



**SOUTH GATE CITY COUNCIL  
SPECIAL JOINT MEETING AGENDA**

Tuesday, November 28, 2023 at 5:15 p.m.

**SOUTH GATE COUNCIL CHAMBERS  
8650 CALIFORNIA AVE  
SOUTH GATE, CA 90280**

**DIAL-IN-NUMBER: 1 (669) 900-6833  
MEETING ID:837 3560 1444  
[HTTPS://US02WEB.ZOOM.US/J/83735601444](https://us02web.zoom.us/j/83735601444)**

**TO ADDRESS THE CITY COUNCIL PRESS \*9 TO RAISE YOUR  
HAND THEN \*6 TO UNMUTE YOURSELF WHEN INSTRUCTED**

**Call to Order/Roll Call**

**CALL TO ORDER:** Maria del Pilar Avalos, Mayor/Chairperson  
**ROLL CALL:** Yodit Glaze, City Clerk/Recording Secretary

**Council/Authority/Agency Members/Director**

**MAYOR/CHAIRPERSON**  
Maria del Pilar Avalos

**CITY CLERK/RECORDING SECRETARY**  
Yodit Glaze

**VICE MAYOR/VICE CHAIRPERSON**  
Gil Hurtado

**CITY/MANAGER/EXECUTIVE DIRECTOR**  
Chris Jeffers

**COUNCIL/AUTHORITY/AGENCY MEMBERS/DIRECTOR**  
Joshua Barron  
Maria Davila  
Al Rios

**CITY ATTORNEY/AUTHORITY COUNSEL**  
Raul F. Salinas

## **Meeting Schedule**

The regular meetings of the Authority Members are held on the second and fourth Tuesday of each month, closed session business will usually commence at 5:30 p.m., when scheduled, and general business session will commence at 6:30 p.m.

## **Brown Act**

Agendas are drafted to accurately state what the legislative body is being asked to consider. The legislative body can take action on "all items" listed on the agenda and be in compliance with the open meeting laws. Under the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The governing body may direct staff to investigate and/or schedule certain matters for consideration at a future meeting.

## **City's Vision Statement**

We envision a thriving, safe and inclusive community where everyone has the opportunity to access exceptional services, education and support to be resilient and live full, vibrant lives.

## **Public Communications**

Public Comments on agenda items are limited to three (3) minutes. All comments are to be addressed directly to the Authority Members not to the members of the public.

## **Meeting Compensation Disclosure**

Pursuant to Government Code Section 54952.3: Disclosure of compensation for meeting attendance by City Council is \$790 monthly and the Authority Members is \$75.00 per meeting regardless of the amount of meetings.

## **Open Session Agenda**

### **1. Approve Amendment No. 8 to Contract No. 2163 with Frost Brown Todd, LLP (Formerly AlvaradoSmith) modifying rate for City Attorney and legal counsel services**

The City Council of the City of South Gate ("City"), the South Gate Housing Authority, Successor Agency to the Community Development Commission of the City of South Gate, the South Gate Utility Authority, the South Gate Public Finance Authority, and the South Gate Public Access Authority (collectively, the "City Related Agencies") will consider: (ATTY)

- a. Approving **Amendment No. 8 to Contract No. 2163** approving the rate adjustment for the legal services provided by Frost Brown Todd, LLP to the City and the City Related Agencies, with Raul Salinas continuing to serve as the City Attorney for the City and Legal Counsel for each of the City Related Agencies; and
- b. Authorizing the Mayor of the City of South Gate and Chair of each City Related Agency to execute Amendment No 8.

Documents:

## **2. Joint Minutes**

The City Council of the City of South Gate, the South Gate Housing Authority, Successor Agency to the Community Development Commission of the City of South Gate, the South Gate Utility Authority, and the South Gate Public Finance Authority will consider: (CLERK)

- a. Approving the Special Joint Meeting Minutes of February 23, 2023;
- b. Approving the Special Joint Meeting Minutes of February 28, 2023; and
- c. Approving the Special Joint Budget Meeting Minutes of June 20th & June 21st, 2023.

Documents:

[Item 2 Report 11282023 Joint.pdf](#)

## **Adjournment**

I, Yodit Glaze, City Clerk, certify that a true and correct copy of the foregoing Meeting Agenda was posted on November 22, 2023, at 1:25 p.m., as required by law.

Yodit Glaze

City Clerk

## **GENERAL NOTICE TO THE PUBLIC**

The City Council adopted new rules relating to the conduct of the public meetings, proceedings, and business in the City of South Gate on July 12, 2022, (Resolution 2022-38-CC) and go into effect on August 1, 2022. Resolution #2022-38-CC is available at the City Clerk's Office.

## **MEETING SCHEDULE**

Regular meetings of the Housing Authority are held on the second and fourth Tuesday of each month, closed session meetings will commence at 5:30 p.m. unless posted otherwise on its agenda. The regular City Council meetings will commence at 6:30 p.m. Agendas are available at the following locations: City Clerk's Office, Public Notice Boards at City Hall, and on the City's web page at <https://www.cityofsouthgate.org>

The Public can sign up to receive automatic notices of postings of agendas for the City Council or any other Commission or Board of the City of South Gate. Visit the City webpage and click on the Agenda & Minutes icon. That will take you the page where an individual can enter their email in the "Email Updates" box to register.

## **PUBLIC COMMENT/PARTICIPATION**

Any person may request to address a legislative body during a public meeting. The Presiding Officer will call upon those present in the Council Chambers first. After all speakers in the Chambers have spoken, the Presiding Officer will call upon those participating via zoom or teleconference.

Speakers are limited to three (3) minutes on any item listed on the agenda, including public hearings. Under Comments from the Audience portion, speakers are also limited to a single three (3) minutes time limit. Comments from the Audience is initially limited to 45 minutes at each meeting. Any speaker still wishing to speak, that did not speak, will have an addition Comments from the Audience opportunity after the last business item is finished. The Presiding Officer may extend the time limit as long as there is no objection from the Housing Authority as a body.

To ensure that the public is able to participate, the City provides the opportunity to submit their comments in person, virtually, email, phone call, mail and any other method which may become available. Methods of participation may be subject to change during other such times when a State of Emergency, Health Order or State Executive Order limits in-person participation.

## **CURFEW**

In absence of a motion duly adopted by majority vote of the Housing Authority, the Presiding Officer may adjourn the Housing Authority meetings at 10:30 p.m. The Presiding Officer may ask the Housing Authority if any agenda items listed should be continued or dealt with during the meeting. For those items to be continued, the Housing Authority can direct the item be placed on the next Housing Authority agenda or the current meeting may be adjourned to a time certain at which time the meeting shall be reconvened as an Adjourned Regular Meeting of the Housing Authority and action upon the published agenda continued.

## **STAFF REPORTS**

As a general rule, staff reports. or other written documentation are prepared/organized with respect to each item of business listed on the agenda. Meeting agendas and staff reports are available at least 72-hours prior to the scheduled regular Housing Authority meeting and a minimum of 24-hours prior to a Housing Authority meeting. There are times when the housing Authority receives written material, revised material after the posting of agendas, these materials are become a public record and will be available for public view within 72-hours after the meeting in which they were received. Those materials and any other public document can be inspected in the City Clerk's Office located at 8650 California Avenue, South Gate.

## **SERVICES TO FACILITATE ACCESS TO PUBLIC MEETINGS**

In compliance with the American with Disabilities Act, if you need special assistance to participate in the Housing Authority Meetings, please contact the Office of the City Clerk. Notification 48 hours prior to the Housing Authority Meeting will enable the City to make reasonable arrangements to assure accessibility. For further information, please contact the Office of the City Clerk at (323) 563-9510 or via email at [yglaze@sogate.org](mailto:yglaze@sogate.org).

NOV 21 2023  
5:00pm*City of South Gate*

**JOINT MEETING OF THE SOUTH GATE CITY COUNCIL; SOUTH GATE HOUSING AUTHORITY; SUCCESSOR AGENCY TO THE COMMUNITY DEVELOPMENT COMMISSION OF THE CITY OF SOUTH GATE; SOUTH GATE UTILITY AUTHORITY; SOUTH GATE PUBLIC FINANCE AUTHORITY; AND SOUTH GATE PUBLIC ACCESS CORPORATION**

**AGENDA BILL**For the Joint Special Meeting of: November 28, 2023Originating Department: City Attorney's Office

City Attorney: Not Applicable City Manager: Chris Jeffers  
*Raul F. Salinas* *Chris Jeffers*

**SUBJECT: AMENDMENT NO. 8 TO CONTRACT WITH FROST BROWN TODD LLP UPDATING RETAINER AGREEMENT FOR LEGAL SERVICES**

**PURPOSE:** To authorize the adjustment of hourly rates for legal services provided by Frost Brown Todd LLP (sometimes referred to as "FBT").

**RECOMMENDED ACTIONS:** The City Council of the City of South Gate ("City"), the South Gate Housing Authority, Successor Agency to the Community Development Commission of the City of South Gate, the South Gate Utility Authority, the South Gate Public Finance Authority, and the South Gate Public Access Authority (collectively, the "City Related Agencies") will consider:

- a. Approving Amendment No. 8 to Contract No. 2163 approving the rate adjustment for the legal services provided by Frost Brown Todd, LLP to the City and the City Related Agencies, with Raul Salinas continuing to serve as the City Attorney for the City and Legal Counsel for each of the City Related Agencies; and
- b. Authorizing the Mayor of the City of South Gate and Chair of each City Related Agency to execute Amendment No 8.

**FISCAL IMPACT:** The fiscal impact is unknown as the services provided by Frost Brown Todd vary depending on assignment and the needs of the City.

**ANALYSIS:** Since February 2003, Raul Salinas, through the law firms of which he has been a member, has served as the City Attorney and as the Legal Counsel for the Related City Agencies under a written retainer agreement. Over the years, the agreement has been amended from time

to time to reflect name changes and fee increases. In a transaction that was finalized effective January 1, 2023, attorneys of the firm of AlvaradoSmith and its staff combined through a corporate merger with FBT. The proposed recommended action seeks to increase the hourly rates for legal services provided by Frost Brown Todd. Those rates are proposed to be set at \$260, \$320, and \$340, per hour depending on the nature of the service provided. The lowest rate is set for attending regular and special city council meetings. The middle tier rate is tied to representing the City in tort-related litigation cases. The higher rate is for providing legal services to the City in all other matters. Many of the attorneys providing services to the City are partners or otherwise have substantial experience representing the City.

**ATTACHMENT:** Proposed Amendment No. 8 to Contract No. 2163

**Raul F. Salinas**  
Partner  
213.229.2404 (t)  
213.229.2499 (f)  
rsalinas@fbtlaw.com

November 20, 2023

City Council  
Attn: Chris Jeffers, City Manager  
City of South Gate  
8650 California Avenue  
South Gate, California 90280

Re: Amendment No. 8 to Contract No. 2163 (Restated Retainer Agreement)

Dear Mayor and Members of the City Council:

This letter shall serve as Amendment No. 8 to Contract No. 2163, the Frost Brown Todd Retainer Agreement. Amendment No. 7 dated January 1, 2023 represented a change from the law firm of AlvaradoSmith to Frost Brown Todd, LLP (the "Firm" or "we"). Amendment No. 6, dated September 29, 2022, represented a restatement of the entire Agreement. Except as reflected below in this Amendment No. 8 to Contract No. 2163, the terms stated in Contract No. 2163, as restated in Amendment No. 6, remain unchanged.

#### **Summary of Past Retainer Agreements**

Since February 2003, the Firm, and its predecessor firms, through Raul F. Salinas, has served as the City Attorney for the City of South Gate. In the course of that over 20-year time span, the City has entered into various retainer agreements and amendments with the Firm. These agreements or amendments are dated: February 5, 2003 (Contract No. 2104), October 22, 2003 (Renewal of Contract No. 2104); January 27, 2004 (Renewal of Contract 2104); March 1, 2004 (Extension of Contract); Agreement dated April 27, 2004 (Contract No. 2163); July 22, 2004 (Amendment No. 1 to Contract No. 2163); July 5, 2005 (Amendment No. 2 to Contract No. 2163); June 27, 2006 (Amendment No 2 to Contract 2163); June 21, 2007 (Amendment No. 3 to Contract 2163); March 10, 2015 (Amendment No. 4 to Contract 2163); February 18, 2018 (Amendment No. 5 to Contract 2163); September 29, 2022 (Amendment No. 6 to Contract 2163); and January 1, 2023 (Amendment No. 7 to Contract No. 2163).

#### **Fee Schedule**

This Amendment No. 8 reflects attorney hourly rate increases effective December 1, 2023.

City Council  
Attn: Chris Jeffers, City Manager  
City of South Gate  
November 20, 2023  
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Commencing December 1, 2023, the Firm's hourly rate will increase to \$260 per hour for time spent attending regular and special meetings, of the City Council, and its municipal corporations, including the Successor Agency to the Community Development Commission, the Planning Commission, the Housing Authority, the Public Finance Authority, the Public Utility Authority, and the Public Access Corporation ("Related City Entities"). Time spent by Raul Salinas on City Attorney matters, attending to agenda bill review and preparation thereof, attending to City Attorney matters, and weekly department head meetings shall be billed at the rate of \$340 per hour. Time spent by all other attorneys of the Firm performing similar or different non-tort litigation services shall be billed at the rate of \$340 per hour. Time spent by all other attorneys of the Firm representing the City in tort-litigation related matters shall be billed at the rate of \$320. Thereafter, commencing July 1, on an annual fiscal basis, the rates for the Firm would be subject to change in accordance with the Firm's annual increase subject to a consumer price index ("CPI") increase of not less than three percent (3%) and not more than five percent (5%). The City Manager is authorized to execute an amendment to the retainer agreement consistent with these changes. Thereafter, subsequent CPI increases will become effective July 1 of each new year.

#### **Terms and Conditions**

The Terms and Conditions of Contract No. 2163, and Amendments Nos. 1 through 7, inclusive, remain unchanged by this Amendment No. 8, except as provided above. In the event of a conflict, the terms of Amendment No. 8 shall prevail over prior amendments.

**[The remainder of this page left blank intentionally to accommodate  
signatures on a single page.]**

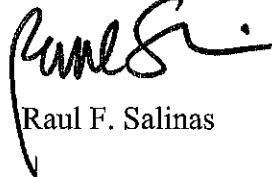


City Council  
Attn: Chris Jeffers, City Manager  
City of South Gate  
November 20, 2023  
Page 3

We appreciate the confidence you have in Frost Brown Todd and look forward to serving you.

Very truly yours,

FROST BROWN TODD LLP



Raul F. Salinas

RFS:cec

Agreed to and accepted this 28<sup>th</sup> day of November, 2023.

“City”

THE CITY OF SOUTH GATE

Dated: November 28, 2023

By: \_\_\_\_\_  
Maria del Pilar Avalos, Mayor

“Related City Entities”

SOUTH GATE HOUSING AUTHORITY;  
SUCCESSOR AGENCY TO THE COMMUNITY  
DEVELOPMENT COMMISSION OF THE CITY  
OF SOUTH GATE; SOUTH GATE UTILITY  
AUTHORITY; SOUTH GATE PUBLIC FINANCE  
AUTHORITY; AND SOUTH GATE PUBLIC  
ACCESS CORPORATION

Dated: November 28, 2023

By: \_\_\_\_\_  
Maria del Pilar Avalos, Chair

ATTEST:

By: \_\_\_\_\_  
Yodit Glaze, City Clerk

CITY OF SOUTH GATE

**SOUTH GATE CITY COUNCIL; SOUTH GATE HOUSING AUTHORITY;  
SUCCESSOR AGENCY TO THE COMMUNITY DEVELOPMENT  
COMMISSION OF THE CITY OF SOUTH GATE; SOUTH GATE UTILITY  
AUTHORITY; AND SOUTH GATE PUBLIC FINANCE AUTHORITY**

**SPECIAL JOINT MEETING MINUTES**

**THURSDAY, FEBRUARY 23, 2023**

**CALL TO ORDER** The Special Joint meeting of the City Council, Housing Authority, Successor Agency, Utility Authority, and Public Finance Authority was called to order by Maria del Pilar Avalos, Vice Mayor/Vice Chairperson at 5:02 p.m.

**ROLL CALL** Yodit Glaze, City Clerk/Recording Secretary

**PRESENT** Mayor/Chairperson Maria del Pilar Avalos, Vice Mayor/Vice Chairperson Gil Hurtado, Council/Authority/Agency Member Joshua Barron, Council/Authority/Agency Member Al Rios, City Manager/Executive Director Chris Jeffers, City Attorney/ Authority Counsel Raul F. Salinas

**ABSENT/EXCUSED** Council/Authority/Agency Member Maria Davila

**1**  
**WATER** The City Council authorized the City Manager to submit the City's vote for Thomas Bekele, Director of Public Works for the City of Signal Hill, to fill the vacant Appointed Central Basin Municipal Water District Director position, by motion of Mayor Avalos and seconded by Vice Mayor Hurtado. Council Member Davila was excused.

**ROLL CALL:** Mayor Avalos, yes; Vice Mayor Hurtado, yes; Council Member Davila, absent; Council Member Barron, yes; Council Member Rios, yes.

**2**  
**BUDGET ADMIN** The City Council, South Gate Housing Authority and the Successor Agency to the Community Development Commission of the City of South Gate approved items A, B, C & D, by motion of Vice Mayor/Vice Chair Hurtado and seconded by Council/Authority/Agency Member Rios:

- a. Updated the Fiscal Year 2022-23 Adopted Budget by accepting June 30, 2022, ending fund balances as depicted in Attachment A; and

**SPECIAL JOINT COUNCIL, HOUSING AUTHORITY, SUCCESSOR AGENCY,  
UTILITY AUTHORITY & PUBLIC FINANCE AUTHORITY  
MINUTES OF FEBRUARY 23, 2023**

**2**

**BUDGET ADMIN CONT'D**

- b. Modified the Fiscal Year 2022-23 Adopted Budget and approving the additional appropriations and adjustments as recommended in this report and as outlined in Attachment B and C with any additional changes approved by City Council; and
- c. Grant Agreement (Contract No. 2023-40-CC) with the U.S. Environmental Protection Agency for full federal funding in the amount of \$500,000 to inventory, characterize, assess, and conduct cleanup planning and community involvement related activities; and
- d. Authorized the Mayor to execute the Grant Agreement in a form acceptable to the City Attorney

**ROLL CALL:** Mayor/Chair Avalos, yes; Vice Mayor/Vice Chair Hurtado, yes; Council/Authority/Agency Member Davila, absent; Council/Authority/Agency Member Barron, yes; Council/Authority/Agency Member Rios, yes.

**RECESS**

Prior to the conclusion of item 2, the City Council took a five-minute recess.

**ADJOURNMENT**

Vice Mayor/Vice Chair Hurtado adjourned the meeting at 7:43 p.m. and seconded Council/Agency/Authority Member Rios.

**PASSED and APPROVED** this       day of       2023.

ATTEST:

\_\_\_\_\_  
Maria del Pilar Avalos, Mayor/Chairperson

\_\_\_\_\_  
Yodit Glaze, City Clerk

# **CITY OF SOUTH GATE**

## **SOUTH GATE CITY COUNCIL AND SUCCESSOR AGENCY TO THE COMMUNITY DEVELOPMENT COMMISSION OF THE CITY OF SOUTH GATE**

### **SPECIAL JOINT MEETING MINUTES**

**TUESDAY, FEBRUARY 28, 2023**

**CALL TO ORDER** The Special Joint meeting of the City Council and Successor Agency was called to order by Maria del Pilar Avalos, Mayor/Chairperson at 5:01 p.m.

**ROLL CALL** Yodit Glaze, City Clerk/Recording Secretary

**PRESENT** Mayor/Chairperson Maria del Pilar Avalos, Vice Mayor/Vice Chairperson Gil Hurtado, Council/Agency Member Maria Davila, Council/Agency Member Joshua Barron, Council/Agency Member Al Rios, City Manager/Executive Director Chris Jeffers, City Attorney/Authority Counsel Raul F. Salinas, Director of Community Development/Secretary Meredith Elguira

**MOTION ATTEND  
MEETING VIA ZOOM** Vice Mayor/Vice Chairperson Hurtado unanimously motioned to permit Mayor/Chairperson Avalos to attend the Special Joint City Council and Successor Agency meeting via zoom to comply with AB 2449 and seconded by Council/Agency Member Davila.

**1  
DEVELOPMENT** The Successor Agency to the Community Development unanimously adopted Resolution No. 2023-01-SA entitled A Resolution of the Successor Agency to the Community Development Commission of the City of South Gate approving the First Amendment to the Purchase and Sale Agreement (Contract No. 2022-01-SA) between the Successor Agency and Purchaser for disposition of 7916 Long Beach Boulevard (APNs 6202-010-900 and 6202-010-901) and authorizing the transmittal of the First Amendment to the Oversight Board, by motion of Vice Chairperson Hurtado and seconded by Chairperson Avalos.

Chris Jeffers, Executive Director, said the Director of Community Development will give the presentation.

Meredith Elguira, Director of Community Development stated that this item is an amendment to a pre-sale agreement between Successor Agency and Azure Non-Profit Agency. The transaction between the city and Azure has taken longer to complete. The deadline for escrow and we are asking to extend the time to 180 days of this pre-sale agreement, so we won't exceed that time. We are going before the Oversight Board for approval.

Chairperson Avalos asked if anyone in the audience and zoom wished to speak on this item.

**SPECIAL JOINT COUNCIL & SUCCESSOR AGENCY SPECIAL JOINT MEETING  
MINUTES OF FEBRUARY 28, 2023**

Vanessa Delgado, owner of Azure Development is present to answer questions any questions.

Having no one else come forward, Chairperson Avalos closed the audience portion.

Chairperson Avalos asked what the issue was and why there was such a big delay.

Ms. Elguira stated that there were certain items that needed to be addressed. As how would the city recoup the costs. There was gap funding and that's why the city applied for a grant in the amount of \$5 million.

Vice Chairperson Hurtado stated that the recommended action is different from the department's request.

Ms. Elguira stated this is just so the pre-sale agreement can be amended to meet escrow requirements.

Agency Member Barron because we are extending it for 180 days doesn't mean it will take that long.

Ms. Elguira stated that's correct.

**ROLL CALL:** Agency Member Davila, yes; Agency Member Barron, yes; Agency Member Rios, yes; Chairperson Avalos, yes; Vice Chairperson Hurtado, yes.

2  
COMMUNITY DEV/  
HOUSING

The City Council unanimously approved items A & B by motion of Council Member Davila and seconded by Vice Mayor Hurtado:

- a. Resolution No. 2023-35-CC entitled A Resolution of the City Council of the City of South Gate approving the HOME Program Predevelopment Loan Agreement (Contract No. 2023-44-CC) between the City of South Gate and South Gate Townhomes, LLC, acting by and through its sole member, Azure Community Development, a California nonprofit public benefit corporation and an IRC 501(c)(3) tax-exempt public charity; and
- b. Authorized the Mayor to sign the Agreement in form acceptable to the City Attorney.

Chris Jeffers, Executive Director, asked Ms. Elguira to give the presentation.

**SPECIAL JOINT COUNCIL & SUCCESSOR AGENCY SPECIAL JOINT MEETING  
MINUTES OF FEBRUARY 28, 2023**

Ms. Elguira stated that this item is regarding the development that was previously discussed. Azure is requesting from the city \$429,728 as part of their pre-development cost.

Chris Jeffers, Executive Director asked that the developer speak on the project.

Vanessa Delgado, owner of Azure Development. The developer has been working with the city for some time. She hopes to close in May and have families move in by next fall. It will be eleven homes being built and sold for \$415,000.

Mr. Jeffers stated that this is a unique project the council is providing for families.

Mayor Avalos asked if anyone in the audience and zoom wished to speak on this item. Seeing no one step forward, Mayor Avalos closed the audience portion.

**ROLL CALL:** Council Member Davila, yes; Council Member Barron, yes; Council Member Rios, yes; Mayor Avalos, yes; Vice Mayor Hurtado, yes.

3  
MINUTES

The Successor Agency to the Community Development Commission of the City of South Gate considered approving the Regular Meeting Minutes of December 13, 2022, by motion of Agency Member Barron and seconded by Agency Member Davila.

Chairperson Avalos asked if anyone in the audience and zoom wished to speak on this item. Seeing no one step forward, Chairperson Avalos closed the audience portion.

**ROLL CALL:** Agency Member Davila, yes; Agency Member Barron, yes; Agency Member Rios, yes; Chairperson Avalos, yes; Vice Chairperson Hurtado, yes.

CLOSED SESSION:

Mr. Jeffers stated that this item will not be discussed.

1. CONFERENCE WITH LEGAL COUNSEL - REAL PROPERTY  
NEGOTIATIONS

Pursuant to Government Code Section 54956.8

Property APN:	6202-010-900
Property Address:	7916 Long Beach Boulevard, South Gate, CA 90280
City Negotiator:	Chris Jeffers, Executive Director
Negotiating with:	Azure Community Development and Azure Development Inc.
Under Negotiation:	City of South Gate and Azure Community Development and Azure Development Inc.

**SPECIAL JOINT COUNCIL & SUCCESSOR AGENCY SPECIAL JOINT MEETING  
MINUTES OF FEBRUARY 28, 2023**

**ADJOURNMENT**

Council/Agency Member Davila unanimously adjourned the meeting at 5:22 p.m. and seconded by Vice Mayor/Vice Chairperson Hurtado.

**ROLL CALL:** Council/Agency Member Davila, yes; Council/Agency Member Barron, yes; Council/Agency Member Rios, yes; Mayor/Chairperson Avalos, yes; Vice Mayor/Vice Chairperson Hurtado, yes.

**PASSED** and **APPROVED** this       day of       2023.

ATTEST:

\_\_\_\_\_  
Maria del Pilar Avalos, Mayor/Chairperson

\_\_\_\_\_  
Yodit Glaze, City Clerk

**SOUTH GATE CITY COUNCIL  
SOUTH GATE HOUSING AUTHORITY  
SUCCESSOR AGENCY TO THE COMMUNITY DEVELOPMENT  
COMMISSION OF THE CITY OF SOUTH GATE**

**SPECIAL JOINT BUDGET MEETING MINUTES**

**TUESDAY, JUNE 20, 2023**

**CALL TO ORDER** Maria del Pilar Avalos, Mayor/Chairperson called the Special Joint Budget Session Meeting of the South Gate City Council to order at 5:40 p.m.

**ROLL CALL** Yodit Glaze, City Clerk

**PRESENT** Vice Mayor/Vice Chairperson Gil Hurtado, Council/Authority/Agency Member Joshua Barron, Council/Authority/Agency Member Maria Davila, and Council/Authority/Agency Member Al Rios; City Treasurer Jose De La Paz, City Manager/Executive Director Chris Jeffers

**LATE** Mayor/Chairperson Maria del Pilar Avalos

**EXCUSED** City Attorney/Authority Counsel Raul F. Salinas

<sup>1</sup>  
**BUDGET ADMIN** The City Council, South Gate Housing Authority and the Successor Agency to the Community Development Commission of the City of South Gate considered:

- a. Hearing the various presentations on the Proposed Fiscal Year 2023-24 Municipal Budget and 5-Year Capital Improvement Program for the various entities;
- b. Approving a Resolution adopting the Municipal Budget for Fiscal Year 2023-24 with the changes stipulated in Exhibit A and B for a total of \$156,497,819 for all funds along with any additions or deletions the Legislative Bodies may enact;
- c. Approving the budget modifications for Fiscal Year 2022-23 as described in Attachment C; and
- d. Approving a Resolution adopting the annual Gann Appropriations Limit for Fiscal Year 2023-24.

Kris Ryan, Director of Finance, states that this is one of two scheduled meetings presenting a total budget for the 2023-2024 fiscal year. He continued to thank all finance staff who had participated and worked on



**SPECIAL JOINT BUDGET CITY COUNCIL, HOUSING AUTHORITY & SUCCESSOR  
AGENCY MEETING MINUTES OF JUNE 20, 2023**

the drafted budget along with department heads who complied their own department presentations. Lastly, he noted that the proposed budget could be found on the City's website.

**BUDGET OVERVIEW**

The proposed budget for 2023-2024 is an overview of the City's financial plan for fundings of different departments along with the openings in positions for those departments. The City Council allowed staff to make presentations on their departmental accomplishments, goals for FY 2023-2024 and proposed new programs and/or special budget requests.

The proposed budget will highlight the salary and benefit increases per the MOUs. The new additions in the different departments. Along with the different funding programs for maintaining and improving the City's infrastructure. Funding for the city's updated the city's cost allocation plans.

Mr. Ryan demonstrated the city's top revenues, which include Sales Tax and Property Tax.

A brief overview of the general fund expenditure was presented for each department.

Changes to the general fund are due to the recent increase in insurance fund allocation, COLA salary increases, supplies and services, and, lastly, the park improvements.

A brief notion of the staffing changes was also presented for each department.

The five-year financial forecast demonstrated the revenues and expenditures for the past three years and the proposed projections for the upcoming years.

Mr. Ryan also presented the general fund reserves. The general fund was broken into five categories: unassigned reserves, committed reserves, non-spendable reserves, restricted reserves, and assigned reserves.

Mr. Ryan noted staff and Council's recommendations in how to fill the fund deficit gap. Some examples presented consisted of Sewer Rate Adjustments, initiating a street lighting assessment study, conducting an internal service fund study, updating a cost allocation plan (CAP), considering a comprehensive fee study, and prioritizing-based budgeting.

**SPECIAL JOINT BUDGET CITY COUNCIL, HOUSING AUTHORITY & SUCCESSOR  
AGENCY MEETING MINUTES OF JUNE 20, 2023**

**BUDGET OVERVIEW**

**CONT'D**

There are five internal service funds. These include the insurance fund, fleet management (vehicle maintenance) fund, information system fund, capital asset and equipment replacement, and building maintenance and infrastructure fund.

Mr. Ryan noted that all industries' insurance premiums have increased in prior years, which are reflected in this fiscal year's budget.

The following few slides under the enterprise funds are intended for business operations. The City's largest fund is the Water Fund. User fees fund all three that fall into this category. The next fund under this program is the sewage funds. This fund does not cover the expenditures. Lastly, the City has a Refuse fund. This fund was previously used to collect fees from solid waste services. However, now it will be used for related waste management.

Special Revenue for street and transportation funds. These funds must be spent on street-related construction and maintenance projects.

The ARPA Stimulus bill awards the American Rescue Plan Act to the City. The city council has approved all appropriations.

Mr. Ryan also presented adjustments to the proposed budget. He divided it into different funding (General Fund, Park Enhancement Fund, Emergency Housing Voucher Fund, Gas Tax Fund, Road Repair & Accountability Act, and Water Fund). He also noted the modifications to the existing budget.

**COMMENTS FROM  
THE AUDIENCE**

Mario Dominguez requested that funding should be provided for the camera system. He also asked for more clarification on the Utility rate and the City's current debt. Lastly, he wanted to inquire about who and how blue buses, "The Gate," are funded.

**COMMENTS FROM  
OFFICIALS**

In response to Mr. Dominguez, Mr. Kris addressed the concerns about funding for the cameras system and mentioned that the council is still approving it. In terms of the utility rate, he reassures Mr. Dominguez that all cities have a similar rate, and to assess the dimensions of the rate, the City would have to review Prop 218. Lastly, he addresses the concerns regarding City's debt. Mr. Ryan noted that currently, the city has little debt. The fund deficit we will see in the upcoming years will increase unless addressed.

**SPECIAL JOINT BUDGET CITY COUNCIL, HOUSING AUTHORITY & SUCCESSOR  
AGENCY MEETING MINUTES OF JUNE 20, 2023**

**COMMENTS FROM  
OFFICIALS CONT'D**

Steve Costley, Acting Director of Park & Recreation, elaborated more on the funding for the blue buses Mr. Dominguez referred to. He mentioned that Metro local return propositions funding pays for dial-a-ride and "The Gate" buses.

Council Member Barron requested clarification on the HDL projections that were presented. He noted that the ADU is an increasing factor for property values. He wanted to know if HDL knew of the increase in ADU properties in the City.

Mr. Ryan explained that the city looks at the various funding sources and the jobs these positions assign. When there are special revenue funds, we identify funds that are eligible to charge for salaries and benefits.

Council Member Barron then asked why the special funds were covering some of the salaries and benefits of the departments.

Mr. Ryan explains that the city reviews different funding sources and job positions. Over time as it is identified that some of these positions are in transit and transportation or street-related projects, those funds can be utilized to pay for some of the salaries and benefits.

Mr. Barron asked if any of these special funds have caps on what can be used.

Mr. Ryan stated each fund has criteria on what you can use it for and the administrative cost it can be used for. An example of how inflation increased for capital improvement projects. He also made it a point to note that the cost changes significantly from when the project was funded to when it is implemented.

Vice Mayor Hurtado thanked Mr. Ryan for the thorough presentation. He noted that the importance having transparency in our city's budget and funding.

Council Member Rios thanked Mr. Ryan for the presentation and asked if the general funding included the grants.

Mr. Ryan clarified that the grants fall under special revenue funding, and the specifics of the department grants will be explained.

Council Member Davila thanked Mr. Ryan for a thorough presentation and wanted to know if there was funding for the Court House and if there was still a plan to rehabilitate it.

**SPECIAL JOINT BUDGET CITY COUNCIL, HOUSING AUTHORITY & SUCCESSOR  
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**COMMENTS FROM  
OFFICIALS CONT'D**

Jose De La Paz, City Treasurer noted that the Court House funding is a part of the CIP fund. The Court House fund was incorporated a few years ago and will continue into the next fiscal year.

Ms. Davila asked what the current balance for the ARPA Funds was.

Mr. Ryan stated that the current balance for that fund is 486,000 out of the 34 million. He stated that the city must have a plan implemented in order to use the fund. The city appropriated the fund and must get the program instated by the end of 2024 year and must spend it by the year 2026.

Ms. Davila also wanted to inquire about more information on the status of the West Santa Ana Branch, the 750. She states that this is the city's second year in putting aside funding for.

Mr. Ryan explained that there is a fund of 1.5 million this year and is scheduled to put in 175,000 next year.

Mr. De La Paz wanted clarification on the FTEs for the administrative services.

Mr. Ryan explained that they are adding one full-time position instead of a part-time position.

Mr. De La Paz wanted to propose that an additional full-time position should be considered due to the outstanding number of delinquent business licenses. Recommendation to the council to the estimated downfall priority-based budget to reduce the shortfall to balance the budget before adopting it.

**BREAK**

**COMMENTS FROM  
OFFICIALS CONT'D**

Jon Hamilton, Director of the Human Resources Department. Currently, organized into seven full-time positions. Two divisions: Risk Management and Personnel. The budget is projected to be 8 million and is mainly distributed to Risk Management for insurance entities. Mr. Hamilton broke down the coverages and impacts on the City's insurance cost.

Mayor Avalos asked what would be considered an incident covered under the insurance for Terrorist incidents.

Mr. Hamilton noted that incidents such as 9/11 would fall under that coverage that is held in the insurance.

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**ADMINISTRATIVE SERVICES**

**DEPARTMENT** Wendy O'Kelly, Deputy Director of Finance presented the budget presentation. Administrative Services Department is composed of 25 full-time employees and 1.42 part-time equivalents. This department is divided into Finance, Purchasing, Utility Billing, and Computer Information Systems. The proposed budget for the department is 5 million.

**CITY COUNCIL, CITY ATTORNEY**

**CITY MANAGER BUDGETS** Chris Jeffers, City Manager presented the budget for the City Council, City Attorney and City Manager's Office. He began by complementing the City Council for the centennial celebration and for the accomplishments throughout the year. He first presented City Attorney's Office. He noted the many firms that provide legal assistance for the city. Legal services are approximately one million dollars for possible litigation. City Manager's Office is divided into two operations front office: assigning with clerical services. The back office, community engagement operations on getting information out, managing city website and social media, and staffing of Tweedy Mile Recruitment assistance. The proposed budget for City Manager's Office is \$900,000 for office supplies, printing, events and meetings.

**POLICE DEPARTMENT** Darren Arakawa, Chief of Police presented the budget for the department. The organization is composed of 142 full-time employees. The budget is broken into subsections such as the administrative division, patrol division, traffic bureau, detective bureau, jail division, dispatch division and records division. The proposed budget is three million for the Administrative Division, three million for the Traffic Bureau, five million for the Detective Bureau, one million for Jail Maintenance, one million for Dispatch Center, one million for Records Bureau, \$208,000 for Crime Prevention Unit, two million for Police Information Technology and fifteen million for Patrol Division.

**COMMENTS FROM  
THE AUDIENCE**

Mario Dominguez thanked the Chief for an excellent presentation. He requested that our officers be trained for mass shootings and asked for clarification on parking enforcement. He also wanted to speak to Human Resources regarding police officers' worker's compensation. Lastly, he insisted that the camera system must be the top priority.

Chief Arakawa addressed Mr. Dominguez's concerns. He states that officers are actively training for active shooters, pursuit training (driving tactics), officers are also handling street takeovers. He also noted that there are six parking enforcement officers. Officers do the enforcement, and a third party collects the payment.

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Mr. Hamilton explains that the officer's insurance will be able to cover any form of injury.

**COMMENTS FROM  
COUNCIL**

Mr. Hurtado referred back to Mr. Hamilton's presentation and asked if there were any concerns that one of the fourteen other cities on the list, if they continue to have a lot of issues, will play a role with our city rates in insurance.

Mr. Hamilton explains that, yes, it could. However, consultants will come in and evaluate each City's risk management data, and based on those findings, the insurance will determine how it will impact other cities.

Mr. Hurtado also inquired for more information on what steps the business license department were taking to target delinquent business owners.

Mr. Ryan explains how the part-time business license officer works 19 hours a week. During those hours, he conducts business inspections and addresses delinquent licenses. The department is working tirelessly to manage the numbers with the resources provided to them.

Mr. Hurtado inquired for more information on utility bills, such as the water bill. There have been instances in the past in which individuals neglected to pay the bill and moved from the city. He wanted to know how the department handling such cases.

Mr. Ryan states that he currently does not statistics on such incidents. He also noted that at the start of covid, the City stopped continuing the late fees and turning off the property owner's water. The department has noted and instated programs to assist low-income families with such utility bills.

Mr. Hurtado asked Chief Arakawa if he could clarify the importance of animal control.

Chief Arakawa states that he completely understands the love of animals - the euthanization rate is one of the lowest. Euthanization is the last resort when an animal is injured to the point it cannot be helped.

Mr. Hurtado asked the Police Chief to elaborate more on the importance of the police explorers' program. He also asked if any policies were implemented to keep an employee with the organization for some time.

The Chief explained that police explorers are a great addition to the organization and will later be more impactful when they later enter the field. And there are currently not any policies to do so.

**SPECIAL JOINT BUDGET CITY COUNCIL, HOUSING AUTHORITY & SUCCESSOR  
AGENCY MEETING MINUTES OF JUNE 20, 2023**

**COMMENTS FROM  
0 COUNCIL CONT'D**

Council Member Rios complimented the police department for noting their training and Kris Ryan's continuous participation.

Council Member Barron wanted clarification on the salary budget for the council to ensure transparency for the public. And regarding the business license officer position, Mr. Barron suggested that the department consider adding full-time and part-time positions.

Mr. Ryan, adding another position will address the need for a business license sector. However, the department is trying to be as resourceful with what has been given.

Mr. Barron wanted clarification on why there was a need for higher-ranked officer positions and why it was crucial to have such positions opening in the department.

Chief explained that he is eliminating a few hourly positions to open the full-time position presented in the budget. The demand for jobs (court officer, records specialist, and public records technician) is increasing, which is why the need is essential.

Mr. Barron wanted to know if pothole fixes and street maintenance fall under the risk management's budget.

Mr. Ryan noted that the budget with public works has proposed funding for tree, pothole, and street maintenance.

Mr. Barron wanted to know if the South Gate Police App was a part of the budget for this year.

Chief explained that the app was not included in this year's budget. The investment for the app occurred in last year's budget.

Jose De La Paz, City Treasurer was glad to see investment in technology and asked if Mr. Ryan could add more clarification to increase the budget for the administrative services department.

Mr. Ryan explained that a part of the IT Master Plan explains the slight increase in budget. Currently, there are only three IT employees, and a part of the master plan is adding more employees to that department.

Mr. De La Paz requested that the finance department incorporate a debit card machine similar to the water department.

Mayor Avalos thanked all presenters for the presentation.

**SPECIAL JOINT BUDGET CITY COUNCIL, HOUSING AUTHORITY & SUCCESSOR  
AGENCY MEETING MINUTES OF JUNE 20, 2023**

**RECESS** Council/Authority/Agency Member Rios recessed the meeting at 9:25 p.m. to June 21<sup>st</sup> and seconded by Council/Authority/Agency Member Davila.

**PASSED** and **APPROVED** this      day of      2023.

ATTEST:

\_\_\_\_\_  
Maria del Pilar Avalos, Mayor/Chairperson

\_\_\_\_\_  
Yodit Glaze, City Clerk



**SOUTH GATE CITY COUNCIL  
SOUTH GATE HOUSING AUTHORITY  
SUCCESSOR AGENCY TO THE COMMUNITY DEVELOPMENT  
COMMISSION OF THE CITY OF SOUTH GATE**

**SPECIAL JOINT BUDGET MEETING MINUTES**

**WEDNESDAY, JUNE 21, 2023**

**CALL TO ORDER** Maria del Pilar Avalos, Mayor/Chairperson called the Special Joint Budget Session Meeting of the South Gate City Council to order at 5:31 p.m.

**ROLL CALL** Yodit Glaze, City Clerk

**PRESENT** Mayor/Chairperson Maria del Pilar Avalos, Vice Mayor/Vice Chairperson Gil Hurtado, Council/Authority/Agency Member Joshua Barron, Council/Authority/Agency Member Maria Davila, and Council/Authority/Agency Member Al Rios; City Treasurer Jose De La Paz, City Manager/Executive Director Chris Jeffers, City Attorney/Authority Counsel Raul F. Salinas

**1**  
**BUDGET ADMIN** The City Council, South Gate Housing Authority, and the Successor Agency to the Community Development Commission of the City of South Gate:

- a. Heard the various presentations on the Proposed Fiscal Year 2023-24 Municipal Budget and 5-Year Capital Improvement Program for the various entities;
- b. Approved Resolution No. 2023-47-CC entitled A Joint Resolution of the City Council of the City of South Gate, South Gate Housing Authority and Successor Agency to the Community Development Commission of the City of South Gate, California, adopting the Municipal Budget for Fiscal Year 2023-24 with the changes stipulated in Exhibit A and B for a total of \$156,497,819 for all funds along with any additions or deletions the Legislative Bodies may enact;
- c. Approving the budget modifications for Fiscal Year 2022-23 as described in Attachment C; and
- d. Approving Resolution No. 2023-46-CC entitled Resolution of the City Council of the City of South Gate, California, adopting the annual Gann Appropriations Limit for Fiscal Year 2023-24.

**SPECIAL JOINT BUDGET CITY COUNCIL, HOUSING AUTHORITY & SUCCESSOR  
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Yodit Glaze, City Clerk, goes over the budget specifically to the City Clerk's office and the current number of employees as well as accomplishments for the fiscal year 2023-24 so far.

Mayor Avalos asked where the money generated from passports goes to.

Kristopher Ryan, Director of Administrative Services, explained that the money generated goes to the general fund.

Mrs. Glaze concluded the City Clerk's presentation.

Jose De La Paz, City Treasurer, describes the reduction in the retirement contributions and the reason for the increase is related to medical insurance.

Mr. De La Paz concluded the presentation.

Steve Costley, Interim Parks & Recreation Director, explains that the county lacks adding park space and there are not enough parks in the city. There is an average of 6,000-8,000 people that visit the park every day. Mr. Costley went through each program and budget that the parks and recreation center offer.

Mario Dominguez, Resident, suggested adding art to the city council chambers and adding more Parks to the West side of South Gate.

Council Member Barron asked whether there has been an increase of auditorium reservations due to now allowing alcoholic beverages.

Mr. Costley answered that yes there has been a slight increase as Residents are slowly acknowledging that alcoholic beverages are being allowed.

Jose De La Paz, City Treasurer, asked about how the budget was explained with the new part-time positions hired from the City Clerk's office. He also stated whether the issue of residents sitting on the floor and in the hallways has been resolved. As for the Parks and Recreation budget presentation, he asked about outside companies or independent contractors using park facilities for their profit.

Mr. Costley explained those who reserve park facilities for their own classes are stopped by the Parks and Recreation employees and asked if they wish to continue, they will need a permit or if they are interested in becoming an independent contractor for the park.

**SPECIAL JOINT BUDGET CITY COUNCIL, HOUSING AUTHORITY & SUCCESSOR  
AGENCY MEETING MINUTES OF JUNE 21, 2023**

City Treasurer De La Paz continued with asking about the golf budget maintenance and how the empty spaces can be utilized for Youth sports and adding a dog park.

Mayor Avalos asked about the Senior Center attendance and whether it was every day of the week. She also asked about the number of memberships and the issue of gambling and drinking at the park facilities.

Mr. Costley responded with details on the Senior Center and the meal service provided. He could not provide the number of exact memberships at this time but did say they are working with the Police Department on the issue of gambling.

Council Member Rios said how much he likes to see activities at the park for the community. He also stated concern about the restroom cleanliness.

Mr. Costley then described the current budget for expanding the parks and the timeline for when those projects would take place.

Mr. Jeffers suggested going out into the community and seeing what the priority is on projects.

Mr. Costley concluded the Parks and Recreations presentation.

Meredith Elguira, Director of Community Development, went over the current budget and their need to hire 4 more full-time employees to help the backlog of permits and documents.

Ms. Elguira concluded the Community Development presentation.

Arturo Cervantes, Director of Public Works, presented the Departments roles and responsibilities as well as Operations budgets. He followed with a presentation of the Capital Improvement Program (CIP) which details infrastructure funding needs.

Mr. Cervantes concluded his presentation by going over the 5-year Capital Improvement Program and the carryover Project list.

Mayor Avalos asked if anyone in the audience and zoom wished to speak on this item.

Fred Avis, Resident, expresses that Public Works should provide employment to youth and troubled residents.

Mario Dominguez, Resident, wanted Ms. Elguira to elaborate about the El Paseo contamination and location of townhomes that are being built.

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Having no one else come forward, Mayor Avalos closed the audience portion.

Council Member Barron asked the Community Development Department about the ADU outreach in turning homes to Section 8 and to explain the stigma attached to Section 8 renters.

Ms. Elguira explained the different cost of rent for the units and inspectors make sure the units are safe for tenants to live in.

Council Member Barron asked how Public Works and Community Development work together to handle certain projects that may interact with one another.

Mr. Cervantes responded with how the replacement of traffic lights is meant to make the flow of traffic more efficient.

Council Member Barron asked about the GIS system and past due amounts on waste management.

Mr. Ryan noted that there are no pending balances on waste management.

Mr. Cervantes explains the tree preservation ordinance and the process of street improvement projects.

Ms. Elguira noted the address of 7916 Long Beach Blvd. for the construction of the Long Beach townhomes and the issue of the El Paseo parking lot that could possibly be contaminated. She mentioned there could be a grant to be able to clean up the area.

Ms. Elguira goes over the process and the reason why there is an extensive waiting list for Section 8. It is due to the shortage of units available for Section 8 applicants.

Vice Mayor Hurtado brought up the issue with the sewer rate and wants to make an education program for it. He also asked what percentage the city is in LED conversions for the streetlights.

Ms. Glaze asked about the food voucher through Section 8 and how to encourage landlords to want to participate in Section 8.

Mr. Cervantes explained the process of tree removal and the timeline of the process.

Mayor Avalos asked Ms. Elguira regarding how much the city pays a recipient of Section 8 in rent payment.

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Ms. Elguira went over the documents that will be shredded from the Community Development Department after being scanned to be able to be searchable documents.

Council Member Barron motioned to modify the Administrative Services budget by adding a full-time and keeping the part-time position due to the increase of permits that will be issued and seconded by Council Member Davila.

**ROLL CALL:** Council/Authority/Agency Member Barron, yes;  
Council/Authority/Agency Member Davila, yes;  
Council/Authority/Agency Member Rios, no; Vice Mayor/Vice  
Chairperson Hurtado, yes; Mayor/Chairperson Avalos, yes.

Mr. Jeffers compared local cities in how many Code Enforcement officers they each have to explain the efficiency of the department.

Ms. Glaze asked the Community Development Department to explain the duties of Code Enforcement officers.

Mr. Ryan went over the budget and how much it would cost for a full-time position.

Vice Mayor/Vice Chairperson Hurtado motioned to approve A, B, C & D and seconded by Council/Authority/Agency Member Davila.

**ROLL CALL:** Council/Authority/Agency Member Barron, yes;  
Council/Authority/Agency Member Davila, yes;  
Council/Authority/Agency Member Rios, yes; Vice Mayor/Vice  
Chairperson Hurtado, yes; Mayor/Chairperson Avalos, yes.

**ADJOURNMENT** Vice Mayor/Vice Chairperson Hurtado adjourned the meeting at 10:11 p.m. and seconded by Mayor/Chairperson Avalos.

**PASSED and APPROVED** this      day of      2023.

ATTEST:

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Maria del Pilar Avalos, Mayor/Chairperson

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Yodit Glaze, City Clerk