

MEASURE BP
STAKEHOLDERS OVERSIGHT
COMMITTEE
REGULAR MEETING



Chair	Betsy Lara
Vice-Chair	Pastor Elmer Jackson
Member	Jorge Hernandez
Member	Estela Mata-Carcamo
Member	Gregory Orozco
Member	Sasha Rodriguez
Member	Nghiem Van Nguyen

Agenda

August 13, 2024, 5:00 PM

Welcome to your Stakeholders Oversight Committee Meeting

We welcome your interest and involvement in the City's legislative process. This agenda includes information about topics coming before the Stakeholders Oversight Committee and the action recommended by city staff. You can read about each topic in the staff reports, which are available on the city's website and in the Office of the City Clerk.

Please note that, in the event of a technical issue causing a disruption in the call-in option or internet-based option, the meeting will continue unless otherwise required by law, such as when a Board Member is attending the meeting virtually pursuant to certain provisions of the Brown Act. Electronic devices are to be turned off during the Stakeholders Oversight Committee meetings are in session.

How to watch

The City of Baldwin Park provides two ways to watch a Stakeholders Oversight Committee meeting:

In Person



Most SOC meetings take place at City Hall, 14403 E. Pacific Ave., Baldwin Park, CA 91706

Online



Audio streaming will be available at

https://www.youtube.com/channel/UCFLZ0_dDFRjv59rhiDZ13Fq/featured?view_as=subscriber
http://baldwinpark.granicus.com/ViewPublisher.php?view_id=10

Reasonable Accommodations

Individuals with disabilities may request an agenda packet in appropriate alternative formats as required by the Americans with Disability Act of 1990. Reasonable accommodations and auxiliary aids will be provided to effectively allow participation in the meeting. In compliance with the ADA, if you need special assistance for the meeting, please contact the City Clerk's Office at (626) 960-4011 ext. 466 or squinones@baldwinpark.com. within 24 hours prior to the meeting so the City can make reasonable arrangements to ensure accessibility.

Public Comments

The public is encouraged to address the City Council or any of its Agencies listed on this agenda on any matter posted on the agenda or on any other matter within its jurisdiction. In accordance with Chapter 39 of the Baldwin Park Municipal Code, Speakers must address the Council as a whole and refrain from making impertinent, slanderous, or profane remarks or disrupt the peace of the meeting. Speaker cards are available at the podium and by request with the City Clerk.

Public Communication

There is a three-minute speaking time limit. This is the time set aside to address the City Council or any of its Agencies. Please notify the City Clerk if you require the services of an interpreter. No Action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The legislative body or its staff may: 1) Briefly respond to statements made or questions asked by persons; or 2) Direct staff to investigate and/or schedule matters for consideration at a future meeting. [Government Code §54954.2] If you wish to comment on agenda items and are unable to physically appear in person, please email your name, place of residence, item number or topic and to comments@baldwinpark.com. Written comments will be distributed and will be made part of the written record but will NOT be read verbally at the meeting

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMUNICATIONS

NEW BUSINESS

1. Pilot Program- Community Empowerment Grants- Youth Sports Organizations – Revised

It is recommended that the SOC:

1. Approve the Implementation of a Pilot Program for the award of community grants to non-profit organizations involved in the support of youth sports and formally organized as 501c(3) within the City of Baldwin Park, with 70% local youth resident enrollment (revised).
2. Approve the Allocation of \$30,000 of Measure BP funding for the Pilot Program.
3. Approve \$5,000 as the Maximum Cap to be awarded to any one organization.
4. Approve the award to be made on a reimbursement basis, with the option for a 50 percent advance payment (revised).
5. Authorize the CEO to make administrative adjustments as necessary.
6. SOC Recommendations of Award to grant applicants will be forwarded to the City Council for final approval and appropriation of the funds.

2. Proposal-Request For Measure BP Funding – Event Programming and Site Maintenance For the Susan Rubio Zocalo Park and Civic Plaza- Fiscal Year 24/25

It is recommended that the SOC:

1. Approve \$200,000 of Measure BP Funding for the event programming and maintenance of the Zocalo Park and Civic Plaza, which includes \$115,000 for Programming, \$50,000 for Maintenance and \$35,000 for contingency. For the Fiscal Year 2024/25.
2. Forward SOC Recommendation to City Council

Investment Opportunity Category: Recreation and Parks

Subcategories: Parks, Programs

Requester: City Council, Office of the CEO, RCS, Public Works

Dollar Amount Requested: \$200,000 (Amended by City Council)

3. Measure BP Sales Tax Financial Update

STAKEHOLDERS OVERSIGHT COMMITTEE/STAFF REQUESTS & COMMUNICATIONS

- 1 **CEO Zaldivar will have the Community Development Department make a presentation at the September 10, SOC Meeting about the City's Shop Local Digital Gift Card Program, which ran thru Year 2023, with \$115,000 invested in our local businesses and residents. The program generated positive activity in our local economy, which in turn generates more local sales tax revenue. A proposal will be made to implement a new phase of the program (trade name Yiftee) in time for the 2024 Holidays shopping season.**

ADJOURNMENT

CERTIFICATION

I, Shirley Quiñones, Chief Deputy City Clerk of the City of Baldwin Park hereby certify that, under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall bulletin board not less than 72 hours prior to the meeting.

Shirley Quiñones
Chief Deputy City Clerk

For further information regarding agenda items, please contact the office of the City Clerk at (626) 960-4011 ext. 466 or via e-mail at squinones@baldwinpark.com.

STAFF REPORT



TO: Chair and Members of the Measure BP Stakeholders Oversight Committee (SOC)

FROM: Enrique C. Zaldivar, Chief Executive Officer

DATE: August 13, 2024

SUBJECT: Pilot Program- Community Empowerment Grants- Youth Sports Organizations – Revised

SUMMARY

During the discussions related to the development of a framework for the Community Grants Program, the SOC directed Staff to present a proposal for a pilot program to test the viability, effectiveness, and the uptake interest by the community on the microgrants program. The pilot is to focus on youth sports non-profit organizations formally organized within the City of Baldwin Park. This report is updated with the revisions made by the SOC at its June 11, 2024 meeting.

RECOMMENDATION

It is recommended that the SOC:

1. Approve the Implementation of a Pilot Program for the award of community grants to non-profit organizations involved in the support of youth sports and formally organized as 501c(3) within the City of Baldwin Park, with 70% local youth resident enrollment (revised).
2. Approve the Allocation of \$30,000 of Measure BP funding for the Pilot Program.
3. Approve \$5,000 as the Maximum Cap to be awarded to any one organization.
4. Approve the award to be made on a reimbursement basis, with the option for a 50 percent advance payment (revised).
5. Authorize the CEO to make administrative adjustments as necessary.
6. SOC Recommendations of Award to grant applicants will be forwarded to the City Council for final approval and appropriation of the funds.

FISCAL IMPACT

The Measure BP Fund balance as of the month of April 2024 was \$7million, of which \$2.6 million has been committed to projects. The available balance is \$4.5 million, which is more than sufficient to support \$30,000 being recommended for the pilot program.

BACKGROUND

Several Investment Opportunity Categories were adopted by the SOC as its guiding document in considering the award of Measure BP funding to the multiplicity of requests for funding submitted to the SOC. One of the categories is City and Community Empowerment, which is intended to foster and support self-driven initiatives at the community and organization level to enhance the quality of life of all residents by implementing projects and programs that directly or indirectly benefit the city residents.

At its meeting of May 14, 2024, the SOC reviewed the community grants program of several other cities in California as a point of reference for our own. One salient consideration is that the application process and the application itself be kept simple and straight forward. SOC felt that piloting the process in a specific subgroup would be an effective way of ultimately developing the final program. The subgroup chosen is the Non-

Profit -501c3 registered- organizations that support youth sports in the City of Baldwin Park. Organizations such as Little League Baseball and Softball; Sports Cheer. Roadrunners Youth Football, Youth Soccer, Youth Martial Arts, etc. School-affiliated sports are not included in the pilot program.

DISCUSSION

The mission of youth sports organizations has long been recognized as essential in the development of our youth when it comes to character, personal discipline, community responsibility, teamwork, physical health, setting and achievement of goals, and the respect for rules. In the aftermath of the Pandemic, youth sports organizations in our City have had a real struggle to re-solidify their financial footing to run their organizations. It is very fitting that the SOC consideration of this pilot program for grant funding to be focused on such organizations.

Volunteer efforts and significant fund-raising activities are the engine that run the youth organizations. Without such contributions, the cost of running the sports programs would be so prohibitive that many families would not participate, causing a deleterious impact to the organizations and to the City as a whole.

But even with the fund- raising drives, youth sports organizations are often unable to afford the right type of equipment and supplies, much less able to travel to compete and learn from the competitive experience from playing teams from other cities. SOC funding, albeit on a pilot basis, would be a welcome supplement to make the organizations successful.

In the spirit of the SOC direction to make the process simple, accessible, and yet accountable, following is the primary criteria to be required for eligibility:

- a. Organization mission must be in support of youth sports.
- b. Organization must be formally registered as a non-profit 501c3
- c. Organization must be run and operated primarily by volunteers.
- d. Request for Grant can be for equipment, supplies, travel for a tournament, special training, upkeep of the facilities/field.
- e. Maximum amount of grant to an organization shall be \$5,000.
- f. Total amount of Measure BP Funds for the Pilot Program shall be \$30,000.
- g. Funds will be disbursed on a reimbursement basis, with the provision for an advance payment option of up to 20% of the grant.
- h. Receipts and proof of payment shall be required for all reimbursements.
- i. Time to expend the grant funds shall be one-year from the time of award.

An estimated timeline for the roll-out of the pilot program if approved by SOC would be in the Fall 2024 (September), with the City Council making the final approval for the recommended awards.

ALTERNATIVES

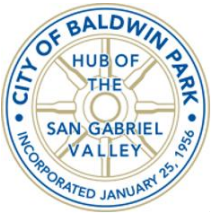
SOC may choose not to approve the pilot program or make modifications to the proposal.

LEGAL REVIEW

This report has been reviewed and approved by the City Attorney as to legal form and content.

ATTACHMENTS

1. Grant Application



**City of Baldwin Park
Measure BP Stakeholders Oversight Committee (SOC)**

**COMMUNITY EMPOWERMENT GRANT
Youth Sports Organizations
(Non-profit)
PILOT PROGRAM**

This form provides a statement of guidelines and criteria for awarding Community Empowerment Funding grants through Measure BP Funds. Community Empowerment Funding is intended to augment the efforts of nonprofit organizations to benefit residents in the City of Baldwin Park. This program is to channel requests through an application review, thereby ensuring that all requests are evaluated consistently to enter into agreements for specific measurable services and to ensure that recipients are held accountable for providing the agreed upon services within the specified time frame.

Requests for funding received from non-profit organizations involved in the support of youth sports and formally organized as 501(c)(3) within the City of Baldwin Park will be considered during a specified period. Due to limited resources, not all requests can be funded. It is not the intended to fund each request received but rather to review each proposal and provide funding to those non-profit organizations, specified above, which most effectively serve the needs and improve the well-being of the residents of the City of Baldwin Park.

There will be no roll-over of the budgeted funds for the Community Empowerment Funding Grant Program (within the City's operating budget) from one fiscal year to another. Any funds that were not allocated to a nonprofit organization by the end of the fiscal year will be returned to the Measure BP Fund.

The Project/Program must benefit the general community of Baldwin Park residents. Community Empowerment Funding grant shall not exceed \$5,000 per organization per fiscal year.

Community Service Funding is limited to organizations that have completed the Internal Revenue Service (IRS) process to become a 501(c)(3), nonprofit organization. Formal nonprofit status must be up-to-date and submitted as requested on the Application. Applicants must be in good standing. Nonprofit organizations may apply for funding only if the Project/Program serves a public purpose and follows the laws governing use of public funds.

Eligibility

To be eligible for funding:

- A Nonprofit with 501(c)(3) status form
- Providing a youth sports service that have Baldwin Park youth residents
- The organization's mission must be in support of youth sports.
- Organization must be formally registered as a non-profit 501(c)(3)
- The organization must be run and operated primarily by volunteers.
- Request for Grant can be for equipment, supplies, travel for a tournament, special training, upkeep of the facilities/field.
- Maximum amount of grant to an organization shall be \$5,000.

Funds will be disbursed on a reimbursement basis, with the provision for an advance payment option of up to 50% of the grant.

Receipts and proof of payment shall be required for all reimbursements.

Time to expend the grant funds shall be within the fiscal year from the time of award.

Organizations cannot include as part of the funding request:

- Salaries
- Scholarships to high school or college students
- Debt

Applicants who sign the Application enter into a written agreement with the City that specifies the responsibilities of the organization with respect to the use of the Community Empowerment Funding grant; Funds will be disbursed on a reimbursement basis, with the provision for an advance payment option of up to 50% of the grant; expenses will be documented and the organization must provide a full accounting of expenditures to substantiate that City funds were spent appropriately. Additional records may be requested by the City to ensure the funds were (or will be) used appropriately. All selected Applicants will have to enter into an indemnification agreement to release the City from liability for any activity performed pursuant to the Community Empowerment Funding grant, 70 % of participants must be youth residents of Baldwin Park.

Receipts and proof of payment shall be required for all reimbursements.

Time to expend the grant funds shall be within the fiscal year from the time of award.

Application must be submitted to:

Submission of this application in no way obligates the City of Baldwin Park to award a grant.

The City of Baldwin Park reserves the right to reject any or all applications, wholly or in part, at any time, without penalty.

Name of Non-Profit Organization:		501(c)(3) Certification attached:		
Address:		City:	State:	Zip Code:
Name of Contact:	Phone No.:	Email:		
Contact's Address (if different from above)		City:	State:	Zip Code:

FUNDING REQUEST

Amount Requested (not-to-exceed \$5,000):	No. of Residents Servicing:
Reason for Request (please explain in detail your request for funding and how it will benefit the Baldwin Park residents.):	

Signature

Print Name

Date

Submit Applications to: Office of the Chief Executive Officer
 Attn: Shirley Quiñones
 In-person: 14403 E. Pacific Ave, Baldwin Park, CA 91706
 Email: squinones@baldwinpark.com

Questions: Shirley Quinones at (626) 960-4011 ext. 466

STAFF REPORT



TO: Chair and Members of the Measure BP Stakeholders Oversight Committee (SOC)

FROM: Enrique C. Zaldivar, Chief Executive Officer

DATE: August 13, 2024

SUBJECT: Proposal-Request For Measure BP Funding – Event Programming and Site Maintenance For the Susan Rubio Zocalo Park and Civic Plaza- Fiscal Year 24/25

SUMMARY

The Susan Rubio Zocalo Park and Civic Plaza (Zocalo Plaza) currently under construction is slated to be completed and dedicated in mid September 2024. Zocalo will be a hallmark of civic, cultural, social, and artistic activities for the entire city community. Ensuring that there is funding for its programming and maintenance is of paramount importance. Measure BP Funding is appropriate under the SOC's Recreation and Parks Investment Opportunity Category.

RECOMMENDATION

It is recommended that the SOC:

1. Approve \$200,000 of Measure BP Funding for the event programming and maintenance of the Zocalo Park and Civic Plaza, which includes \$115,000 for Programming, \$50,000 for Maintenance and \$35,000 for contingency. For the Fiscal Year 2024/25.
2. Forward SOC Recommendation to City Council

Investment Opportunity Category: Recreation and Parks

Subcategories: Parks, Programs

Requester: City Council, Office of the CEO, RCS, Public Works

Dollar Amount Requested: \$200,000 (Amended by City Council)

FISCAL IMPACT

As of July 31, there is balance of \$6,321,414 in the measure BP Fund, more than adequate to cover this request.

BACKGROUND/DISCUSSION

Zocalo Plaza has been made possible by a collage of state funding, grants, and special funds. But importantly, it has been made possible by the vision and determination of the City Council, who created the vision and have provided the drive to make it happen. As it approaches its completion and dedication in just a few weeks, the City Council recognized that funding for its programming and maintenance must be secured for Fiscal year 2024-25. Staff had requested \$165,000, Council added a contingency of \$35,000 to the request for a total of \$200,000, and directed Staff to present the Request For Funding to the SOC.

ALTERNATIVES

None being recommended.

LEGAL REVIEW

This report has been reviewed and approved by the City Attorney as to legal form and content.

ATTACHMENTS

1. Staff Report to the City Council date June 19, 2024
2. City Council Meeting Minutes of June 19, 2024.

STAFF REPORT



TO: Honorable Mayor and Members of the City Council

FROM: Enrique C. Zaldivar, Chief Executive Officer
 Manuel Carrillo Jr., Director of Recreation and Community Services
 Rose Tam, Director of Finance
 Sam Gutierrez, Director of Public Works

DATE: June 19, 2024

SUBJECT: Event Programming and Site Maintenance for the Susan Rubio Zocalo Park and Civic Plaza- Fiscal Year 24/25 Funding

SUMMARY

With the imminent completion of the Zocalo Plaza slated for late July 2024, the need for to develop a programming calendar to activate the plaza with events, and the allocation of resources to maintain it, is timely as the City Council considers the City budget for Fiscal Year 2024/25.

RECOMMENDATION

It is recommended that the City Council:

1. Direct Staff to present a Request for Funding to the Measure BP Stakeholders Oversight Committee (SOC) for the Programming and Maintenance of the Zocalo Plaza.
2. The estimated amount of funding needed is \$ 115,000 for Programming and \$50,000 for Maintenance for a total cost of \$165,000 for FY 24/25.
3. Direct staff to establish a programming calendar that will have community and civic activities such as musical performances, dance and folklorico performances, poetry, community dance “tardeadas”, local culinary expos, etc, at least twice a month as a goal.

FISCAL IMPACT

Zocalo Plaza is a brand-new facility with no pre-existing budget for programming nor maintenance. Its construction was made possible by grants and other special funds, none of which include funding for programming or maintenance. The General Fund is not able to sustain any further obligations at this juncture. Measure BP Funding is an appropriate potential funding source in that the Plaza offers a direct benefit to the community at large. A request for funding for \$165,000 will be presented to the SOC at its meeting of August 2024. This request for funding would fall under the Recreation and Parks Investment Opportunity category of the SOC’s priority guidelines.

BACKGROUND

Construction of the Susan Rubio Zocalo Park and Civic Plaza (Zocalo Plaza) broke ground in January 2023. The City’s vision for the Zocalo Plaza is for it to become a civic and community gathering place for cultural, artistic, and civic activities for all city residents and visitors to our city, as a way of further activating the downtown

district of the city; and who in turn will patronize the downtown businesses, generating sales tax revenue. Zocalo Plaza itself has a retail restaurant building to complement the program activities being held there.

DISCUSSION

Zocalo Plaza features a number of physical amenities intended to provide a wholesome and fulfilling experience for all residents and visitors alike: it offers a walkway around the perimeter of the plaza for folks to enjoy a nice stroll; it has a pavilion center stage for hosting of cultural, artistic and civic events, with an amphitheater-like seating area for the audience; it has beautiful landscaping to enrich the natural experience of all attendees; and it has a retail restaurant building for the enjoyment of attendees to the park, once a restaurant operator is in place. All of these features require resources in the form of staffing time, contract cost, supplies and materials. Following is a breakdown of the estimated costs, adding up to \$165,000 for FY 24/25:

Proposed Programing Budget:	
Part Time Support Staff	\$25,000.00
Supplies	\$25,000.00
Professional Services	\$40,000.00
Facility Maintenance	\$25,000.00
Proposed Programming Sub Total	\$115,000.00
Proposed Maintenance Budget:	
Maintenance Services	\$35,000.00
Materials and Supplies	\$15,000.00
Proposed Maintenance Sub Total	\$50,000.00
Proposed Total	\$165,000.00

Samples of Potential Activities on a weekly basis:

- Chalk Art Fest
- Arts & Crafts
- Family style entertainment
- Petting Zoo
- Balloon Artist
- Bubble Artist & Games
- Caricatures Artist
- Environmental activities
- Provide stage space to youth groups (cheer, choir, ballet folklorico, youth mariachi, etc.)
- Aztec Dancers
- Local Artisans

Move or partially host activities @ Zocalo

- Conclude Parade
- Tree Lighting Ceremony
- Holiday Programs (NEW)
- Host elements of Dia de Los Muertos or expand existing program
- Host elements of Black History Month or expand existing program
- Host elements American Pacific Islander (AAPI) or expand existing program

- Essentially the ARC will be an indoor space and Susan Rubio Zocalo Park will be an outdoor space. Both facilities will complement each other and create synergy to open up the Historical Museum.

Monthly Professional Monthly Events

Professional Performers:

- Story Telling
- Puppet Show
- Art Competition
- Mariachis in the Park
- Entertainment to draw residents to the Susan Rubio Zocalo Park
- Baldwin Park Idol or Karaoke Sessions
- Host Desert Trucks
- Host Audio Visual Game Trucks (Create gaming tournaments)
- El Grito Ceremony and other cultural events

ALTERNATIVES

None being recommended.

LEGAL REVIEW

This report has been reviewed and approved by the City Attorney as to form.

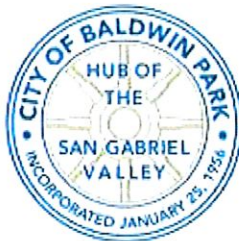
ATTACHMENTS

1. None

CITY COUNCIL
REGULAR MEETING

Minutes

June 19, 2024, 7:00 PM



Mayor	Emmanuel J. Estrada
Mayor Pro Tem	Jean M. Ayala
Councilmember	Alejandra Avila
Councilmember	Daniel Damian
Councilmember	Monica Garcia

These minutes are presented in Agenda order.

CALL TO ORDER

The meeting was called to order at approximately 7:10 p.m. by Mayor Estrada.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Estrada.

ROLL CALL

City Clerk Saenz performed roll call:

MEMBERS:

Councilmember Alejandra Avila (present)
Councilmember Daniel Damian (present)
Councilmember Monica Garcia (absent)
Mayor Pro Tem Jean M. Ayala (present)
Mayor Emmanuel Estrada (present)

REPORT FROM CLOSED SESSION

Assistant City Attorney Ornelas-Lopez announced that the City Council met in closed session and the all the Councilmembers were present except for Councilmember Garcia. On all the items on the Special Agenda, counsel gave an update and City Council provided direction, there is no reportable action.

ANNOUNCEMENTS

The Mayor announced that the City Council are also members of the Board of Directors of the Housing Authority and Finance Authority which are concurrently convening with the City Council this evening and each Council Member is paid an additional stipend of \$30 for attending the Housing Authority meeting and \$50 for attending the Finance Authority meeting.

Mayor Pro Tem Ayala requested that today's meeting be closed in the honor of Natividad Arrellano.

PROCLAMATIONS, COMMENDATIONS & PRESENTATIONS

The Mayor and City Council presented Certificates of Recognition for the Recreation and Community Services Student Commission (Itzel Herrera and Lindsey Castro), Term from July 1, 2023 to June 30, 2024.

The Mayor and City Council proclaimed June 2024 as the National Homeownership Month

The Mayor and City Council proclaimed June 19, 2024 as Juneteenth Awareness Month

PUBLIC COMMUNICATIONS

The Mayor opened Public Communications at approximately 7:25 p.m., seeing no one wishing to speak public communications was closed.

CONSENT CALENDAR

All items listed are considered to be routine business by the City Council and will be approved with one motion.

1. **City of Baldwin Park's Warrants and Demands**

Motion ratify the attached Warrants and Demands Register.

MOTION: It was moved by Emmanuel Estrada, seconded by Jean M Ayala to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

2. **Treasurer's Report City (CC) – March 2024**

Motion to receive and file the Treasurer's Report for March 2024.

MOTION: It was moved by Emmanuel Estrada, seconded by Jean M Ayala to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

3. **Meeting Minutes for June 5, 2024**

Motion to approve the Regular City Council Meeting held on June 5, 2024.

MOTION: It was moved by Emmanuel Estrada, seconded by Jean M Ayala to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

4. **Adopt Resolution No. 2024-026 Setting the Appropriations Limit for Fiscal Year 2024-25**

Motion to adopt Resolution No.2024-026, setting the Appropriations Limit for Fiscal Year 2024-25 at \$101,614,675.

MOTION: It was moved by Emmanuel Estrada, seconded by Jean M Ayala to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

5. **Approval of Annual Statement of Investment Policy for Fiscal Year 2024-25**

Motion to approve the Statement of Investment Policy for Fiscal Year 2024-25.

MOTION: It was moved by Emmanuel Estrada, seconded by Jean M Ayala to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

6. **Treasurer's Report City (CC) – April 2024**

Motion to receive and file the Treasurer's Report for April 2024.

MOTION: It was moved by Emmanuel Estrada, seconded by Jean M Ayala to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

7. **Approval of agreement with All City Management Services to provide school crossing guard services for fiscal year 2024-2025**

Motion to

1. Approve the contract with ACMS for crossing guard services.
2. Authorize the Mayor to execute the agreement.
3. Authorize the Director of Finance to appropriate fundings and add the funding allocations to the FY 2024-25's budget.
4. Authorize the Director of Finance to bill Baldwin Park Unified School District (BPUSD) for their share of the contract in the amount of \$150,555.50.

MOTION: It was moved by Emmanuel Estrada, seconded by Jean M Ayala to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

8. **Approve a Request for Proposal for the Emergency Operations Center Upgrade Project.**
Motion to:
1. Approve the release of the Request for Proposal; and
 2. Direct staff to review and rank the responses to the RFP based on the evaluation criteria; and
 3. Present a recommendation to the City Council, including a cost estimate, for award of the contract.

MOTION: It was moved by Emmanuel Estrada, seconded by Jean M Ayala to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

9. **Approval for Purchase of Overhead Street Name Signs for Francisquito Avenue and Various Intersections**
Motion to:
1. Approve the purchase of forty-five (45) signs through Pacific Products Inc.; and
 2. Authorize the Director of Finance to make the necessary budget transfers and adjustments for the proposed purchase of these signs and hardware; and
 3. Authorize the Director of Public Works, or his designee, to complete all the proper documentation to process purchase order requisition for the purchase of these signs.

MOTION: It was moved by Emmanuel Estrada, seconded by Jean M Ayala to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

10. **Review of the Fiscal Year 2023 Edward Byrne Memorial Justice Assistance Grant (JAG) Program and Grant Award Modification (GAM) Request.**
Motion to:
1. Review the attached FY 2023 JAG Grant Award Letter/Agreement, Summary of FY 2023 JAG Grant Project (Original and Revised), and Grant Award Modification (GAM) Request; and
 2. Provide any comments or feedback on the proposed changes to the grant manager within the 30-day review period; and
 3. Authorize the Mayor to execute the "Certifications and Assurances by the Chief Executive of the Applicant Government" form.

MOTION: It was moved by Emmanuel Estrada, seconded by Jean M Ayala to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

11. **Request for Authorization to Enter into a Software-as-a-Service (SaaS) Agreement with Performa Labs, Inc. ("Performa") For Law Enforcement Training.**
Motion to:
1. Authorize the Chief Executive Officer to enter into a SaaS agreement with Performa Labs, Inc. for law enforcement training services; and
 2. Authorize the Director of Finance to appropriate \$16,330.00 from the Police Department's training budget, account number 100-30-310-53200-00000, with the understanding that the City may be reimbursed through the FY 2023 Edward Byrne Memorial Justice Assistance Grant (JAG) Program; and
 3. Authorize the Chief Executive Officer or his designee to complete all appropriate documentation for the agreement.

MOTION: It was moved by Emmanuel Estrada, seconded by Jean M Ayala to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

12. **Approval for Repair to Damaged Railing of the Pedestrian Overcrossing Bridge Caused by Vehicle Collision**

Motion to:

1. Approve the repairs to the Pedestrian Overcrossing (POC) on the I-10/ Bess Ave in the amount of \$72,395.00 to Greg Ruvolo; and
2. Authorize the Director of Finance to make the necessary appropriation and budget adjustments for the proposed repair to the Pedestrian Overcrossing (POC); and

MOTION: It was moved by Emmanuel Estrada, seconded by Jean M Ayala to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

13. **Letter of Support for Kaiser Permanente Application for a Proposed All-inclusive Care For the Elderly (PACE) Program Center**

Motion to :

1. Approve Issuing a Letter of Support for Kaiser Permanente's application for a proposed PACE Program Center in the City of West Covina, to serve elderly KP members in part of the KP Baldwin Park Medical Center service area.
2. Authorize the Chief Executive Officer to prepare and issue the Letter of Support with City Council and CEO signatures addressed to: California Health and Human Services Agency, Department of Health Care Services, Integrated Systems of Care Division Attn: Elva Alatorre, PACE Unit Chief PO Box 997413, Sacramento, CA 95899-7413

MOTION: It was moved by Emmanuel Estrada, seconded by Jean M Ayala to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

14. **Grant Application for Tobacco Program Enforcement Activities- California State Attorney General Office**

Motion to authorize Staff to apply for the California Attorney General Tobacco Grant Program Fiscal Year 24/25 Cycle, by the deadline of June 28, 2024 in partnership with the Wellness Center of LA in accordance with guidelines.

MOTION: It was moved by Emmanuel Estrada, seconded by Jean M Ayala to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

15. **Grant Application- Single Jurisdiction Local Hazard Mitigation Plan- Governor's Office of Emergency Services.**

Motion to Ratify actions taken by staff for submission of the grant application signed by the Chief Executive Officer (CEO) and prepared by Community Development Staff and its consultant for the Single Jurisdiction Local Hazard Mitigation Plan grant from the Governor's Office of Emergency Services.

MOTION: It was moved by Emmanuel Estrada, seconded by Jean M Ayala to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

16. **Amendment to the Consultant Services Agreement between the City of Baldwin Park, and Lorraine Mendez and Associates, Inc. For HUD reporting and consulting services.**

Motion to authorize the Chief Executive Officer to execute an amended Consultant Services Agreement with Lorraine Mendez and Associates, Inc., subject to any non-substantive changes made by the CEO and City Attorney and authorize the Director of Finance to appropriate the funds and budget amendments accordingly.

MOTION: It was moved by Emmanuel Estrada, seconded by Jean M Ayala to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

17. **Second Reading and Adoption of Ordinance 1510, entitled, “AN ORDINANCE OF CITY COUNCIL OF THE CITY OF BALDWIN PARK REPEALING AND REPLACING SECTION 153.170 OF THE MUNICIPAL CODE RELATING TO SIGN REGULATIONS TO INCLUDE NEW LANGUAGE REGARDING NEW STATIC OR DIGITAL BILLBOARD CONSTRUCTION AND BILLBOARD RELOCATION AGREEMENTS, INCORPORATION OF PREVIOUSLY APPROVED SIGN REGULATIONS THAT WERE NOT CODIFIED, AND REORGANIZATION OF THE CHAPTER AS A WHOLE”.**

Motion to waive further reading and adopt Ordinance 1510, entitled, “AN ORDINANCE OF CITY COUNCIL OF THE CITY OF BALDWIN PARK REPEALING AND REPLACING SECTION 153.170 OF THE MUNICIPAL CODE RELATING TO SIGN REGULATIONS TO INCLUDE NEW LANGUAGE REGARDING NEW STATIC OR DIGITAL BILLBOARD CONSTRUCTION AND BILLBOARD RELOCATION AGREEMENTS, INCORPORATION OF PREVIOUSLY APPROVED SIGN REGULATIONS THAT WERE NOT CODIFIED, AND REORGANIZATION OF THE CHAPTER AS A WHOLE”.

MOTION: It was moved by Emmanuel Estrada, seconded by Jean M Ayala to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

PUBLIC HEARING

18. **A Resolution of the City Council of the City of Baldwin Park Confirming the Advisory Committee’s Report and Levying the Assessment in the Baldwin Park Citywide Business Improvement District for Fiscal Year 2024-25**

Motion to

1. Adopt Resolution No. 2024-021, entitled “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BALDWIN PARK, CONFIRMING THE ADVISORY COMMITTEE’S REPORT AND LEVYING THE ASSESSMENT IN THE BALDWIN PARK CITYWIDE BUSINESS IMPROVEMENT DISTRICT FOR FISCAL YEAR 2024-2025”; and
2. Approve the FY 2024-25 BIT budget allocation.

The Mayor opened Public Hearing at approximately 7:26 p.m., seeing no one wishing to speak public hearing was closed.

MOTION: It was moved by Emmanuel Estrada, seconded by Alejandra Avila to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

19. **Public Hearing and Adoption of Resolution No. 2024-025, Ordering the Assessments for the Citywide Landscaping and Lighting Maintenance Assessment District for FY 2024-2025**

It is recommended that the City Council hold a Public Hearing, and after considering testimony, adopt Resolution No. 2024-025, entitled “A Resolution of The City Council of The City of Baldwin Park, California, Ordering the Annual Levy and Collection of Assessment Associated with Citywide Landscaping and Lighting Maintenance Assessment District for FY2024-2025, and Authorizing the Los Angeles County Assessor to Add this Special Assessment to the Property Tax Bills.”

MOTION: It was moved by Emmanuel Estrada, seconded by Alejandra Avila to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

The Mayor opened Public Hearing at approximately 7:27 p.m., seeing no one wishing to speak public hearing was closed.

20. **Public Hearing and Adoption of Resolution No. 2024-024, Ordering the Assessments for the Citywide Park Maintenance Assessment District for FY2024-2025.**

Motion to adopt Resolution No. 2024-024 entitled “A Resolution of The City Council of The City of Baldwin Park, California, Ordering the Annual Levy and Collection of Assessment Associated with the Citywide Park Maintenance Assessment District for FY2024-2025, and Authorizing the Los Angeles County Assessor to Add this Special Assessment to the Property Tax Bills.”

The Mayor opened Public Hearing at approximately 7:31 p.m., seeing no one wishing to speak public hearing was closed.

MOTION: It was moved by Emmanuel Estrada, seconded by Alejandra Avila to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

The Mayor opened Public Hearing at approximately 7:31 p.m., seeing no one wishing to speak public hearing was closed.

21. **Public Hearing and Adoption of the Budget for Fiscal Year 2024-25 for the City, Finance Authority, Municipal Financing Authority, Housing Authority and Successor Agency**

Motion to adopt the fiscal year 2024-25 Budget for:

- City of Baldwin Park by Resolution No. 2024-027, and
- Finance Authority by Resolution No. FA 2024-001, and
- Municipal Financing Authority by Resolution No. MFA 2024-001, and
- Housing Authority by Resolution No. HA 2024-003, and
- Successor Agency by Resolution No. SA 2024-001

The Mayor made an announcement that the Finance Authority, Housing Authority and Municipal Finance Authority Meetings are being conducted simultaneously with the Regular Meeting.

Public Hearings for Items 21, SA Item 1, Finance Authority, Housing Authority and Municipal Finance Authority are being heard simultaneously. The Mayor opened Public Hearing at approximately 7:30 p.m. and seeing no one wishing to speak the public hearing was closed.

MOTION: It was moved by Emmanuel Estrada, seconded by Alejandra Avila to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

REPORTS OF OFFICERS

22. **Event Programming and Site Maintenance for the Susan Rubio Zocalo Park and Civic Plaza- Fiscal Year 24/25 Funding**

Motion to

1. Direct Staff to present a Request for Funding to the Measure BP Stakeholders Oversight Committee (SOC) for the Programming and Maintenance of the Zocalo Plaza.
2. The estimated amount of funding needed is \$ 115,000 for Programming and \$50,000 for Maintenance for a total cost of \$165,000 for FY 24/25 and request funding up to \$200,000.
3. Direct staff to establish a programming calendar that will have community and civic activities such as musical performances, dance and folklorico performances, poetry, community dance “tardeadas”, local culinary expos, etc, at least twice a month as a goal.

MOTION: It was moved by Daniel Damian, seconded by Alejandra Avila to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

23. **Adopt Resolutions Approving Memorandums of Understanding Between the City of Baldwin Park And Baldwin Park City Associations for (CEA), (CCEA), (CMEA), (POA), (PMEA), (SEIU), and the Executive & Unclassified Managers Benefits Matrix for the term of July 1, 2024 – June 30, 2027**

Motion to approve and adopt:

1. Resolution No. 2024-029 to Approve the MOU with the Baldwin Park City Employees Association (CEA); and
2. Resolution No. 2024-030 to Approve the MOU with the Baldwin Park Classified Confidential Employees Association (CCEA); and
3. Resolution No. 2024-031 to Approve the MOU with the Baldwin Park Classified Management Employees Association (CMEA); and
4. Resolution No. 2024-032 to Approve the MOU with the Baldwin Park Police Officers Association (POA); and
5. Resolution No. 2024-033 to Approve the MOU with Police Management Employees Association (PMEA); and
6. Resolution No. 2024-034 to Approve the MOU with the Service Employees International Union Local 721 (SEIU); and
7. Resolution No. 2024-035 Amending the Executive Employees and Unclassified Managers Benefits Matrix to grant similar adjustments as other groups; and
8. Resolution No. 2024-036 Updating the Comprehensive City of Baldwin Park Pay Schedule to reflect salary adjustments for full-time and part-time positions, beginning July 1, 2024; and
9. Authorize the Director of Finance to set aside and allocate the General Fund surplus of \$838,845 from FY 2022, \$1,091,408 from FY 2023, and a projected surplus of \$900,000 from FY 2024, in addition to the previously set aside surplus of \$2,000,000 from FY 2021, to cover the estimated costs for the General Fund portion of this MOU, as well as the COLA for part-time employees. Furthermore, authorize the completion of all necessary appropriations and budget amendments for this MOU for all funds; and
10. Authorize the Chief Executive Officer to make corrections and adjustments technical in nature to be in conformance with the intent of the City Council.

MOTION: It was moved by Emmanuel Estrada, seconded by Alejandra Avila to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

CITY COUNCIL ACTING AS SUCCESSOR AGENCY OF THE DISSOLVED COMMUNITY DEVELOPMENT COMMISSION

SA 1. Successor Agency to the Dissolved Community Development Commission of The City of Baldwin Park Warrants and Demands

Motion to ratify the attached Warrants and Demands Register.

MOTION: It was moved by Emmanuel Estrada, seconded by Jean M Ayala to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

SA 2. Treasurer's Report SA – March 2024

Motion to receive and file the Treasurer's Report for March 2024.

MOTION: It was moved by Emmanuel Estrada, seconded by Jean M Ayala to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

SA 3. Treasurer's Report SA – April 2024

Motion to receive and file the Treasurer's Report for April 2024.

MOTION: It was moved by Emmanuel Estrada, seconded by Jean M Ayala to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

CITY COUNCIL ACTING AS SUCCESSOR AGENCY - PUBLIC HEARING

SA 4. Public Hearing and Adoption of the Budget for Fiscal Year 2024-25 for the City, Finance Authority, Municipal Financing Authority, Housing Authority and Successor Agency

Motion to adopt the fiscal year 2024-25 Budget for:

- City of Baldwin Park by Resolution No. 2024-027, and
- Finance Authority by Resolution No. FA 2024-001, and
- Municipal Financing Authority by Resolution No. MFA 2024-001, and
- Housing Authority by Resolution No. HA 2024-003, and
- Successor Agency by Resolution No. SA 2024-001

Public Hearings for Items 21, SA Item 1, Finance Authority, Housing Authority and Municipal Finance Authority are being heard simultaneously. The Mayor opened Public Hearing at approximately 7:30 p.m. and seeing no one wishing to speak the public hearing was closed.

MOTION: It was moved by Emmanuel Estrada, seconded by Alejandra Avila to adopt Motion Passed [4 – 0]. **AYES: AVILA, DAMIAN, AYALA, ESTRADA**

CITY COUNCIL / CITY CLERK / CITY TREASURER / STAFF REQUESTS & COMMUNICATION

CEO Zaldivar notes that with Independence Day Celebrations leading up to and on the 4th of July, the following related activities will be taking place:

- City's Independence Day Spectacular at Sierra Vista High School- Wednesday July 3.
- Fireworks Vendors Permitted to Sell Fireworks
- County Fire Fireworks Advisories for Safe use of Fireworks to be published on City social media and website.
- Electronic advisory signs placed on major city streets by Public Works
- BPPD will coordinate closely with LAC Fire Department and will add patrol officers for added vigilance.

ADJOURNMENT

Mayor Estrada adjourned the meeting at approximately 7:55 p.m.


Emmanuel J Estrada, Mayor

ATTEST:


Christopher Saenz, City Clerk

APPROVED: July 17, 2024



Measure BP Sales Tax (TUT)

Financial Update as of July 31, 2024

Revenue

Measure BP Sales Tax

May 2023 - July 2024 \$ 8,853,328

Interest Income

Interest Income through June 2024 \$ 115,319

Total Revenue Received

\$ 8,968,646

Expenditures

11 Police new vehicles with 5-year lease approved by SOC on 2/13/2024 & by CC on 3/6/2024 (committed and not yet spent) \$ 1,136,000

Two-Way APX Radio System by Motorola Solutions approved by SOC on 2/13/24 & by CC on 2/21/2024 (committed and not yet spent) \$ 1,297,301

Architectural services for Concept Reports for a proposed sports complex approved by SOC on 2/13/2024 & by CC on 3/6/2024 (committed and not yet spent) \$ 80,000

1 Kubota tractor approved by SOC on 3/12/2024 & by CC on 5/1/2024 (committed and not yet spent) - Purchase \$ 59,000

1 full size crew cab pick-up truck approved by SOC on 3/12/2024 & by CC on 5/1/2024 (committed and not yet spent) - Lease \$ 74,931

Total Expenditures Include Committed

\$ 2,647,232

Projected Fund Balance as of July 31, 2024

\$ 6,321,414

TUT=Transactions & Use Taxes