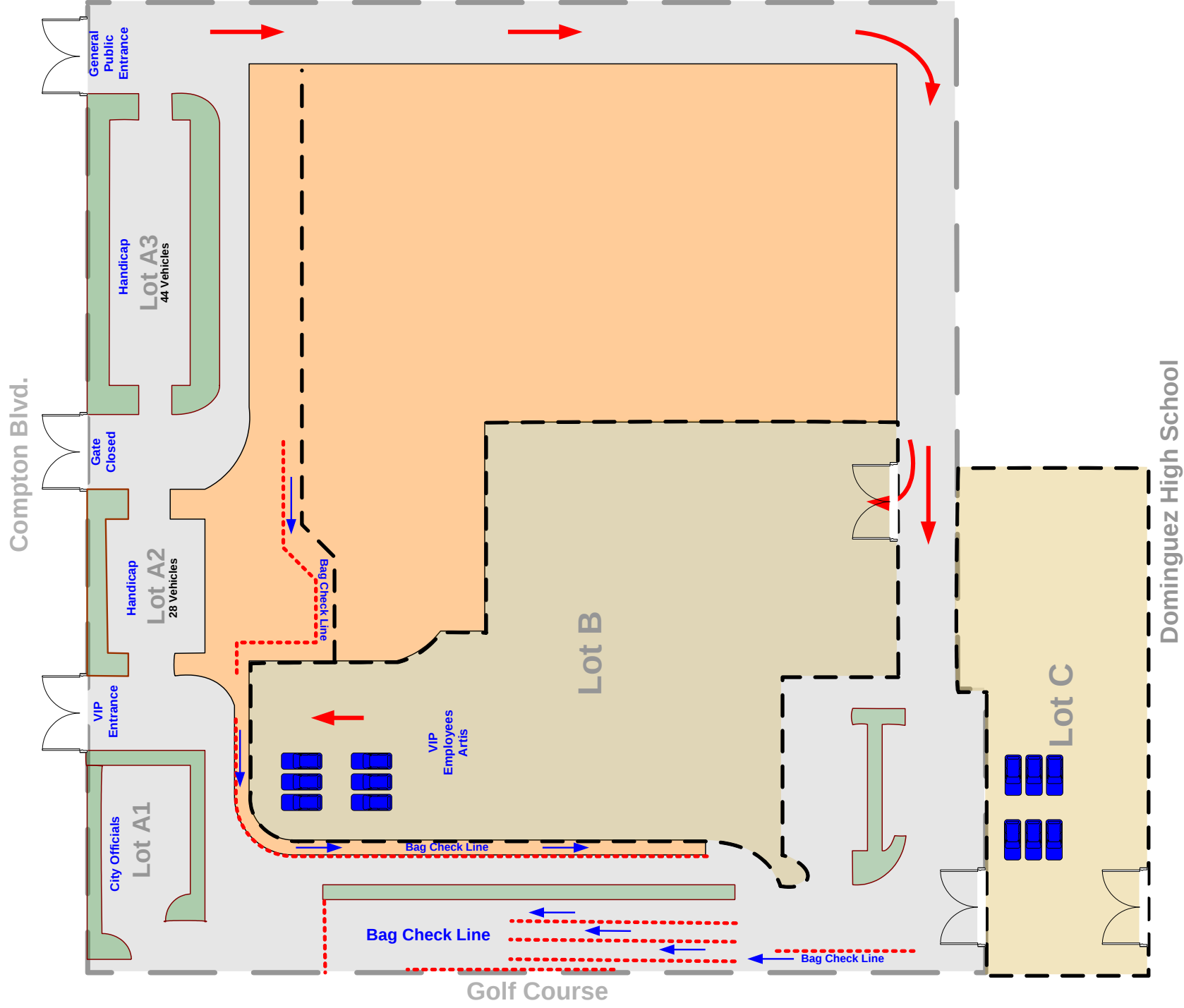
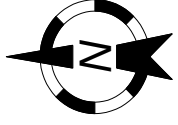
2016 Cinco de Mayo Family Festival (EXHIBIT A)



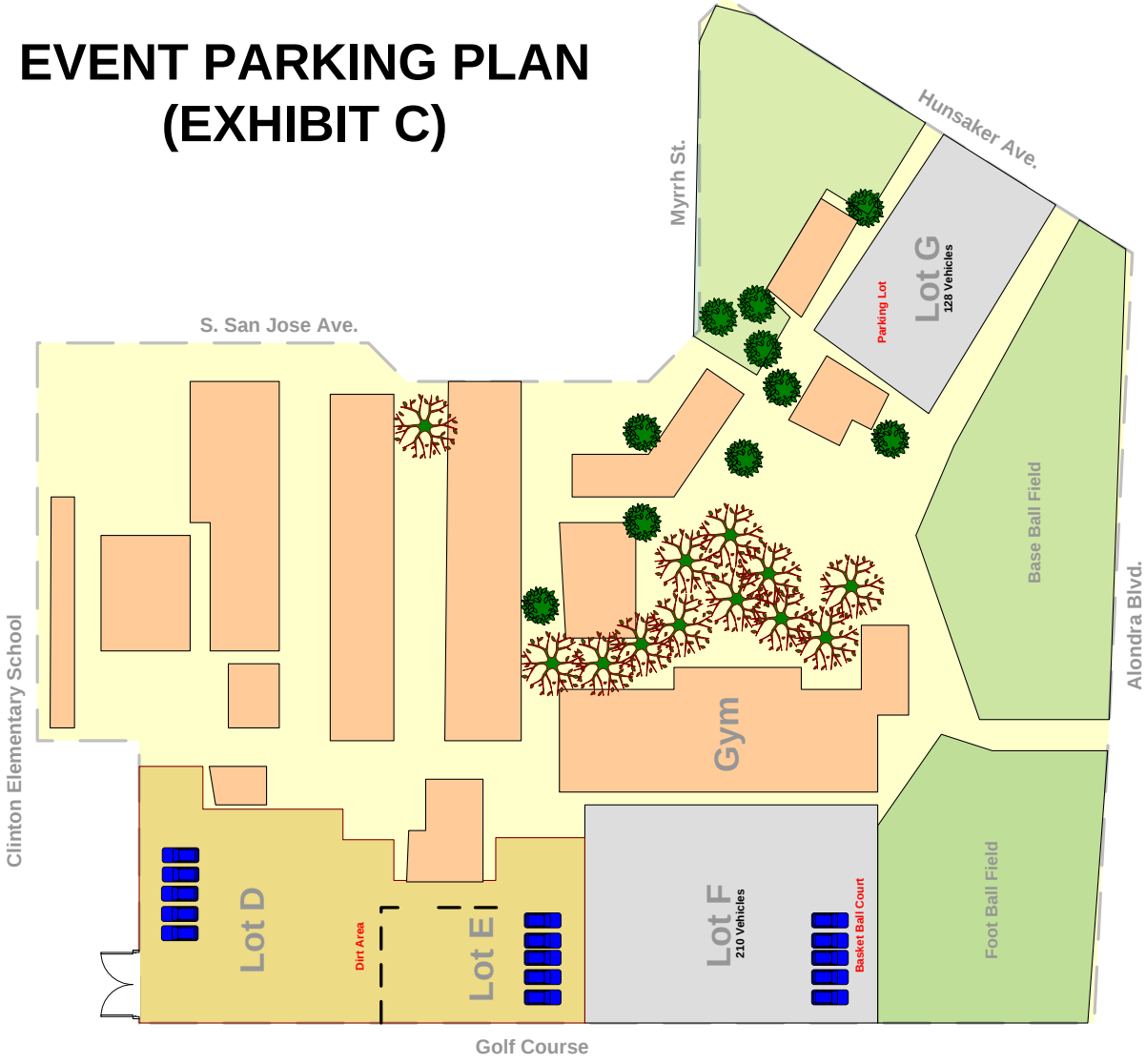
Line-up & Bag Check (EXHIBIT B)



Clinton Elementary School Parking Areas



Dominguez High School
Parking Areas



RESOLUTION SIGN-OFF FORM

DEPARTMENT:

Recreation

RESOLUTION TITLE:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON APPROVING IN-KIND CONTRIBUTIONS IN SUPPORT OF THE 2016 CINCO DE MAYO FAMILY FESTIVAL ON MAY 6 – 8, 2016

Marvin Hunt

DEPARTMENT MANAGER’S SIGNATURE

4/14/2016 2:39:24 PM

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.

April 19, 2016

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: CITY MANAGER

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON, ACTING IN ITS CAPACITY AS THE HOUSING SUCCESSOR TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON, FORGIVING A LOAN FROM THE FORMER COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON TO ALAMEDA COURT, LLC, CANCELING THE PROMISSORY NOTE EVIDENCING THE LOAN AND RECONVEYING THE DEED OF TRUST SECURING THE LOAN

SUMMARY

Staff respectfully requests the City Council, acting in its capacity as the housing successor to the former Community Redevelopment Agency of the City of Compton, to adopt Resolution No. _____ forgiving a loan from the former Community Redevelopment Agency of the City of Compton to Alameda Court, LLC, cancelling the promissory note evidencing the Loan, and reconveying the deed of trust securing the loan.

BACKGROUND

Pursuant to a Disposition and Development Agreement between the former Community Redevelopment Agency of the City of Compton (the “Former Agency”) and Alameda Court, LLC (the “Developer”), dated as of March 14, 2007, the Developer constructed 28 town homes commonly known as the Alameda Court at the Southwest corner of Alameda and Myrrh Avenue in the City of Compton (the “Property”) with the intent to provide home ownership opportunities at affordable levels for moderate income buyers (the “Development”). Due to unprecedented and unforeseeable changing conditions in the national financial credit markets and the residential housing market, a financing gap was created which impacted the financial feasibility of the Development. Due to such changing conditions, the Former Agency entered into a Loan Agreement with the Developer, dated as of January 20, 2011 (the “Loan Agreement”), whereby the Former Agency loaned the Developer \$2,300,000 (the “Agency Loan”) for the purpose of reducing the outstanding principal on the existing first lien deed of trust secured by the Property.

The Agency Loan is evidenced by a promissory note (the “Agency Note”) and secured by a subordinate deed of trust encumbering the Property (the “Agency Deed of Trust”). The Agency Loan bears a zero interest rate and was due and payable on February 1, 2014, and is now in default.

STATEMENT OF ISSUE

Pursuant to AB X1 26 (which became effective in June 2011) and the California Supreme Court's decision in *California Redevelopment Association, et al. v. Ana Matosantos, et al.*, 53 Cal. 4th 231 (2011), the Former Agency was dissolved as of February 1, 2012. Pursuant to HSC Section 34176(a), the City Council elected for the City to retain the housing assets and housing functions previously performed by the Former Agency and became the Housing Successor. Therefore, the housing assets, including the Agency Loan, transferred to the City.

Due to the continued financial infeasibility of the Development, the Developer has requested the City Council, acting in its capacity as Housing Successor, to forgive the Agency Loan, cancel the Agency Note, and reconvey the Agency Deed of Trust. Assisting the Developer by taking these actions would serve a public purpose by facilitating the Development and thereby increasing home ownership opportunities in the City. The former Agency used bond proceeds to make the Agency Loan, and these actions would be consistent with the bond covenants.

FISCAL IMPACT

Adoption of Resolution No. ____, would authorize the forgiveness of the Agency Loan in the amount of \$2,300,000. However, the Agency Loan, which is secured by a subordinate deed of trust and was due and payable in 2014, is now in default.

RECOMMENDATION

That the City Council adopt the attached resolution forgiving the Agency Loan, cancelling the Promissory Note evidencing the Agency Loan, and reconveying the Agency Deed of Trust securing the Agency Loan.

**ROGER HALEY
CITY MANAGER**

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMPTON, ACTING IN ITS CAPACITY AS THE HOUSING SUCCESSOR TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON, FORGIVING A LOAN FROM THE FORMER COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF COMPTON TO ALAMEDA COURT, LLC, CANCELING THE PROMISSORY NOTE EVIDENCING THE LOAN AND RECONVEYING THE DEED OF TRUST SECURING THE LOAN

WHEREAS, pursuant to a Disposition and Development Agreement between the former Community Redevelopment Agency of the City of Compton (the “Former Agency”) and Alameda Court, LLC (the “Developer”), dated as of March 14, 2007, the Developer constructed 28 town homes commonly known as the Alameda Court at the Southwest corner of Alameda and Myrrh Avenue in the City of Compton (the “Property”) with the intent to provide home ownership opportunities at affordable levels for moderate income buyers (the “Development”); and

WHEREAS, due to unprecedented and unforeseeable changing conditions in the national financial credit markets and the residential housing market, a financing gap was created which impacted the financial feasibility of the Development; and

WHEREAS, due to such changing conditions, the Former Agency entered into a Loan Agreement with the Developer, dated as of January 20, 2011 (the “Loan Agreement”), whereby the Former Agency loaned the Developer \$2,300,000 (the “Agency Loan”) for the purpose of reducing the outstanding principal on the existing first lien deed of trust secured by the Property; and

WHEREAS, the Agency Loan is evidenced by a promissory note (the “Agency Note”) and secured by a subordinate deed of trust encumbering the Property (the “Agency Deed of Trust”); and

WHEREAS, the Agency Loan bears a zero interest rate and was due and payable on February 1, 2014, and is now in default; and

WHEREAS, pursuant to AB X1 26 (which became effective in June 2011) and the California Supreme Court’s decision in *California Redevelopment Association, et al. v. Ana Matosantos, et al.*, 53 Cal. 4th 231 (2011), the Former Agency was dissolved as of February 1, 2012, and a successor agency (the “Successor Agency”) was constituted; and

WHEREAS, pursuant to Section 34175(b) of the California Health and Safety Code (“HSC”), all assets, properties, contracts, leases, books and records, buildings, and equipment of the Former Agency transferred to the control of the Successor Agency by operation of law; and

WHEREAS, pursuant to HSC Section 34176(a), the City Council (the “City Council”) of the City of Compton (the “City”) adopted Resolution No. 23,498 on February 12, 2012, electing for the City to retain the housing assets and housing functions previously performed by the Former Agency, as allowed by law, thereby becoming the Housing Successor; and

WHEREAS, HSC Section 34176(a) provides that if a city elects to retain the authority to perform housing functions previously performed by the redevelopment agency. all rights, powers, duties, obligations, and housing assets, as defined in HSC Section 34176(e), excluding any amounts on deposit in the Low and Moderate Income Housing Fund and enforceable obligations retained by the Successor Agency, shall be transferred to the city; and

WHEREAS, on April 9, 2014, the Department of Finance (the “DOF”) approved the Housing Successor’s Housing Asset Transfer Form, including the Agency Loan, which is defined as a housing asset under HSC Section 34176(e)(4); and

WHEREAS, by its Resolution No. 2014-09, adopted on October 1, 2014, the Oversight Board of the Successor Agency authorized and directed the Successor Agency to transfer the housing assets on the DOF-approved Housing Asset Transfer Form to the Housing Successor; and

WHEREAS, by its Resolution No. 23,982, adopted on July 1, 2014, the City Council, acting in its capacity as Housing Successor, accepted the transfer of housing assets on the DOF-approved Housing Asset Transfer Form from the Successor Agency; and

WHEREAS, the City Council, acting in its capacity as Housing Successor, desires to forgive the Agency Loan, cancel the Agency Note, and reconvey the Agency Deed of Trust due to the continued financial infeasibility of the Development; and

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

Section 1. That the above recitals are true and correct and are a substantive part of this Resolution.

Section 2. That the City Manager and all other necessary officers of the City are hereby authorized, jointly and severally, to take all actions and execute, deliver, and cause to be recorded all such documents and instruments as are necessary to forgive the Agency Loan, cancel the Agency Note and reconvey the Agency Deed of Trust, and any such actions previously taken by such officers are hereby ratified and confirmed.

ADOPTED this ____ day of _____, 2016.

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 L. Godwin, City Clerk of the City of Compton, do hereby certify that the foregoing resolution was adopted by the City Council, signed by the Mayor, and attested to by the City Clerk at a regular meeting thereof held on the ____ day of _____, 2016.

That said resolution was adopted by the following vote:

AYES: **Council Members-**
NOES: **Council Members-**
ABSENT: **Council Members-**
ABSTAIN: **Council Members-**

CITY CLERK OF THE CITY OF COMPTON