



Additional Documents List

Regular City Council Meeting

April 15, 2020

Item No.	Agenda Item Description	Distributor	Document
1	Coronavirus Update and Discussion	City Departments	PowerPoint Presentation
16	Approve Non-Exclusive Franchise Agreements with 1) Navarro's Towing and 2) Henry's Towing and Recovery Incorporated for a Total Not-To-Exceed Amount of \$4,408 Over a Period of Four Years Each for Police Towing Services	Joe Ortiz, Chief of Police	Memo
PC	Public Comment submitted for: General Public Comment; Agenda Item Nos. 1, 4, and 14"	City Clerk Division	Public Comment E-mails



CORONAVIRUS UPDATE



April 15, 2020

COVID-19

- CITY OFFICIALS CONTINUE TO PARTICIPATE IN REGULAR DAILY BRIEFINGS
 - Updates from Regional Partners occur daily
 - “Leaning in” to stay informed
 - Very connected with our local, state and federal partners
- **Non-stop interaction**

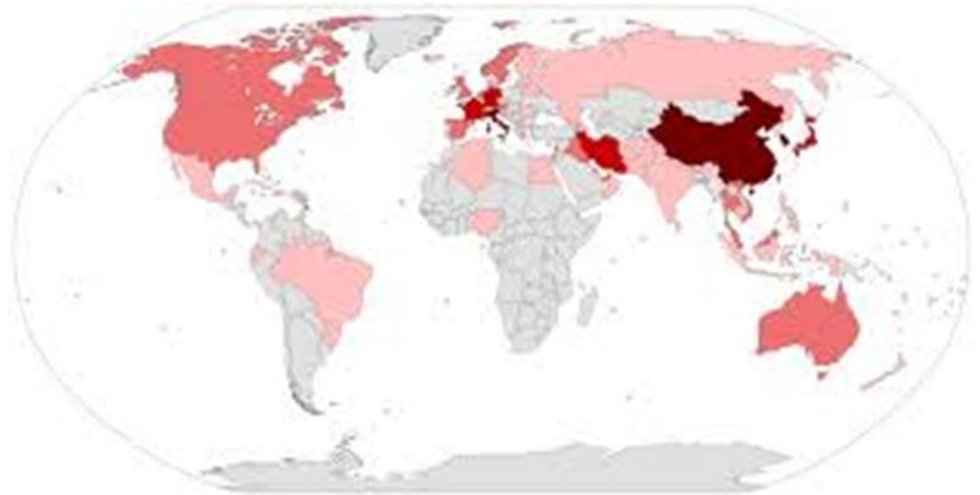


COVID-19

- CURRENT SITUATION APRIL 15, 2020

Number of Cases:

- * Globally
- * US
- * California
- * LA County
- * South Pasadena





COVID-19

- PROJECTIONS FOR PEAK RESOURCE USAGE IN CALIFORNIA AND LA COUNTY

April 13 – 17

Projected resources needed:

All Hospital Beds Needed/Available

All ICU Beds Needed/Available

Invasive Ventilators Needed

Projections indicate 'Safer at Home' orders are working!



COVID-19

Safer at Home Orders Extended until May 15th

Requires all essential workers wear face coverings

Requires public to wear face coverings anytime engaged with others in public or private group settings

Face covering options

COVID-19

- TESTING:
 - Number of people tested in LA County
 - % of Positive Cases
 - % of Positive Cases Requiring Hospitalization
 - Locations and Number of Testing Sites
 - Eligibility for Testing
 - How to apply for a test
 - How long does it take for results



COVID-19

- Types of Testing
- Cost of Getting Tested
- Additional Frequently Ask Questions

Call 2-1-1

[covid19.lacounty.gov/testing](https://www.covid19.lacounty.gov/testing)



COVID-19

- **FACTS REMAIN CONSISTANT**
 - Social Distancing is working!
 - Important to stay the course and continue to practice Social Dist
 - Wear face covering while in public
 - Continue to practice good hygiene – **WASH HANDS!**
 - Avoid touching your face
 - Cover coughs and sneezes
 - You should stay home if you are sick
 - You should call your physician for guidance if sick



COVID-19

- RESOURCES

- CDC WEBSITE

- <https://www.cdc.gov/coronavirus/2019-ncov/index.html>

- LA COUNTY DEPT OF PUBLIC HEALTH WEBSITE

- <http://www.publichealth.lacounty.gov/media/Coronavirus/>

- LA COUNTY 211

- <https://www.211la.org/>

COVID-19 Website

<https://www.COVID-19.ca.gov>



FIRE DEPARTMENT



April 15, 2020



Fire Department

- **OPERATIONS**

- Department is fully staffed.
- Currently, there are no projected reductions in staffing or interruption to Fire and EMS services in the City.
- No Fire Personnel have been subjected to quarantine
- Calls for service have increased and most EMS calls are suspected COVID Patients
- Department is fully stocked with Personal Protective Equipment and additional EMS supplies.
- There are no projected shortages of PPE's for Fire Personnel



Fire Department

- All training continues to be in-house with South Pasadena personnel only attending.
- All non-essential time off requests remain cancelled through May
- Discussions continue with Area C Chiefs, Regional and State partners developing contingency plans for fire coverage in the event multiple neighboring cities have reduced staffing due to potential exposures.
- At this point, no contingency plans have been deployed and neighboring cities continue in normal operations for Fire and EMS



Fire Department

- **Fire Prevention Activities**

- Plan checks will continue with a modified review process to adhere to proper social distancing practices.
- Routine Business Inspections are suspended UTF.
- Fire Inspector will continue to conduct essential field inspections. Such inspections will be properly scheduled to minimize social contact (Practice is subject to change as situation evolves).



Fire Department

- **Emergency Management**

- The Emergency Operations Center remains open at a level 3. Level 3 allows the City to track and report costs associated with the outbreak, request additional equipment and be positioned to request reimbursement under the California Disaster Assistance Act (CDAA).
- City has submitted required documents for Federal Financial Assistance to recover costs associated with response efforts



POLICE DEPARTMENT



April 15, 2020



Police Department

- The front desk and lobby are still open.
- Patrol and dispatch are functioning as normal.
- Dispatchers are screening calls for signs or symptoms of COVID-19.
- The public is encouraged to use online reporting methods.
- Alternate work schedules are planned for professional, detective, and command staff.
- Overnight parking exemption has been extended to May 4, 2020.



Police Department

- The Department received 500 N95 masks.
- PPE inventory is low (gowns and gloves).
- The POA purchased 5 IQ air filtration systems for the facility.
- Call for service are down 25% from last week.
- Majority of calls are social distancing, neighbor disturbances, mental health, and domestic.
- We remain engaged with our unhoused population, providing resources and vouchers as needed.



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+ City Clerk

+ Community Services

+ Finance

+ Fire

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+ Planning and Building

- Police

+ About The Department

Annual Reports

+ Departments/Divisions

Policies

- E-Policing Resources

Recent Calls for Service

Crime Statistics

Nixle

Parking Permits

Pay/Contest Parking Citation

Government » Departments » Police » E-Policing Resources »

FILE A POLICE REPORT ONLINE

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File A Police Reports Online

Welcome to the South Pasadena Police Department Citizens Online Police Reporting System. **If this is an emergency, please call 911.** Using this online citizen police report system allows you to submit a report immediately and print a copy of the police report for free. Please verify the following to find out if online citizen police report filing is right for you:

1. This is not an emergency,
2. This incident occurred within the South Pasadena City limits,
3. There are no known suspects,
4. This did not occur on a State Freeway.

If you answered "yes" to all of the above questions, you are ready to file your report online. *Online reports are for documentation purposes only and in most cases, you **will not** be contacted by the Police Department. All online reports will be reviewed, but most **will not** result in additional follow up. **DO NOT REPORT THE INCIDENT ONLINE IF THE SUSPECT IS KNOWN, OR IF YOU HAVE EVIDENCE TO PROVIDE.** Instead, contact the police department at [626-403-7297](tel:626-403-7297) for a police response to investigate.*

Please make sure to turn off your pop-up blocking software before filing the report. If you answered "no" to any of the questions please look at our Online Police Reporting Frequently Asked Questions section.

Upon completion of this report process you will:

1. See the words: "Your online police report has been submitted" showing that your police report is complete,
2. Be given a police report case number,
3. Be able to print a copy of the police report to keep for your records.



PUBLIC WORKS DEPARTMENT



April 15, 2020



Public Works Department

- Water:
 - Water is safe to drink and there is plenty of water available
 - No water shutoffs and late fees will be delayed
 - Water quality samples are taken regularly
 - Water quality operations are normal and the department continues to provide meter reading, water quality testing, and essential services without interruptions
 - Measures in place to keep staff separated and safe
 - Staff is on standby services after hours and on weekends
 - Water related questions can be directed to:
 - Phone: 626-460-6393 (during business hours)
 - Phone: 626-403-7297 (Police dispatch for after hours emergencies)
 - Water Billing Questions, MuniBilling: 877-583-7933



Public Works Department

- Utilities:
 - Regular communication with all utilities
 - Coordination meeting with Southern California Edison
 - CPUC: <https://www.cpuc.ca.gov/covid/>
 - So Cal Gas: <https://socalgas.com/coronavirus>
 - SCE: <https://energized.edison.com/stories/sce-offers-bill-help-to-customers-impacted-by-covid-19>
 - Clean Power Alliance (CPA): <https://cleanpoweralliance.org/>
 - Athens: <https://athensservices.com/re-response-to-coronavirus/>
 - MuniBilling:
https://southpasadena.secure.munibilling.com/customers/sign_in



Public Works Department

- Public Works Operations:
 - Measures in place to keep staff separated and safe
 - Service requests prioritized
 - Majority of Public Works services continue
 - Staff is on standby services after hours and on weekends
 - Service Requests can be submitted:
 - Phone: 626-403-7370 (during business hours)
 - Phone: 626-403-7297 (Police dispatch for after hours emergencies)
 - Email: PWServiceRequest@southpasadenaca.gov



I WANT TO...

RESIDENTS

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Search...

- Public Works
 - + Administration & Engineering
 - Parks Division
 - + Street and Sewer Division
 - Water Division
 - + Environmental Programs
 - Mosquito Control
 - + Public Works Maintenance
 - Service Requests
 - Useful Links

Government » Departments » Public Works »

SERVICE REQUESTS

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The Public Works Department is responsible for streets, public buildings, water, sewer systems, street lighting and park maintenance.



Useful Links

SERVICE REQUEST (within City limits)	CONTACT INFORMATION
Graffiti Removal	(626) 403-7249
Temporary Water Shut Off	(626) 403-7240 or (626) 403-7370
Pothole or Sidewalk Repair	(626) 403-7370 or email to: PW Service Request
Report Traffic Signal Out/Down Street Sign	(626) 403-7370 or email to: PW Service Request
Report a Fallen Tree/Tree Branch	(626) 403-7370 or email to: PW Service Request
Report a Power Outage	Southern California Edison 1-800-611-1911
Report a Water Waster	Water Conservation
Report a Dead Animal	Pasadena Humane Society (626) 792-7151
Request a Bulky Item Pickup	Athens Services or (888) 336-6100
Request Parkway Tree Trimming	(626) 403-7370 or email to: PW Service Request
Tree Removal/Tree Trimming Permits	Applications - 626-403-7240
New Water Service	Munibilling , (877) 587-7933



Public Works Department

- Public Works Engineering/Administration:
 - Processing permits electronically
 - Utility coordination
 - Continue to provide Public Works plan check services
 - Capital Improvement Projects continue as usual
 - Coordination with outside agencies on Regionally funded projects (Measure R, Measure M, Rogan Funds, Caltrans, etc.)
 - Public Works Engineering/Administration can be contacted at:
 - Phone: 626-403-7240 (during business hours)
 - Email: PublicWorksPermits@southpasadenaca.gov

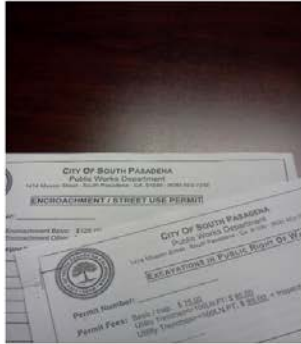


- Public Works
- Administration & Engineering
 - Capital Improvement Projects
 - Citywide Sewer Rehabilitation & Repair Project
 - Wilson Reservoir Replacement Project
 - Garfield Reservoir Replacement Project
 - Permits
- + Trash & Street Sweeping
- + Trees
- Publications
 - Bids/Request for Proposals
 - Street Cut Moratorium
 - Water Rates
- Parks Division
- + Street and Sewer Division
- Water Division
- + Environmental Programs
 - Mosquito Control
- + Public Works Maintenance
- + Service Requests

Government » Departments » Public Works » Administration & Engineering »

PERMITS

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The Public Works Department is responsible for the issuance of various permits.

No work shall be done on public property without first obtaining a permit. Permits can be issued at the Public Works counter Monday - Thursday 7:30 am - 6:00 pm.

DURING THE CLOSURE PERMITS CAN BE SUBMITTED VIA EMAIL TO [PUBLIC WORKS PERMITS](#)

All contractors must have the following information to obtain a permit:

- **Certificate of Liability Insurance** (the City of South Pasadena must be named as an additional insured) For more information, [click here](#)
- **Certificate of Workers Compensation Insurance**

Permit Applications

Engineering Permits	Water Permits
Concrete (Sidewalk, Curb & Gutter)	Water Meter Increase/Decrease
Oversize/Overload	Fire Flow Test
Encroachment - South West Hills	Miscellaneous Permit Applications
Encroachment (Street Use/Dumpster)	Sidewalk Dining
Street and Alley Paving	Mobile Food Vending
Street/ROW Vacation/Abandonment	Signs/Goods on Sidewalk
Excavation in Public Right of Way	Address Change
Sewer Permits	Sidewalk Vending
Excavation for Sewer Repair/Installation	News rack
Private Property Tree Permit Applications	
Private Property Tree Removal/Replacement	Private Property Tree Trimming
City Right of Way Tree Removal	City Right of Way Tree Trimming
Private Property Tree Removal (Development)	

Public Works Electronic Permit Issuance Process

Step 2: Select this link to email the completed application to:

PublicWorksPermits@southpasadenaca.gov

Step 1: Select your Permit Application, complete the form and send required documentation.

Step 3: Public Works will review your application for completeness, perform any require inspections, send you the payment portal, and issue the permit electronically.



Public Works Department

- Environmental Programs:
 - Information regarding environmental programs and water conservation rebates are on the City's website and applications can be processed electronically:
<https://www.southpasadenaca.gov/environmentalprograms>
 - Work on Climate Action Plan continues
 - Questions regarding water conservation and environmental programs can be submitted by:
 - Phone: 626-403-7253 (during business hours)
 - Email: EnvironmentalPrograms@southpasadenaca.gov

Public Works Department

- Public Works
 - + Administration & Engineering
 - Parks Division
 - + Street and Sewer Division
 - Water Division
- Environmental Programs
 - Events & News
 - + Sustainable South Pasadena
 - + Water Conservation
 - + Energy Efficiency
 - + Waste Reduction
 - Mosquito Control
 - + Public Works Maintenance
 - + Service Requests



Government » Departments » Public Works »

ENVIRONMENTAL PROGRAMS

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The City of South Pasadena's environmental programs are focused on providing conservation tips, effective resources and valuable program information all designed to protect and enhance our environment.



Sustainable SP



Water Conservation



Energy Efficiency



Waste Reduction

- Visit the Environmental Programs Page for education/information including:
 - South Pasadena Green Action Plan
 - Climate Action Plan
 - Water Conservation
 - Energy Efficiency
 - Waste Reduction



Public Works Department

- City Water Rebates are still being processed!
- See the updated website for new application forms and requirements
- Some processes for MWD rebates have been updated due to the current pandemic. Check bewaterwise.com before purchasing devices

- Parks Division
- Street and Sewer Division
- Water Division
- Environmental Programs
- Events & News
- Sustainable South Pasadena
- Water Conservation
 - Watering Restrictions and Water Waste
 - Water Conservation Rebates & Tools
 - Indoor Water Conservation Education
 - Outdoor Water Conservation Education
 - FREE Water Assessments & Devices
 - Energy Efficiency
 - Waste Reduction
 - Mosquito Control
 - Public Works Maintenance
 - Service Requests



Government » Departments » Public Works » Environmental Programs » Water Conservation »

WATER CONSERVATION REBATES & TOOLS

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We are committed to providing valuable resources to help South Pasadena residents and businesses conserve water

General Rebate Requirements and Conditions

Please read all requirements carefully before purchasing devices and submitting applications

1. Must completely fill out, sign, and date rebate application.
2. Name on application **must** match name on water account. if part of HOA, must provide proof of residence via copy of water bill or verification letter from HOA.
3. Must include copy of itemized receipt showing date and purchase of device (invoices are not accepted – must show that a payment was made).
4. Applications must be submitted within 90 days of the purchase of a qualifying device.
5. Water account must be in good standing (account with a zero balance).
6. Rebate amount is limited to the cost of the device(s). The actual device costs exclude tax, shipping, labor and other charges.
7. Rebate applications will be processed within 4-6 weeks.
8. Rebates are available on a first-come, first-served basis and are subject to the availability of funds.
9. Rebate amount and requirements are subject to change or terminate without prior notice.

City Rebate Application Submission >

City Rebates >

Metropolitan Water District (MWD) Rebates >



COMMUNITY SERVICES



April 15, 2020



COMMUNITY SERVICES

- Senior Center
 - Meal delivery program has doubled: on average 70-80 meals are served daily
 - Fridays are higher meal delivery days, as more senior residents are requesting additional box lunches (for consumption over the weekend)
 - Senior wellness checks are conducted by staff and Senior Commissioners on a weekly basis
- Dial A Ride
 - Averages around four passengers on a daily basis – three passengers are transported for vital medical care
 - Dial A Ride staff is charged with delivering meals to senior residents on a daily basis



COMMUNITY SERVICES

- Youth & Recreation

- Working to refund all camp classes, and reservations
- Staff published a virtual recreation page geared toward youth to engage them in safe and creative play
- Staff also published links for South Pasadena residents to enjoy virtual tours of museums, as well as participate in fitness classes
- Staff continues to research and strategize about ideas to uplift residents, keep them connected, and engaged
- Eggstravaganza at Home – Decorating an Egg to place in their front window

VIRTUAL RECREATION

Government » Departments » Community Services »

VIRTUAL RECREATION

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Welcome to the City of South Pasadena's Virtual Recreation and Resource Center!
We are proud to provide some resources and activities for your usage during these difficult times. We are fully committed to enhancing your quality of life and improving your health while utilizing the resources below to help provide an extraordinary experience. Our Virtual Recreation Center will bring many programs and resources right to your screen for you and your loved ones to utilize with the hope of making it easier for you to prioritize your health and well-being, in addition to having some fun!

Have a [great idea](#) or link you'd like to share? Let us know!
Send your ideas to aberumen@southpasadenaca.gov

Staying Connected

Although we are following the CDC's advice of social-distancing, we have the ability to explore and stay connected with our technology. Remember to connect with others, and fight off the boredom, by doing any of the followings activities:

Visit some famous locations and museums through Google's Arts & Culture feature!

You can visit locations like the [Taj Mahal](#), or explore [art throughout history](#), or anything you'd like with their [explore feature!](#)

Participate in a virtual tours such as:
[British Museum](#)
[Guggenheim Museum](#)
[National Gallery of Art](#)

You can find some more locations by visiting the link here! [More virtual tours!](#)

Checking out some [live cameras](#) from the San Diego Zoo! Or check out some [cameras](#) from the Monterey Bay Aquarium!

Learning how to do your [first garden!](#)

Learn about [Nasa's eyes!](#) (Download required!)

[View a stream from the International Space Station here!](#)

- Management Services
- City Clerk
- Community Services
 - Register for Classes
 - Indoor Facility Reservations
 - Gazebo and Field Reservations
 - Special Events and Programs
- Administration
- Senior Services
- Recreation & Youth Services
- Dial-A-Ride
- Virtual Recreation
- Finance
- Fire
- Library
- Planning and Building
- Police
- Public Works
- Compensation
- Boards & Commissions
 - City Attorney
 - City Treasurer
 - City Manager
- City Council Meetings
- City Council
 - City Clerk
 - Elections



PLANNING AND COMMUNITY DEVELOPMENT



April 15, 2020



Planning and Community Development

- Continuing All Planning & Building Services:
 - Applications & Inquiries
 - Planning: AskPlanning@southpasadenaca.gov, or (626) 403-7220 (Mon –Thur, 7:30-6pm)
 - Building: PermitTech@southpasadenaca.gov, or (626) 403-7224 (Mon –Thur, 8am-5pm)
 - Virtual Public Counter Hours
 - *email/phone with expedited response during virtual counter hours:*
 - Planning Virtual Counter Hours: Monday & Wednesday, 8:00am-5:30pm
 - Building Virtual Counter Hours: Monday & Wednesday, 1:30-5:00pm
 - Inspections
 - *On non-occupied structures only*
 - Building: InspectionRequest@southpasadenaca.gov
 - Code Enforcement: CodeEnforcement@southpasadenaca.gov
 - Piloting Virtual Public Hearings in April
 - Director’s Hearing (April 6)
 - Planning Commission Special Meeting (April 28)
 - Cultural Heritage Commission Special Meeting (April 30)
 - Regular Commission & Community Meetings resume in May
 - Design Review Board (May 7), Planning Commission (May 12), Cultural Heritage Commission (May 21), Public Art Commission (May 27), Housing Element Community Meeting (tbd)



Planning and Community Development

- Services Since City Hall Closure to Public
 - Long Range Planning/Economic Development:
 - General Plan, DTSP and Housing Element continuing
 - Public Art Administration continuing
 - **Film Applications**..... -100% (applications stopped)
 - Current Planning
 - New & Existing Applications..... +/-0% (no change)
 - **Planning Inquiries**..... +25% (increase)
 - Building
 - Plan Check Applications..... -10% (decrease)
 - Permit Issuance..... -50% (decrease)
 - Building Inspections..... -25% (decrease)
 - **Building Inquiries**..... +300% (increase)
 - Code Enforcement
 - Investigations..... +/-0% (no change)



Planning and Community Development

COVID-19/CORONAVIRUS UPDATE:

The City of South Pasadena's top priority is the health and safety of our community as the situation around the coronavirus continues to evolve. For facility closures, event cancellations, and more information, [click here](#)

City of
SOUTH PASADENA

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Search...



- Planning and Building

+ Planning Division

Requests for Proposals

Requests for Qualifications

Filming

Building Division

+ Community Improvement
and Code Enforcement

General Plan

Proposed 2020 General Plan
& Downtown Specific Plan
Update

2021 Housing Element
Update

Planning Commission
Agendas and Minutes

Design Guidelines

Think Green

Government » Departments »

PLANNING AND BUILDING

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Thank you for your patience as staff transitions to working remotely. During this unprecedented time, Planning and Building Department is exploring methods to continue providing Planning and Building services to the community.

Public Counter Service

Planning and Building staff will continue to provide counter service by email or phone as follows:

- Planning: Monday and Wednesday from 8:00 am to 5:30 pm; Email AskPlanning@southpasadenaca.gov or call (626) 403-7220.
- Building: Monday to Thursday from 8:00 am to 5:00 pm; Email PermitTech@southpasadenaca.gov or call (626) 403-7224.
- Code Enforcement: Tuesday and Thursday from 7:30 am to 3:00 pm; Email CodeEnforcement@southpasadenaca.gov or call (626) 403-7225.



Planning and Community Development

https://www.southpasadenaca.gov/government/departments/planning-and-building/building-division

COVID-19/CORONAVIRUS UPDATE:
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I WANT TO... RESIDENTS BUSINESSES VISITORS GOVERNMENT Search...

Planning and Building

- Planning Division
 - Requests for Proposals
 - Requests for Qualifications
 - Filming
 - Building Division**
- Community Improvement and Code Enforcement
 - General Plan
 - Proposed 2020 General Plan & Downtown Specific Plan Update
 - 2021 Housing Element Update
 - Planning Commission Agendas and Minutes
 - Design Guidelines
 - Think Green
 - New Cultural Heritage Ordinance


Government » Departments » Planning and Building »

BUILDING DIVISION

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Due to the temporary closure of City Hall, please click on the following links for Building Division support:

- [Building Division Operations During City Closure Due to COVID-19](#)
- [EPlan Submittal for Building Division Review- Guidelines](#)
- [E-Plan Submittal Portal for Building Division plan review](#)
- [Building Division Permit Applications](#)



The role of the Building Division is to enforce the provisions of the Building Code. The intent and purpose of the Building Code is to establish the minimum requirements to safeguard the public safety, health and general welfare, through affordability, structural strength, means of egress facilities, stability, sanitation, light and ventilation, energy

Office Hours
M-Th 7:30 AM - 6:00 PM

Over-the-Counter Plan Check Hours
Mon & Wed 1:30 pm to 5:00 pm



Planning and Community Development

https://www.southpasadenaca.gov/government/departments/management-services/economic-development

COVID-19/CORONAVIRUS UPDATE:
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I WANT TO... RESIDENTS BUSINESSES VISITORS GOVERNMENT Search...

Business Licenses
Design Guidelines
About the City Manager
City Clerk's Division
+ General Services Division
+ Human Resources Division
- Economic Development
Oversight Board
+ Strategic Plan
+ Transportation
+ City Clerk
+ Community Services
+ Finance

ECONOMIC DEVELOPMENT

Economic Development Tobacco Policies Zoning and Land Use

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Coronavirus Aid, Relief, and Economic Security (CARES) Act

The Coronavirus Aid, Relief, and Economic Security (CARES) Act expands the Small Business Administration's long-standing Economic Injury Disaster Loan Program (EIDL). The EIDL program was created to assist businesses, renters, and homeowners located in regions affected by declared disasters. For more information please visit: www.SBA.gov/Disaster

United States Small Business Administration Customer Service:
[1-800-659-2955](tel:1-800-659-2955)
disastercustomerservice@sba.gov

Resources:

- [Guide to Small Business Administration's Economic Injury Disaster Loans \(EIDL\)](#) - EIDL can provide small businesses with working capital loans of up to \$2 million to help overcome the temporary loss of revenue. The loan advance will provide economic relief to businesses that are currently experiencing a temporary loss of revenue. Funds will be made available within three days of a successful application, and loan advances of \$10,000 will not have to



Planning and Community Development

https://www.southpasadenaca.gov/government/departments/management-services/economic-development

I WANT TO... RESIDENTS BUSINESSES VISITORS GOVERNMENT

City Clerk's Division

- + General Services Division
- + Human Resources Division
- Economic Development
- Oversight Board
- + Strategic Plan
- + Transportation
- + City Clerk
- + Community Services
- + Finance
- + Fire
- + Library
- + Planning and Building
- + Police
- + Public Works
- Compensation
- + Boards & Commissions
- City Attorney
- City Treasurer
- City Manager
- + City Council Meetings
- + City Council

Coronavirus Aid, Relief, and Economic Security (CARES) Act

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disastercustomerservice@sba.gov

Resources:

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- [Coronavirus Emergency Loans Small Business Guide and Checklist \(Paycheck Protection Program\)](#) - Paycheck Protection Program loan is designed to provide a direct incentive for small businesses to keep their workers on the payroll. The Small Business Administration will forgive loans if all employees are kept on the payroll for eight weeks and the money is used for payroll, rent, mortgage interest, or utilities. Due to likely high subscription, at least 75% of the forgiven amount must have been used for payroll. These loan payments can also be deferred for six months. No collateral or personal guarantees are required. Neither the government nor lenders will charge small businesses any fees.
- [Guide to the Employee Retention Tax Credit](#)
- [Small Business Disaster Relief Loan Guarantee Program](#) - Offers loan guarantees up to \$1 million. JumpStart Loan Program for loans up to \$10,000 with accommodations for disasters. The programs are through local mission based lenders.
- [California Capital Access Program](#) - Offers loans to small businesses to assist them in growing or maintaining their businesses.
- [Internal Revenue Services](#) - The Treasury Department and Internal Revenue Service announced that the federal income tax filing due date is automatically extended to July 15, 2020. Taxpayers can also defer federal income tax payments to July 15, 2020, without penalties and interest, regardless of the amount owed.
- [California Franchise Tax Board](#) - Various tax file and pay deadlines moved to July 15, 2020.
- [California Department of Tax and Fee Administration](#) - Offers relief and extensions for filing



Planning and Community Development

https://www.southpasadenaca.gov/government/departments/management-services/economic-development

I WANT TO... RESIDENTS BUSINESSES VISITORS GOVERNMENT

[Small Business Development Centers](#)

Support Local Businesses and Residents:

Here is a partial list of South Pasadena retail and food establishments that are open, some with modified hours and public access. There are no dine-in options at any food establishment. Only take-out, delivery or curbside pick-up. Please note, this list is not complete, and is current as of this date. **The City encourages residents to help support local businesses while practicing good hygiene and social distancing protocols.**

- Berry Opera
- Briganti
- Bristol Farms Cafe
- Café X2O
- Carrow's
- Cos & Pi
- Fiore Market Cafe
- Grassroots
- Gus' BBQ
- Heirloom Bakery
- Jersey Mike's
- Jones Coffee
- Kaldi
- La Fiesta Grande
- La Monarca
- Mamma's Brick Oven Pizza
- Menchie's
- Mike & Anne's
- Modan Artisanal Ramen
- Munch Co.
- Nicole's Market & Cafe
- Oak Tree Inn
- Shakers
- Shiro
- Simplee Boba
- Tomato Pie
- Two Kids Coffee



Planning and Community Development

https://www.southpasadenaca.gov/government/departments/management-services/economic-development

I WANT TO... RESIDENTS BUSINESSES VISITORS GOVERNMENT

- Mamma's Brick Oven Pizza
- Menchie's
- Mike & Anne's
- Modan Artisanal Ramen
- Munch Co.
- Nicole's Market & Cafe
- Oak Tree Inn
- Shakers
- Shiro
- Simplee Boba
- Tomato Pie
- Two Kids Coffee

Business License:

Due to COVID-19, the City is delaying any penalties as a result of non-payment and renewals. Any business licenses that were previously past due will not incur any new fees during this period. Additionally, anyone who needed to renew and has not submitted their renewal will not incur late fees. New applicants will be required to pay their fees as usual. Further relief for small businesses is not available at this time, however, the Chamber of Commerce will be notified of any changes.

Eviction Moratorium:

There is a temporary moratorium on residential and commercial evictions in response to the COVID-19 crisis. We continue to encourage all landlords and tenants - commercial and residential - to speak with each other to discuss your individual situation and come up with a plan. Please remember that both landlords and tenants are being affected by the "safer-at-home" conditions, and everyone still has financial responsibilities and obligations.

Economic Development

To ensure our vision of the future, residents, business owners and City government, working with planning and experts and through public forums, will develop an implementation plan. This plan will include developing design and planning guidelines, code revisions and enforcement, as well as economic development, which will serve South Pasadena well into the twenty-first century.



LIBRARY



April 15, 2020



Library

- For assistance with library cards, accounts, and digital resources contact library@southpasadenaca.gov
- Due date for all checked-out items extended to June 1; book drops closed
- Digital Library available 24/7 (eAudiobooks, eBooks, digital magazines, streaming films, etc.):
www.southpasadenaca.gov/onlineresources
- Contact Library Administration 9:00 a.m. to 5:00 p.m., Monday through Friday: 626-403-7330
- Join the Library's Safe at Home Reading Challenges for kids, teens and adults:
<https://southpasadenaca.beanstack.com>



- Library

Reading Challenges

+ About the Library

Catalog and My Account

eBooks and eAudiobooks

Streaming Films - Kanopy

+ Calendar and Events

+ Library Resources

Children

+ Teens

Online Resources

+ Local History Collection

Passport Services

+ Friends of the Library

Code of Conduct

Internet and Wi-Fi Policy

Contact Us

CHECK OUT ONLINE RESOURCES



Government » Departments »

SOUTH PASADENA PUBLIC LIBRARY

Font Size: [+](#) [-](#) [+](#) [Share & Bookmark](#) [Feedback](#) [Print](#)

The South Pasadena Public Library is closed until further notice in response to L.A. County's mandate to stop the spread of coronavirus.

- Do not return library materials. Book returns are closed.
- All items are due June 1, 2020. No late fees will be charged during the closure.
- We encourage customers to [use digital library resources](#) during the closure.
- Contact us at library@southpasadenaca.gov or 626-403-7330.

NEWS

[Library Closure FAQ](#)

[MORE NEWS](#)

[Click to Sign-up for Library Emails!](#)



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ONLINE RESOURCES

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[E-books, E-Audiobooks, & E-Magazines](#)

[Movie Streaming](#)

[E-Newspapers](#)

[Tutoring & E-Learning](#)

[Homework & Research Tools](#)

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[Encyclopedias](#)

[Book Recommendations](#)

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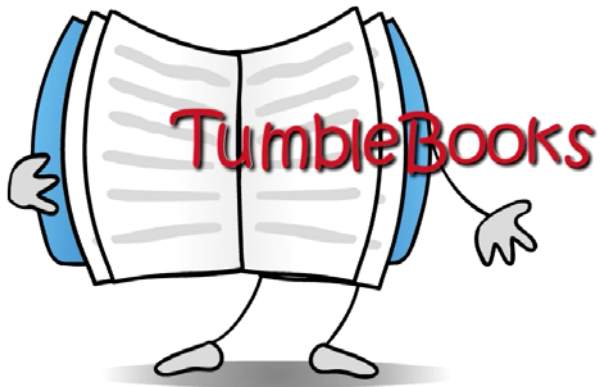
E-books, E-Audiobooks, & E-Magazines

[Overdrive](#)

Thousands of downloadable audiobooks and e-books. Get the [Libby App](#) for iPhone®, Android™, and Kindle® devices. Download to read offline for on-the-go reading! **Email address required to place holds on titles.**

[TumbleBooks](#)

Ebooks for children to listen and read along. Find children's puzzles/games, language learning books and audiobooks. Access using a web browser or download the Tumblebooks app for [Apple](#) and [Android](#) devices. **Use the link provided to access the resource, username and password is not required.**



Read Along Ebooks for Kids



and there was
sleep. He

Jason yelled
jumped up,

times and went back to bed.

Jason said, "This house is going craaaazy!"

And he went back to bed.

Jason went to sleep:

zzzzz---zzzzz---zzzzz---zzzzz

He woke up! He heard a sound. He said,

"What's that? What's that? What's that!"

He opened the door to the kitchen. No one
was there. He opened the door to the
bathroom ...



SOUTHERN CALIFORNIA Digital Library

Ebooks and Eaudiobooks for adults, teens and kids

SOUTHERN CALIFORNIA DIGITAL LIBRARY

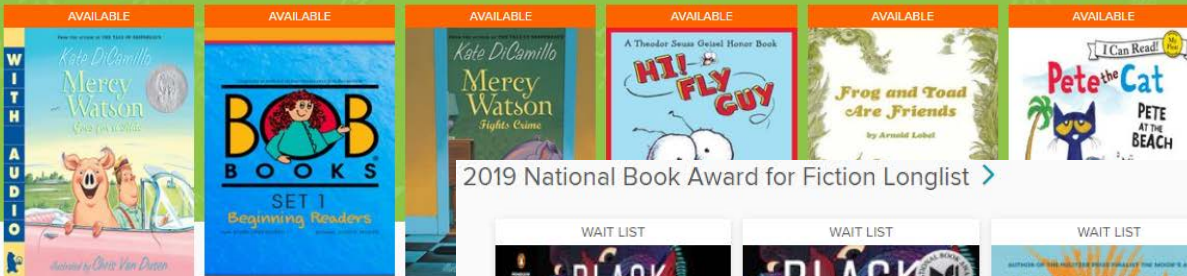
Kids

Subjects Collections ▾ Kindle Books

Q Search My account ▾

Books for Beginning Readers

SEE ALL

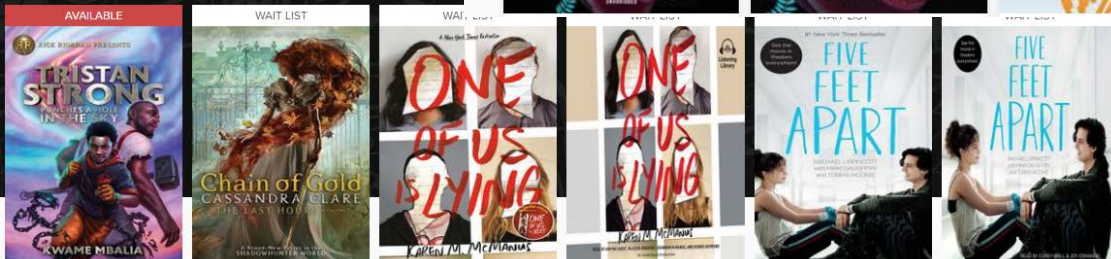
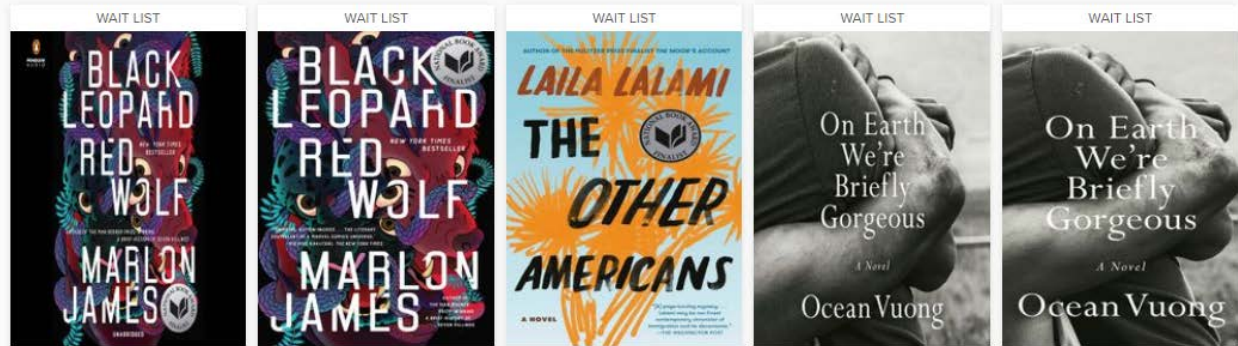
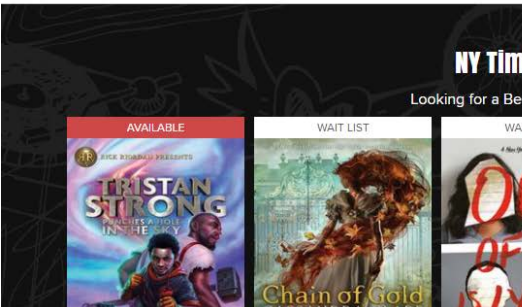


2019 National Book Award for Fiction Longlist >

SOUTHERN CALIFORNIA DIGITAL LIBRARY

Teens

Subjects Collections ▾ Kindle Books





kanopy

Search videos, subjects...

BROWSE ▾

GO TO KANOPY KIDS

SOUTHPASADENA ▾

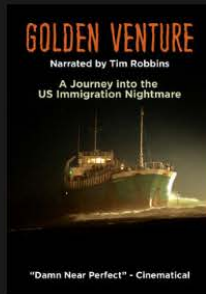
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123
SESAME STREET NOW AVAILABLE AT **kanopy kids**
 WATCH NOW

Credit-Free Viewing



Betting on Zero - ...



Golden Venture



Sky Line



Copwatch - An Or...



David



States of Grace - ...



Holy Land - A Non...



Break the Silence - ...

Newly Added Movies



Midsommar



Images



The Tomorrow Man



Mickey And The B...



Cane River



The Kill Team



Dough



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SAFER AT HOME READING CHALLENGES

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Library Launches #SaferAtHome Reading Challenges

April 6-May 31, 2020

The South Pasadena Public Library challenges all the members of our community to read while staying safe at home. Join an online reading challenge hosted on the Library's [Beanstack](#) website and app and earn badges by reading, reviewing books, exploring the Library's digital resources, and engaging in challenge activities. All participants will be entered into random opportunity drawings for prizes that will be distributed when the Library re-opens. The reading challenges generously supported by the [Friends of the South Pasadena Public Library](#).



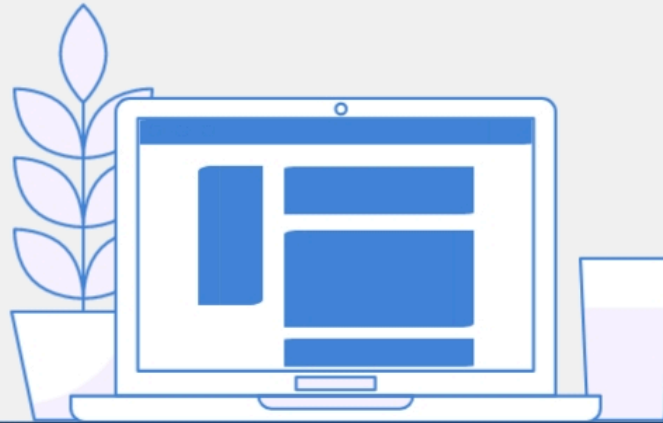
FINANCE



April 15, 2020



REMOTE SERVICES



CONTINUES ALL SERVICES

Call us or visit our website for more information

UTILITY BILLING

BUSINESS LICENSING

PROCESSING PAYMENTS



OPERATIONS

- Water Utility Billing
 - Online portal for payments
 - Call center available 24/7 MuniBilling: (877) 583-7933
 - Suspension on shut offs
 - No late fees; payment plan options available
- Business Licenses
 - No late fees
 - HdL Services available 5 days a week (626) 403-7258



NEW Payment Portal for Permits:
<https://securepayment.link/southpasadenaca/>

City of
SOUTH PASADENA

[Return To Site](#)

MAKE A PAYMENT

Make a one time payment with your credit or debit card

Payment Details

*This information is required

Name *

First

Last

Invoice Number *

Choose Department *

Payment Amount *

Billing Details

*This information is required



MANAGEMENT SERVICES



April 15, 2020



Personnel

- **Essential Employees reporting to worksite**
 - Equipped with PPEs, face masks, hand sanitizers
 - Deep cleaning of workspaces and vehicles
 - Social Distancing Protocols posted at worksites per County Health order
- **Majority of employees able to work remotely**
 - Ability to telecommute through technology
 - Responding to the public via email and phone
- **Implemented Hiring Freeze**
 - For vacancies in all departments



Technology

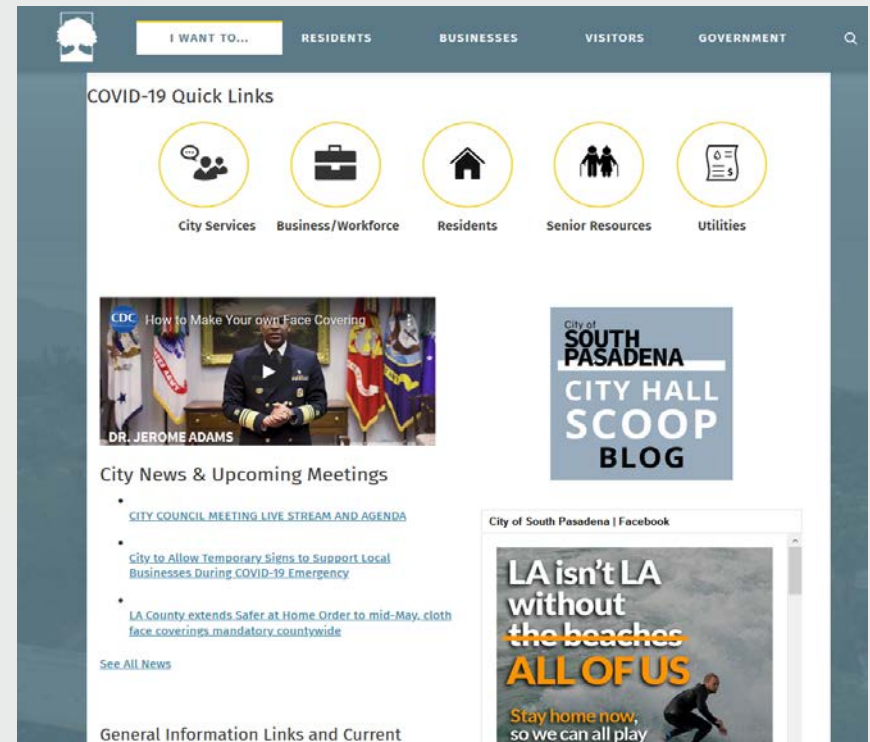
- Public services
 - online, via email or phone
- Meetings
 - New virtual technology to conduct public meetings beginning April
 - Public can view meetings via cable channel and web stream
- Personnel
 - Telecommuting capabilities available for staff
- Cybersecurity
 - Educating users to be more vigilant of increased cyber threats
 - Actively monitoring network to identify vulnerabilities

Communications & Public Outreach

➤ **Signage** - City Services information and Social Distancing Protocols posted at all City facilities

➤ **Media** – 13 news releases since March on COVID-19 responses to over 24 media inquires

➤ **City Website** - redesigned homepage for COVID-19 information and resources, updated daily



Communications & Public Outreach

➤ Social Media platforms for ongoing messaging

Facebook: 30+ posts (reach 400 to 2.6K per post)

Instagram: 20+ posts (reach 300-400 per post)

Nextdoor: 20+ posts (reach 1.5K-2.5K per post)

➤ City Hall Scoop – Blog relaunched; 5 new articles



➤ E-Newsletter- updates for duration of crisis

12 special issues to date

Print edition for Seniors (in progress)



Declaration of Local Emergency

- March 18: City declares local emergency for period of 60 days
 - Regulation of public gatherings per LA County Health Order
 - Regulation of public facilities
 - Tenant Protections (allowed under State Executive Order N-28-20)
 - Suspension of Water Utility terminations and late payment fees
 - Suspension of overnight parking pass permit requirement

- April 10: “Safer at Home” Order extended to May 15, 2020

- Next City Council Meeting: May 6, 2020
 - Consider extending local emergency declaration



City of South Pasadena Declaration of Local Emergency

- Rent is **deferred**, not waived
- Tenants must demonstrate, in writing, if unable to pay rent due to COVID-19 emergency
- Tenant required to pay past due rent within 6 months after the Order expires
- If tenant fails to pay, landlord may begin eviction proceedings
- Effective until May 18, 2020 unless extended
- Residential & Commercial

Governor Newsom Executive Order N-37-20

- **Delay** on eviction proceedings
- Tenants must provide documentation for relevant hardship
- Tenant required to pay past due rent
- Prohibits enforcement of a judicially obtained unlawful detainer order / writ of possession
- Effective until May 31, 2020
- Residential Only



CHAMBER OF COMMERCE



April 15, 2020



Chamber of Commerce

- Many businesses are trying to keep going – please buy local as much as you can. Order take-out for delivery or curbside pick-up. Arrange for online lessons and consultations with professionals and teachers.
- Purchase gift certificates/cards from your favorite stores/restaurants. Or purchase gift items for friends and family that are celebrating.
- Check the social media, websites and other platforms to stay up-to-date with the latest hours, closures and other details of local businesses.



Chamber of Commerce

- Businesses, please keep your information up to date as much as possible.
- Landlords and tenants – please continue talking about your specific situations. Remember, the eviction ordinance does NOT forgive the rent due!
- Please remember to practice social distancing, wear face coverings and if you feel ill, don't go out. There are several groups and organizations that will help.
- Sign up for the Chamber newsflash for more business news and updates: info@southpasadena.net



City of South Pasadena Police Department

Memo

Date: April 14, 2020

To: The Honorable City Council

Via: Stephanie DeWolfe, City Manager

From: Joe Ortiz, Chief of Police

Subject: **Approve Non-Exclusive Franchise Agreements with 1) Navarro's Towing and 2) Henry's Towing and Recovery Incorporated for a Total Not-To-Exceed Amount of \$4,408 Over a Period of Four Years Each for Police Towing Services**

Below is a response to two questions regarding associated fees and a revised contract to reflect the source of definitions for vehicle class.

What is the difference between the Franchise Fee vs. Release Fee and what is involved in this pricing?

The Franchise Fee is paid to the city by the tow company. The City's master Fee Schedule established the fee of \$1,102 to cover the cost for staff to inspect the tow companies and clerical work to administer the franchise contract. The Release Fee, also set by the Fee Schedule, covers the officer's time in the field, time for the paperwork to be processed by supervisors, dispatch, and records to file and release the vehicle.

What is included in the additional fees the tow companies will charge the owners of the vehicles?

The tow companies are charging for the cost of towing, storage, clerical processing and overhead. The fees they may charge to our residents are defined in the contract and are based on current fees set by the California Highway Patrol. Industry best practice used by most cities is to correlate to the CHP rates but to never exceed them. If the CHP fees go up in the future, our fees will increase accordingly.

Also attached is a redline version of the contract to reference the vehicle class definitions.

**CITY OF SOUTH PASADENA NON-EXCLUSIVE FRANCHISE AGREEMENT
TO PROVIDE OFFICIAL POLICE TOW SERVICES**

THIS AGREEMENT is made and entered into as of _____, 2020 between the City of South Pasadena, a municipal corporation ("CITY") and _____, a California corporation ("CONTRACTOR"). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

1. RECITALS

This Agreement is made with respect to the following facts and purposes:

- A. The CITY seeks to retain tow service company(ies) to provide timely and professional towing and storage services for vehicles when a Police Officer or other authorized CITY representative requests towing services.
- B. In furtherance of this requirement, CITY wishes to enter into a non-exclusive franchise agreement with CONTRACTOR for towing and vehicle storage services.
- C. The Chief of Police of the South Pasadena Police Department, with the concurrence of the City Manager, is authorized to enter into towing service franchise agreements under California Vehicle Code Section 12110(b) with one or more qualified tow service companies upon payment of a franchise fee in an amount established by City Council Resolution.
- D. CONTRACTOR has submitted a response to the CITY's request for proposals and wishes to be awarded a non-exclusive franchise for towing services.

2. NON-EXCLUSIVE FRANCHISE FOR OFFICIAL POLICE TOW SERVICE

- A. _____ shall serve as one of the Official Police Tow Service Contractors for the CITY. The CONTRACTOR shall have the non-exclusive right during the terms of this Agreement to receive calls from the CITY to provide towing and storage services for vehicles which are involved in collisions, are disabled, abandoned or impounded for evidence, are impeding the flow of traffic or are otherwise subject to being towed and stored at the direction of the CITY.
- B. CONTRACTOR shall pay the franchise fee required by City Council Resolution upon execution of this Agreement.

3. TERM OF AGREEMENT

This Agreement shall commence on _____, _____, 2020, and shall remain and continue in effect until _____, _____, 2024, with an option to extend one (1) additional year upon the same terms and conditions contingent upon the recommendation and approval of the Chief of Police, unless sooner terminated as provided in Section 29.

Should an extension be granted, the tow rates shall remain the same as those currently in effect.

4. BASIS FOR ACCEPTANCE OF SERVICE

- A. Whenever a driver or vehicle owner is requesting from the CITY a towing service and does not specify a business, or when a police officer or other authorized CITY representative requests a towing service that does not specify a particular business, the CITY may request the CONTRACTOR. When more than one (1) vehicle is to be towed from the scene of a traffic collision and the drivers do not specify a preference, the CONTRACTOR may be called for each vehicle being towed.
- B. If the CITY cancels the towing service, up to and including arrival at the scene, the CONTRACTOR shall not charge for the call.
- C. If the CONTRACTOR is not available at the time of the service request, is unable to respond within the required response time or is unable to handle the call, the CITY may request another towing service to respond.

5. ABILITY TO PERFORM AGREEMENT

The CONTRACTOR shall at all times have sufficient towing equipment and storage yard capacity to perform the obligations set forth in this Agreement. The storage yard shall be in full compliance with the applicable zoning and building requirements of the city in which it is located. The CONTRACTOR shall, possess a valid CITY Business License throughout the duration of this Agreement.

6. LOCATION

The CONTRACTOR's business office and storage facility must be at the same location and shall be located within five (5) road miles of the CITY.

7. PERSONNEL

The CONTRACTOR shall maintain at least four qualified drivers available at all times with at least one driver having a valid Class A license.

8. TRAINING / ABILITY – QUALIFICATIONS

- A. The CONTRACTOR's drivers and other personnel (collectively "employees") must be sufficiently trained and shall provide safe and proper service.
 - B. All drivers shall possess the proper class of driver's license required to perform their duties according to section 12520(a) of the California Vehicle Code. The CONTRACTOR's drivers shall participate in the Employer Pull Notice Agreement through the Department of Motor Vehicles. The CONTRACTOR is required to notify the South Pasadena Police Department Watch Commander of any Pull Notices received about its drivers.
-

- C. The CONTRACTOR's drivers shall present a neat, clean and professional appearance. Drivers shall at all times wear uniform-type pants and shirt.
- D. The CONTRACTOR'S drivers shall conduct themselves at all times in a professional and responsible manner and shall not:
 - 1. Engage in rude or discourteous behavior.
 - 2. Fail to provide full and complete service covered by this Agreement.
 - 3. Drive in any unsafe manner.
 - 4. Be under the use or influence of alcohol or drugs while on duty.
 - 5. Appear at the scene of a tow call with the odor of alcohol. Any of the CONTRACTOR'S tow truck drivers shall submit to a preliminary alcohol-screening test upon demand by a South Pasadena Police Officer.

9. COMMUNICATIONS

The CONTRACTOR shall install and maintain radio transmission and reception equipment allowing for contact at all times with the tow vehicles in service.

10. BUSINESS HOURS – AVAILABILITY BY TELEPHONE

- A. Availability of Services: The CONTRACTOR shall be available to provide services on a twenty-four (24)-hour, seven (7) day a week basis, including holidays.
- B. Availability of Storage Facility: An employee or agent of the CONTRACTOR shall be available on site during normal business hours at the CONTRACTOR's storage facility to handle release of impounded/stored vehicles. Normal business hours will at a minimum be from 0800 to 1700 hours, five (5) days a week (Monday through Friday) and 0800 to 1200 hours on Saturdays, excluding legal holidays of the CITY.

11. IMPOUNDED VEHICLES

Any vehicle impounded pursuant to this Agreement will be documented by Police Department personnel. A report will be taken normally via a CHP 180 Impound form.

12. RELEASE OF VEHICLES AFTER STORAGE/IMPOUND

- A. Any vehicle stored or impounded pursuant to this Agreement upon direction of the CITY Police Department, **CANNOT** be released without receipt of CHP Form 180 signed by an authorized representative of the CITY Police Department.
 - B. The CONTRACTOR shall not release a vehicle impounded at the request of an authorized representative of the Police Department to anyone unless that person provides proper identification and documentation that they are authorized to receive the vehicle.
-

- C. If the person requesting the release of a vehicle does not have a CHP Form 180 or other proper identification, the CONTRACTOR shall refer that person to the Police Department for further processing. In the event of any dispute over whether a vehicle shall be released, the decision of the on-duty Police Department Watch Commander or his or her designee shall be final.

13. RELEASE OF PERSONAL PROPERTY

- A. The CONTRACTOR shall not remove personal property from a stored vehicle without first obtaining authorization to do so from the Police Department. CONTRACTOR shall provide a receipt that lists the personal property and the identification of the person(s) who removed it and place a copy of the receipt in the stored vehicle.

- B. Personal property means any items that are not affixed to the vehicle.

14. OFFICIAL POLICE TOW SERVICES STORAGE FACILITY STANDARDS

- A. The CONTRACTOR shall make adequate provisions for the security of vehicles and personal property stored and under the control of the CONTRACTOR. At a minimum:
 - 1. All vehicles shall be stored in a building or storage area that is enclosed by a substantial wall or fence meeting the requirements of the jurisdiction in which the facility is located. CONTRACTOR shall obtain written approval of the Police Support Services Division Captain or his designated representative that the storage facility(ies) meets this requirement.

 - 2. The minimum capacity of the outside storage lot shall be at least fifty (50) vehicles.
- B. Required storage facilities must be available before approval of this Agreement.
- C. Any breach of security in buildings or fences required by this Section 14 must be repaired within twenty-four (24) hours of the discovery of the breach.

15. INSIDE STORAGE

- A. The CONTRACTOR shall maintain an enclosed locked storage facility for a minimum of ten vehicles. The CONTRACTOR shall maintain an additional two (2) indoor spaces that can be secured by the CITY for vehicles ordered impounded because of involvement in the commission of crimes or for other reasons. Enclosed storage spaces shall be protected from the elements of weather and other forms of environmental contamination.
 - B. "Police Evidence" is any vehicle and its contents that is identified by an authorized representative of the Police Department as being connected with a criminal investigation. The CONTRACTOR shall ensure that all Police Evidence is protected and is not removed or touched by any person other than an authorized representative of the Police Department.
 - C. An authorized representative of the Police Department shall inform CONTRACTOR when a vehicle is to be stored inside for Police Evidence purposes and may place a seal on each door of the vehicle or door(s) to maintain chain of evidence. Vehicles stored inside for Police Evidence purposes shall not be removed from such protection until approved in writing by the Police Department's Support Services Division Captain.
-

16. EQUIPMENT STANDARDS

A. CONTRACTOR shall provide, at its expense, the equipment listed below. Such equipment shall conform to the California Highway Patrol's Classification (CHP Class) for the gross vehicle weight ratings (GVWR) of a truck chassis. ALL of CONTRACTOR's vehicles performing services pursuant to this Agreement must comply with the applicable provisions of the California Vehicle Code and related tow truck Regulations, including but not limited to California Vehicle Code Sections 615, 21711, 24606, 25100, 27700, 27907, and all other statutes and regulations applicable to the vehicles. All vehicles must be equipped with a two-way radio. The CONTRACTOR shall, at a minimum, provide the following equipment:

Two (2) flatbed car carriers (Class A or Class B); plus

Four (4) light-medium duty tow trucks, consisting of:

One (1) light duty (Class A); plus

One (1) medium duty (Class B); plus

Two (2) additional tow trucks, whether (Class A), or (Class 8), or both; plus

One (1):

a) Heavy duty (Class C) truck; or

b) Super heavy duty (Class D) truck; plus

One (1) tow truck that is equipped to lift and carry a disabled person in a wheel chair.

B. [Class A, B, C, and D vehicles as noted above are defined in the State of California Department of California Department of California Highway Patrol Tow Service Agreement, CHP 234 \(07-2019\) OPI 061, 2019-2020 TSA 12642.](#)

C. All CONTRACTOR's tow vehicles must be equipped with at least the following equipment when in service:

Fire Extinguishers

Broom

Shovel

Reflective Triangles

Flares

Trash Can(s) with Absorbent Material

Office to Truck Radio System

D. Motorcycles that are stored, impounded or towed from a collision scene at the request of an authorized representative of the Police Department shall be hauled by a trailer that is designed to carry motorcycles or by a flatbed truck in an upright position.

E. Any and all equipment used and maintained by the CONTRACTOR shall be available for

inspection by an authorized representative of the Police Department upon request.

- F. The CONTRACTOR shall have all equipment and vehicles to be used under this Agreement inspected by the California Highway Patrol at least one time per year. All vehicles and equipment shall display a current inspection sticker issued by the California Highway Patrol prior to use under this Agreement. The CITY may conduct random vehicle and equipment inspections to ensure compliance with this Agreement.
- G. An authorized representative of the Police Department may inspect the CONTRACTOR's facilities used under this contract at any time during normal business hours.
- H. The CONTRACTOR shall have equipment for unlocking locked vehicles and personnel proficient in use of such equipment. The personnel shall unlock vehicles when requested by an authorized representative of the Police Department.
- I. Throughout the term of this Agreement the CONTRACTOR shall maintain in good condition its facility, vehicles, equipment and material used in the performance of this Agreement.

17. RESPONSE TIME

- A. The CONTRACTOR shall respond to calls from the South Pasadena Police Department twenty-four (24) hours a day, seven days a week, including holidays, with the following maximum response times:

Daytime: (0700 to 1800) – 20 minutes

Nighttime: (1800 to 0700) – 25 minutes

- B. The CONTRACTOR's dispatcher shall notify the Police Dispatcher when a tow vehicle cannot respond within the response times listed above and shall give the reason for the delay and an estimated time of arrival.
- C. The CONTRACTOR may park up to two (2) tow trucks on CITY streets designated by the Police Chief during early morning hours (0100 hours to 0600 hours) to facilitate a timely response to police calls for tow services.

18. DUTIES AT SCENE

After being requested to the scene by an authorized representative of the Police Department the CONTRACTOR's driver shall:

- A. Neither move nor attach the tow truck to any vehicle until instructed to do so by an authorized representative of the Police Department.
 - B. Clean up and remove any and all debris from an accident scene as directed by an authorized representative of the Police Department and as required by the California Vehicle Code.
 - C. Provide vehicle owners, when present at the scene, with a business card or other information indicating where the vehicle will be stored and the phone number where a representative of the CONTRACTOR can be reached.
-

19. RECORDS

- A. The CONTRACTOR shall keep complete and accurate records of all vehicles impounded or stored, which records shall include the CONTRACTOR's charges for each vehicle. The records shall be compiled into a report including all the relevant information, including a separate list of the number of vehicles stored or impounded at the request of the CITY that are sold through lien sale. The CONTRACTOR shall provide the report to the Chief of Police within thirty (30) calendar days after the end of each month. The report need only include vehicles towed, impounded or stored at the request of the Police Department. The CONTRACTOR shall also maintain complete records of the times that the CONTRACTOR receives calls for service, when a tow truck was dispatched and when the tow truck arrived on scene. The record system should be adequate to provide an inquiry with the following information: Locate vehicles from license plate only if the make, model, color, date and location of impound are unavailable. The CONTRACTOR must provide notice to the California Highway Patrol as required by section 10652 of the California Vehicle Code.
- B. The CONTRACTOR shall maintain the records required by this Agreement for a period of not less than three (3) years from the date a vehicle is released or sold. The CONTRACTOR may save the records electronically in accordance with requirements approved by the Police Chief.

20. RECORDS INSPECTION/ RELEASE OF INFORMATION

- A. All records required to be kept by the CONTRACTOR shall be available for inspection in a usable form by representatives of the CITY and the California Highway Patrol.
 - B. All information gained by the CONTRACTOR and reports compiled therefrom in performance of this Agreement shall be considered confidential and shall not be released by the CONTRACTOR without the prior written authorization of the Police Chief. The CONTRACTOR, its officers, employees, agents or subcontractors, shall not without written authorization from the Police Chief or the City Attorney, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the work performed under this Agreement or relating to any incident, service, project or property located within the CITY. Response to a subpoena or court order shall not be "voluntary" if the CONTRACTOR gives the CITY notice of such court order or subpoena. The CONTRACTOR shall promptly notify the CITY should the CONTRACTOR, its officers, employees, agents or subcontractors be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the work performed hereunder or with respect to any incidents or locations within the CITY. The CITY shall have the right, but no obligation, to be present at any such deposition, hearing or similar proceeding. The CONTRACTOR agrees to cooperate fully with the CITY and to provide the CITY with the opportunity to review any response to discovery requests provided by the CONTRACTOR. The CITY cannot control, direct, or rewrite any response.
-

21. TOW RATES AND STORAGE FEES

A. Tow Rates

The rate for towing shall be from the primary towing facility and return to the same. The CONTRACTOR can charge one (1)-hour minimum. Charges in excess of one hour shall be charged in fifteen (15)-minute increments. There shall be no additional charge for mileage or any other add-on.

Rates for 2020-2024

The applicable rates for July 1, 2020 to June 30, 2024 shall be:

Towing –

Class A	\$225.17 per hour
Class B	\$274.89 per hour
Class C	\$369.70 per hour
Class D	\$447.60 per hour

Storage –

Inside Storage Class A	\$63.53 per day
Outside Storage Class A	\$60.38 per day
Inside Storage Class B	\$63.53 per day
Outside Storage Class B	\$65.31 per day
Inside Storage Class C	\$72.63 per day
Outside Storage Class C	\$69.69 per day
Inside Storage Class D	\$71.93 per day
Outside Storage Class D	\$69.15 per day

Labor–

Class A Tow	\$57.08
Class B Tow	\$57.08
Class C Tow	\$57.08
Class D Tow	\$57.08

Special Equipment (low boy)	\$365.19
-----------------------------	----------

B. Determination of a Day

Vehicles stored eight (8) hours or less shall be charged no more than one (1)-day storage. Each day thereafter shall be calculated by the calendar day.

C. Copy of Rate Schedule

A copy of the rate schedule shall be maintained inside each tow vehicle and presented upon request to the vehicle owner or driver.

D. No Charge for Unauthorized Tow

In the event that a vehicle is stored or impounded at the direction of an authorized representative of the Police Department and it is subsequently determined that the CITY did not have sufficient grounds for calling for the tow, the CONTRACTOR shall impose no charge for the tow.

E. After Hour Vehicle Releases

The CONTRACTOR may charge a flat after-hours release fee of \$75.00 in addition to any previously incurred tow and storage fees for vehicles released outside the CONTRACTOR's normal business hours.

F. Towing of CITY Vehicles

The CONTRACTOR shall tow CITY-owned Class A vehicles and motorcycles within the CITY limits free of charge. The CONTRACTOR shall tow outside of the CITY limits and provide storage of CITY owned Class B, C, or, D vehicles at one half of the applicable rates and storage fees.

22. SERVICE CALLS AND LABOR

Rates for service calls (out of gas, lock outs, etc.) shall be from the time dispatched to the end of the service and shall be at an hourly rate of \$60.00 with thirty (30) minutes minimum. Charges in excess of thirty (30) minutes may be imposed in fifteen (15)-minute increments. This rate shall be in effect from July 1, 2019 to June 30, 2022 and any extension of this Agreement. The CITY vehicles will not be charged for service calls.

23. DISPUTES

In the event a dispute arises concerning any charge made by the CONTRACTOR in performance of this Agreement, the dispute shall be decided by an authorized representative of the Police Department, pursuant to California Vehicle Code Section 22852. The decision of the Police Department shall be binding on all involved parties.

24. ACCEPTANCE OF PAYMENT

The operator shall accept payment for towing, impounding and storage by a valid debit card, credit card or cash. The CONTRACTOR shall have sufficient cash on the premises to accommodate and make change in a reasonable monetary transaction. The CONTRACTOR shall accept payment from the registered owner, legal owner or the agent or the owner claiming the vehicle. (22651.1CVC)

25. SIGNS AND ADVERTISING

The CONTRACTOR shall not display any signs or advertising material which indicates that his/her business is an official towing service or police storage facility of the CITY without the express written permission from the Chief of Police.

26. INDEMNITY

- A. THE CONTRACTOR shall, at its sole cost and expense, indemnify, defend, and hold harmless the CITY, its elected officials, officers, agents, employees, and volunteers and those CITY agents serving as independent contractors in the role of CITY officers from all claims, suits, or actions of every name, kind, and description (collectively, "Claims"), including fees and costs of accountants, attorneys and other professionals, brought forth on account of injuries to or death of any person or damage to property arising from or connected with the alleged willful misconduct, negligent acts, errors or omissions, the CONTRACTOR or any person directly or indirectly employed by or acting as agent for the CONTRACTOR in the performance of this Agreement, or CONTRACTOR's failure to comply with its obligations set forth in this Agreement, including the concurrent or successive active or passive negligence of the CITY, its officers, agents, employees or volunteers, except for claims arising

from the sole negligence or willful misconduct of CITY. CONTRACTOR shall promptly pay any judgment rendered against CONTRACTOR or CITY covering Claims. If CITY is made a party to any suit or action filed or prosecuted against CONTRACTOR for such claims, CONTRACTOR shall pay CITY any and all costs and expenses incurred by CITY in such suits or actions, together with attorneys' fees.

- B. It is understood that the duty of the CONTRACTOR to indemnify and hold harmless the CITY includes the duty to defend as set forth in Section 2778 of the California Civil Code. CONTRACTOR shall defend any action or actions filed in connection with a claim with counsel of CITY's choice and pay all costs and expenses, including attorneys' fees incurred in connection therewith.
- C. Acceptance of insurance certificates and endorsements required under this Agreement does not relieve the CONTRACTOR from liability under this indemnification and hold harmless clause. This indemnification and hold harm less clause shall apply whether or not such insurance policies shall have been determined to be applicable to any of such damages or claims for damages and shall survive expiration or termination of this Agreement.

27. INSURANCE

Without limiting the CONTRACTOR's indemnification of the CITY as provided in this Agreement, the CONTRACTOR shall provide and maintain at its own expense, during the term of this Agreement, or as may be further required herein, the following insurance coverage and provisions:

A. Insurance Required

CONTRACTOR shall maintain insurance as described in this section and shall require all of its subcontractors, and other agents to do the same. Approval of the insurance by the CITY shall not relieve or decrease any liability of CONTRACTOR. Any requirement for insurance to be maintained after completion of the work shall survive this Agreement.

B. Documentation of Insurance

CITY will not execute this agreement until it has received a complete set of all required documentation of insurance coverage. However, failure to obtain the required documents prior to the work beginning shall not waive the CONTRACTOR's obligation to provide them. CONTRACTOR shall file with CITY:

- Certificate of Insurance, indicating companies acceptable to CITY, with a Best's Rating of no less than A: VII showing. The Certificate of Insurance must include the following reference: [Official Police Towing Service]
- Documentation of Best's rating acceptable to the CITY.
- Original endorsements effecting coverage for all policies required by this Agreement.
- CITY reserves the right to obtain a full certified copy of any required insurance policy and endorsements. Failure to exercise this right shall not constitute a waiver of the right to exercise later.

C. Coverage Amounts

Insurance coverage shall be at least in the following minimum amounts:

Professional Liability Insurance: \$2,000,000 per occurrence
\$4,000,000 aggregate

General Liability:

- General Aggregate \$4,000,000
- Products Comp/Op Aggregate \$4,000,000
- Personal & Advertising Injury \$2,000,000
- Each Occurrence \$2,000,000
- Fire Damage (any one fire) \$100,000
- Medical Expense (any one person) \$10,000
- Garage Keeper's Legal Liability with a limit of one hundred thousand dollars (\$100,000) per occurrence.

- On Hook Coverage with minimum limits of \$100,000 per occurrence.

Workers' Compensation:

- Workers' Compensation Statutory Limits
- EL Each Accident \$1,000,000
- EL Disease – Policy Limit \$1,000,000
- EL Disease – Each Employee \$1,000,000

Automobile Liability

- Any vehicle, combined single limit \$1,000,000

Any available insurance proceeds broader than or in excess of the specified minimum insurance coverage requirements or limits shall be available to the additional insured. Furthermore, the requirements for coverage and limits shall be the greater of (1) the minimum coverage and limits specified in this Agreement, or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named insured.

D. General Liability Insurance

Commercial General Liability Insurance shall be no less broad than ISO form CG 00 01. Coverage must be on a standard Occurrence form. Claims-Made, modified, limited or restricted Occurrence forms are not acceptable.

E. Workers' Compensation Insurance

CONTRACTOR is aware of the provisions of Section 3700 of the Labor Code which requires every employer to carry Workers' Compensation (or to undertake equivalent self-insurance), and CONTRACTOR will comply with such provisions before commencing the performance of the work of this Agreement. If such insurance is underwritten by any agency other than the State

Compensation Fund, such agency shall be a company authorized to do business in the State of California.

F. Automobile Liability Insurance

Covered vehicles shall include owned if any, non-owned, and hired automobiles and, trucks.

G. Claims-Made Policies

If any of the required policies provide coverage on a claims-made basis the Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work. Claims-Made Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the CONTRACTOR must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.

H. Additional Insured Endorsements

The CITY, its City Council, Commissions, officers, and employees of South Pasadena must be endorsed as an additional insured for each policy required herein, for liability arising out of ongoing and completed operations by or on behalf of the CONTRACTOR. CONTRACTOR's insurance policies shall be primary as respects any claims related to or as the result of the CONTRACTOR's work. Any insurance, pooled coverage or self-insurance maintained by the CITY, its elected or appointed officials, directors, officers, agents, employees, volunteers, or Contractors shall be non-contributory. All endorsements shall be signed by a person authorized by the insurer to bind coverage on its behalf. General liability coverage can be provided using an endorsement to the CONTRACTOR's insurance at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37.

I. Failure to Maintain Coverage

In the event any policy is canceled prior to the completion of the project and the CONTRACTOR does not furnish a new certificate of insurance prior to cancellation, CITY has the right, but not the duty, to obtain the required insurance and deduct the premium(s) from any amounts due the CONTRACTOR under this Agreement. Failure of the CONTRACTOR to maintain the insurance required by this Agreement, or to comply with any of the requirements of this section, shall constitute a material breach of this Agreement.

J. Insurance Notices

CONTRACTOR shall provide immediate written notice if (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; (3) or the deductible or self-insured retention is increased. CONTRACTOR shall provide no less than 30 days' notice of any cancellation or material change to policies required by this Agreement. CONTRACTOR shall provide proof that cancelled or expired policies of insurance have been renewed or replaced with other policies providing at least the same coverage. Such proof will be furnished at least two weeks prior to the expiration of the coverages. The name and address for Additional Insured Endorsements, Certificates of Insurance and Notices of Cancellation is: City of South Pasadena, Attn: [South Pasadena Police Department], 1422 Mission Street, South Pasadena, CA 91030.

K. Contractor's Insurance Primary

The insurance provided by Contractor, including all endorsements, shall be primary to any coverage available to CITY. Any insurance or self-insurance maintained by CITY and/or its officers, employees, agents or volunteers, shall be in excess of CONTRACTOR's insurance and shall not contribute with it.

L. Waiver of Subrogation

CONTRACTOR hereby waives all rights of subrogation against the CITY. CONTRACTOR shall additionally waive such rights either by endorsement to each policy or provide proof of such waiver in the policy itself.

M. Report of Claims to City

Contractor shall report to the CITY, in addition to the CONTRACTOR's insurer, any and all insurance claims submitted to CONTRACTOR's insurer in connection with the services under this Agreement.

N. Premium Payments and Deductibles

CONTRACTOR must disclose all deductibles and self-insured retention amounts to the CITY. The CITY may require the CONTRACTOR to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within retention amounts.

Ultimately, CITY must approve all such amounts prior to execution of this Agreement. CITY has no obligation to pay any premiums, assessments, or deductibles under any policy required in this Agreement. CONTRACTOR shall be responsible for all premiums and deductibles in all of CONTRACTOR's insurance policies. The amount of deductibles for insurance coverage required herein is subject to CITY's approval.

O. Duty to Defend and Indemnify

CONTRACTOR's duties to defend and indemnify CITY under this Agreement shall not be limited by the foregoing insurance requirements and shall survive the expiration of this Agreement.

28. RISK

The CONTRACTOR shall be responsible for damage to or theft of the vehicles and other property towed and stored by the CONTRACTOR, its employees or agents. Any and all claims, demands or liability arising out of or encountered in connection with this Contract shall be borne by the CONTRACTOR.

29. TERMINATION

- A. The CITY may terminate this Agreement, for any reason or no reason, on thirty (30) days written notice to the CONTRACTOR. Prior to the effective date of termination, the CONTRACTOR shall continue to fulfill all of its obligations under this Agreement. If the Agreement is terminated by the CITY, and provided CONTRACTOR is not then in breach, the CONTRACTOR shall be paid for services satisfactorily rendered to the last working day the Agreement is in effect, and the CONTRACTOR shall have no other claim against the CITY by reason of such termination.

- B. The CONTRACTOR may terminate this Agreement only for a material breach and if the CITY fails to cure the breach within sixty (60) days following written notice from the CONTRACTOR.

30. OFFICIAL POLICE TOW SERVICE/ POLICE DEPARTMENT COMMUNICATIONS

The Support Services Division Captain or designee shall conduct regular meetings to discuss issues of concern in the implementation of this Agreement. These meetings shall be mandatory for the operator or his/her designee. The CITY shall give the operator five (5) days written notice of these meetings.

31. GENERAL PROVISIONS

A. Independent Contractor

At all times during the term of this Agreement, the CONTRACTOR shall be an independent contractor and shall not be an employee of the CITY. The CITY shall have the right to control the CONTRACTOR only insofar as the results of the CONTRACTOR's services rendered pursuant to this Agreement; however, the CITY shall not have the right to control the means by which the CONTRACTOR accomplishes services rendered pursuant to this Agreement.

B. Required Licenses and Permits

The CONTRACTOR represents and warrants to the CITY that the CONTRACTOR has all licenses, permits, qualifications and approvals that are legally required for the CONTRACTOR to perform the service required under this Agreement pursuant to Vehicle Code Section 12804.9. The CONTRACTOR represents and warrants to the CITY that the CONTRACTOR shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement, any licenses, permits, and approvals which are legally required for the CONTRACTOR to perform the services.

C. No Agency

Except as the CITY may specify in writing, the CONTRACTOR shall have no authority, express or implied, to act on behalf of the CITY as an agent in any capacity whatsoever. The CONTRACTOR shall have no authority, express or implied, pursuant to this Agreement, to bind the CITY to any obligation.

D. Assignment

The CONTRACTOR shall not assign any right or obligation pursuant to this Agreement without the prior written consent of the City Council. Any attempted or purported assignment of any right or obligation pursuant to this Agreement shall be void and of no effect and constitute a default under this Agreement. The sale or transfer of controlling interest in a company shall constitute an assignment within the meaning of this Agreement.

E. Standard of Performance

The CONTRACTOR shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the services in which the CONTRACTOR is engaged in the geographical area in which the CONTRACTOR practices his profession.

F. No Employee Financial Interest

No employee of the CITY engaged in the preparation or supervision of this Agreement shall have any direct financial interest in the CONTRACTOR.

G. Compliance with all Law and Regulations

The CONTRACTOR shall keep itself informed of all local, State and Federal ordinances, laws and regulations which in any manner affect those employed by it or in any way affect the performance of its service pursuant to this Agreement. The CONTRACTOR shall at all times observe and comply with all such ordinances, laws and regulations. The CITY, and its officers and employees, shall not be liable at law or in equity occasioned by failure of the CONTRACTOR to comply with this section.

H. Notices

Any notices which either party may desire to give to the other party under this Agreement must be in writing and may be given either by (I) personal service, (ii) delivery by a reputable document delivery service, such as but not limited to, Federal Express, that provides a receipt showing date and time of delivery, or (iii) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the party as set forth below or at any other address as that party may later designate by Notice. Notice shall be effective upon delivery to the addresses specified below or on the third business day following deposit with the document delivery service or United States Mail as provided above.

To CITY: City of South Pasadena
 Police Department
 1422 Mission Street
 Attention: Office of City Clerk

To CONTRACTOR: Name:
 Address:
 Attn:

I. Time of Essence

In the performance of this Agreement, time is of the essence.

J. Authority to Execute

The persons executing this Agreement on behalf of the CONTRACTOR warrants and represents that he or she has the authority to execute this Agreement on behalf of the CONTRACTOR and has the authority to bind the CONTRACTOR to the performance of its obligations hereunder.

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

CITY OF SOUTH PASADENA

Robert Joe
Mayor

ATTEST:

Maria Ayala
Chief City Clerk

APPROVED AS TO FORM:

Teresa L. Highsmith
City Attorney

OFFICIAL POLICE TOW SERVICE

_____ TOW, INC.

By:
Name:
Title:

By:
Name:
Title:

Two corporate officers are required to sign this Agreement

Public Comment 4/15/2020 CCM

(General Public Comment)

1. Chris Bray
2. William Kelly
3. Elizabeth A. Bagasao
4. Barbara Eisenstein

From: Chris Bray <[REDACTED]>
Sent: Saturday, April 11, 2020 2:05 AM
To: City Clerk Public Comment
Subject: Re: general public comment for 4/15 council meeting (please read to council; 150 words)

CAUTION: This email originated from outside of the City of South Pasadena. Do not click links or open attachments unless you recognize the sender and know the content is safe.

(Fixed a typo in this....)

Councilmembers,

In a recent interview, our superintendent of schools urged people to "recognize that we need to be mindful of the extreme budget challenges that will become a reality within the near future." I urge you to do the same.

South Pasadena was struggling to retain businesses in a strong pre-pandemic economy. Four storefronts have sat empty at 711 Fair Oaks Avenue for over a year. The site of the former Crossings restaurant has long sat empty, as has the former Big Lots storefront.

The longer a forced closure of local businesses goes on, the more we risk a re-opening in which only some of our small businesses are able to survive. What sales taxes do you collect from closed businesses? How much utility tax does an empty storefront typically pay?

Please start planning for the financial future this pandemic creates, and put financial projections and plans on your next agenda.

Chris Bray
[REDACTED]

From: William Kelly [REDACTED]
Sent: Monday, April 13, 2020 5:04 PM
To: City Clerk Public Comment
Subject: 4/15/2020, General Public Comment

CAUTION: This email originated from outside of the City of South Pasadena. Do not click links or open attachments unless you recognize the sender and know the content is safe.

PLEASE READ ALOUD

As weather warms, the city should quickly develop and implement a sensible street closure plan to allow an increasing number of walkers, joggers, cyclists, skateboarders, etc., to maintain physical distance. Now, sidewalks are often too narrow and walking in the street with cars to maintain distance presents increased risk of an accident. Oakland recently implemented such a plan. With calls down, this is something our police could undertake and implement, working with transportation staff. I urge this to be done quickly to prevent the spread of the virus and to maintain traffic and pedestrian safety. Studies show respiratory droplets travel up to 7 meters. Sometimes joggers pass from behind with only inches of separation. I also urge the city to issue guidance on the need to maintain distance to residents. Not all are getting the message.

Thanks,
Bill Kelly

[REDACTED]

**SUMMARIZED PUBLIC COMMENT FROM
ELIZABETH A. BAGASAO
TO BE READ ALOUD**

April 14, 2020

Elizabeth A. Bagasao

[REDACTED]

[REDACTED]

Re: Open Session Non-Agenda Item Public Comment Submission April 1, 2010

Dear Mayor Bob Joe and Honorable Council People

There was need, we responded.

Senior Volunteer Shoppers, SPWC, Chinese American Parents Association, and South Pasadena Tenants Union, South Pasadenan.com, without hesitation organized and immediately reached residents with assistance and goodwill.

Chinese American Parents Association, donated thousands of dollars-worth of equipment to first responders when they had nothing. South Pasadena Tenants Union drafted an emergency eviction ban for residential renters. Local food banks giving to those who may otherwise go without. Our media keeping us informed and up to date.

You had an opportunity in 2019 to support our lowest wage earners. You rejected it. We are now dependent on many of them.

Non-governmental efforts are keeping South Pasadenans connected and fed.

We represent countless hours of labor and donations. We serve without fanfare or funding. The City can't take credit for what we have accomplished.

You should be humbled by your constituents. This is not your legacy. It's ours.

Sincerely,

Anne Bagasao

**WRITTEN PUBLIC COMMENT FROM
ELIZABETH A. BAGASAO**

Maria Ayala

From: Elizabeth Anne Bagasao <[REDACTED]>
Sent: Tuesday, April 14, 2020 5:12 PM
To: Maria Ayala; ezneimer
Subject: Open Session NonAgenda Item Public Comment for 4/15/20
Attachments: 4-15PublicCommentABagasao.docx

CAUTION: This email originated from outside of the City of South Pasadena. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear City Clerk Ayala and Honorable Evelyn Zneimer,

Attached please find my public comment submission for open session City Council meeting on April 15.

Thank you for your consideration and I look forward to my comments being presented for public access in tomorrow's meeting.

Best regards,

E. Anne Bagasao

April 14, 2020

Elizabeth A. Bagasao



Re: Open Session Non-Agenda Item Public Comment Submission April 15, 2010

Dear Mayor Bob Joe and Honorable Council People,

As a resident and local advocate for the less fortunate and most vulnerable among us, I'm using my time to acknowledge and thank the hundreds of South Pasadenans who are serving our community during this international crisis.

We are a small but mighty city of culturally, economically and ethnically diverse people. We are people of many faiths, languages, ages and abilities. When we saw a need, we responded.

Without hesitation or urging, South Pasadena civilians organized volunteers and fundraising efforts almost overnight. With the use of social media and good old-fashioned word of mouth, individuals and groups wasted no time in reaching hundreds of residents with offers of assistance, goodwill and compassion.

Out of this pandemic, has emerged the Senior Volunteer Shoppers. They are over 100 bodies strong putting themselves into the world so that our seniors do not have to. The South Pasadena Woman's Club members, who have been selflessly donating, organizing and sewing masks as part of the larger effort led by Kristina Wong and the Aunties Sewing Squad. This tireless group of South Pasadena elders has created over 600 homemade masks that have been distributed to nurses, caregivers, LA County Juvenile Probation, Kaiser Sunset food service and housekeeping staff, in-home physical therapists, and essential workers as far away as New York, Massachusetts and Florida in addition to many right here in South Pasadena. This has been 100% volunteer effort and with no requirement to pay for anyone who has requested a mask.

The Chinese American Parents Association, donated thousands of dollars-worth of protective equipment to our first responders when they had nothing. Ironically, the group was pictured with their generous donation standing upon the courtyard which is slated to undergo a \$100,000 makeover.

A shout out also to John Srebalus and the South Pasadena Tenants Union for not wasting anytime in drafting and presenting to the Council an emergency eviction ban for residential renters.

Holy Family Parish, Oneonta, and St. James have been providing food to those who may otherwise go without. Our school district meal distribution staff who are keeping our children fed and providing a semblance of normalcy and routine, have been amazing. And to the SouthPasadenan staff that has kept

us up to date and informed on regional and state news as well as the efforts of those mentioned above, your work is so appreciated.

To say thank you to our grocery store workers, janitors, elder caregivers and restaurant workers, can never be enough. They deserve much more. They deserve better pay and access to quality healthcare. Without them, where would any of us be right now?

I hear people saying that they can't wait to go back to the way things were. The way things were meant that many workers, who are now essential, were invisible to most South Pasadenans. In April 2019, an opportunity was presented to you that would have supported and acknowledged the plight of our lowest wage earners. This body along with the Chamber of Commerce, rejected it. Ironically, we are now dependent upon many of those same low wage earners.

In our little corner of the world, when for the past month international and national news has changed quickly and furiously, it has consistently been non-governmental efforts that have kept South Pasadenans connected, fed and protected.

When the City applies for the emergency Federal grants, it's unfortunate that you won't be able to use our numbers to make a case for your needs. We have contributed countless hours, donated thousands of dollars and we continue to serve without fanfare or funding. The City can't put a dollar amount on the value of that which has been provided by private individuals, the media and community organizations during this unprecedented time.

We know who we are, what we have done and what we will continue to do for our neighbors. You should be humbled by what your constituents are willing and capable of achieving during this extraordinary moment in history. This is our legacy. Not yours.

Sincerely,

Anne Bagasao

Maria Ayala

From: Barbara Eisenstein <[REDACTED]>
Sent: Tuesday, April 14, 2020 5:11 PM
To: City Council Public Comment
Subject: General Public Comment

CAUTION: This email originated from outside of the City of South Pasadena. Do not click links or open attachments unless you recognize the sender and know the content is safe.

- 1) Barbara Eisenstein, [REDACTED]
- 2) General public comment
- 3) Please read comment during the meeting

I would like the city to consider implementing a plan to increase safe space on our streets for walkers, joggers, and cyclists, thereby allowing residents to get exercise while safely following the CDC recommendation of 6-foot separation. Currently I try to walk early in the morning because there are too many people on the streets in the afternoon for me to feel safe. When walking in mid-day, I often step out into the street since I cannot pass someone at a safe distance on our sidewalks. This means I have to be careful to avoid bicycles and cars. I think it makes sense to consider a plan to divert traffic and close some streets to vehicular through traffic, especially since traffic is reduced. I hope our city will work to help residents safely exercise outdoors during the "Stay at Home" period. Thank you!

Public Comment 4/15/2020 CCM

(Item No. 1)

1. Alan Ehrlich
2. Ella Hushagen

PUBLIC COMMENT ON AGENDA ITEM 1 (to be read aloud at the meeting)

This public comment is from Alan Ehrlich, a 20 year resident of the city and vice-chair on the Public Safety Commission.

Mr. Ehrlich writes: Mayor Joe, PSC liaison Dr Schneider and fellow council members

It is necessary I bring to council a matter of extreme importance discussed by the PSC on Monday. The commissioners were extremely disappointed the city's Director of Emergency Operations did not appear to update the commission nor provide the commission the opportunity to ask her questions about how **OUR CITY, not LA, not the county, not the state, but how OUR CITY** is managing its response to the coronavirus emergency

PSC's responsibilities include reviewing the city's emergency preparedness and response to be able to provide recommendations to staff and council. It is imperative the DOE make herself available for the PSC to meet its obligation.

The commission formed an adhoc coronavirus subcommittee, of which I am a member. I'm requesting the Council direct the DEO to make herself available to the subcommittee at least once per week for no less than 60 minutes until the emergency orders are lifted.

Thank you.

(149)

**SUMMARIZED PUBLIC COMMENT FROM
ELLA HUSHAGEN
TO BE READ ALOUD**

April 14, 2020

Public Comment for the April 15, 2020 South Pasadena City Council Meeting

Re: Agenda Item One (1), Coronavirus Update and Discussion

Please read comment aloud into the meeting minutes.

Dear City Council:

Shelter-in-place orders are not likely to be lifted anytime soon, and in the meantime, our unhoused neighbors are vulnerable to coronavirus infection. An estimated 2,600 homeless people in the Los Angeles area will need to be hospitalized for COVID-19, and about 900 of them will require intensive care.

Local governments are creating temporary housing in response. We urge the City of South Pasadena to be proactive by renting a dozen¹ or more trailers, parking them at a central City-managed location, and offering our unhoused neighbors temporary shelter.

We are requesting a meeting with City Manager Stephanie DeWolfe within the next seven (7) days to discuss our proposal.

We thank and commend you for your dedication to civil service during this trying time.

Signed,

- | | |
|-------------------------|---------------------------|
| 1. Adam Murray | 16. Félicie Borredon |
| 2. Afshin Ketabi | 17. Frederick Eberhardt |
| 3. Ahilan Arulanantham | 18. Helen Tran |
| 4. Allison Schreiner | 19. Janna Conner-Niclaes |
| 5. Amy Jones | 20. Jean Yu |
| 6. Anne Bagasao | 21. John Srebalus |
| 7. Anny Celsi | 22. Jonathan M. Eisenberg |
| 8. Andrew Terhune | 23. Kathleen Tesler |
| 9. Bill Kelly | 24. Kristen Kuhlman |
| 10. Carla Obert | 25. Laboni Hoq |
| 11. Cassandra Terhune | 26. Laurent Borredon |
| 12. Catie DiFelice | 27. Leland Jones |
| 13. Christine Gullixson | 28. Lisa Rosenberg |
| 14. Ella Hushagen | 29. Marion Johnson |
| 15. Emily Porter | 30. Marshall Dostal |

¹ City Manager Stephanie DeWolfe wrote in her March 31 letter that “we have approximately nine residents who are unhoused and call South Pasadena their home.”

31. Matthew Hubbard
32. Megan Dostal
33. Michael Shannon
34. Minoli Ratnatunga
35. Noel Garcia
36. Owen Ellickson
37. Rachel Hamilton
38. Raf Niclaes
39. Rosalina Cardenas
40. Roya Yasharpour

41. Sandy Shannon
42. Sarah Erlich
43. Sarah Perez-Silverman
44. Sean Singleton
45. Sofia Lopez Singleton
46. Sorrel Barnard
47. Tony Lockhart
48. Zahir Robb

**WRITTEN PUBLIC COMMENT FROM
ELLA HUSHAGEN**

Maria Ayala

From: Ella Hushagen <[REDACTED]>
Sent: Monday, April 13, 2020 7:26 PM
To: City Council Public Comment; City Clerk's Division
Cc: Helen Tran
Subject: Public Comment for 4/15/20 meeting re: agenda item one
Attachments: 2020-04-13 South Pasadena community member comments.pdf; COVID-paper.pdf

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Please submit the attached letter to the City Council from 48 residents regarding agenda item one (1) (Coronavirus Update and Discussion) at the April 15, 2020 meeting. The attached report is also attached for the Councilmembers' reference and convenience.

Thanks!

Ella Hushagen

April 13, 2020

Public Comment for the April 15, 2020 South Pasadena City Council Meeting

Re: Agenda Item One (1), Coronavirus Update and Discussion

Please read comment aloud into the meeting minutes.

Dear South Pasadena City Council:

Thank you for your thoughtful response to our letter of March 23, 2020. We applaud the City's decision to leave park facilities open 24 hours per day. Yet we believe the City can and should do more to protect residents during the crisis.

Shelter-in-place orders are not likely to be lifted anytime soon. Experts estimate that it will be months (at least) before public spaces can reopen safely.¹ Meanwhile, our unhoused neighbors have nowhere to go. According to a new study (attached for your convenience), an estimated 2,600 homeless people in the Los Angeles area will need to be hospitalized for COVID-19, and about 900 of them will require intensive care. Unhoused people are more susceptible than members of the general public to infection, hospitalization and mortality from coronavirus. Researchers, public health officials, and activists alike are calling for local governments to create temporary housing for people experiencing homelessness.

On April 2, the Trump Administration announced \$3 billion in funding to shelter homeless people and expand testing and treatment. Governor Newsom allocated \$50 million to purchase or lease hotels and motels across the state to house people who are experiencing homelessness, and an additional \$100 million in emergency grants.

Local governments are mobilizing responses to the risks:

- The City of Los Angeles opened recreation centers as temporary shelters. According to the Los Angeles Homeless Services Authority (LAHSA) Director, most of the shelters were at 100 percent occupancy by April 3, 2020.
- Los Angeles County is working to rent 2,000 hotel and motel rooms. It installed 112 trailers at Dockweiler State Beach.
- San Francisco recently leased 400 hotel rooms, and it is working with hotels to secure approximately 4,100 more rooms for homeless people, health care workers, and those who need quarantine. San Francisco is also opening 2,500 shelter beds.
- Orange County has leased two hotels to house homeless individuals.

We urge the City of South Pasadena to take a proactive part in these local efforts. Towards this end, we recommend the city to rent a dozen² or more trailers, park them at a central City-

¹ Rong-Gong Lin II and Taryn Luna, *Los Angeles Times*, "California's coronavirus curve: fewer deaths but a longer stay-at-home requirement," April 9, 2020.

² City Manager Stephanie DeWolfe wrote in her March 31 letter that "we have approximately nine residents who are unhoused and call South Pasadena their home."

managed location (e.g., SPUSD parking lot on Mission), and offer our unhoused neighbors temporary shelter there.

We are ready and willing to assist to make this possible. We are requesting a meeting with City Manager Stephanie DeWolfe within the next seven (7) days to discuss our proposal.

We thank and commend you for your dedication to civil service during this trying time. While state and county resources are available to help the city weather this crisis, there remains much more we can do at the local level to take care of each other. We hope you will think creatively and work passionately to protect at-risk South Pasadenans to the fullest extent possible.

Signed,

1. Adam Murray
2. Afshin Ketabi
3. Ahilan Arulanantham
4. Allison Schreiner
5. Amy Jones
6. Anne Bagasao
7. Anny Celsi
8. Andrew Terhune
9. Bill Kelly
10. Carla Obert
11. Cassandra Terhune
12. Catie DiFelice
13. Christine Gullixson
14. Ella Hushagen
15. Emily Porter
16. Félicie Borredon
17. Frederick Eberhardt
18. Helen Tran
19. Janna Conner-Niclaes
20. Jean Yu
21. John Srebalus
22. Jonathan M. Eisenberg
23. Kathleen Tesler
24. Kristen Kuhlman
25. Laboni Hoq
26. Laurent Borredon
27. Leland Jones
28. Lisa Rosenberg
29. Marion Johnson
30. Marshall Dostal
31. Matthew Hubbard
32. Megan Dostal
33. Michael Shannon
34. Minoli Ratnatunga
35. Noel Garcia
36. Owen Ellickson
37. Rachel Hamilton
38. Raf Niclaes
39. Rosalina Cardenas
40. Roya Yasharpour
41. Sandy Shannon
42. Sarah Erlich
43. Sarah Perez-Silverman
44. Sean Singleton
45. Sofia Lopez Singleton
46. Sorrel Barnard
47. Tony Lockhart
48. Zahir Robb

**Estimated Emergency and Observational/Quarantine Capacity Need for the US Homeless Population
Related to COVID-19 Exposure by County; Projected Hospitalizations,
Intensive Care Units and Mortality**

Dennis Culhane, Dan Treglia & Ken Steif
University of Pennsylvania
Randall Kuhn
University of California Los Angeles
Thomas Byrne
Boston University

March 24, 2020

Estimated Emergency and Observational/Quarantine Capacity Need for the U.S. Homeless Population Related to COVID-19 Exposure by County; Projected Hospitalizations, Intensive Care Units, and Mortality

Dennis Culhane, Dan Treglia, Ken Steif, Randall Kuhn, & Thomas Byrne

The rapid progression of the severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) pandemic has raised concerns about the potential impact of coronavirus disease (COVID-19) on the homeless population. According to official reports, 575,000 people in the United States meet the U.S. Department of Housing and Urban Development (HUD) definition of homelessness – living in a homeless shelter or a place not fit for human habitation.¹ On any given night New York City and Los Angeles County, two areas heavily impacted by COVID-19, are estimated to have 70,000 and 58,000 homeless individuals, respectively.

In recent days, both the State of California and the City of Los Angeles have made substantial funding allocations to support rapid emergency shelter for unsheltered individuals, outreach for early detection, and quarantine space. Policing reforms have also been put in place to ensure that homeless individuals are able to shelter in place should the need arise. The federal government is in the process of considering additional funding allocations aimed at protecting homeless populations from COVID-19. This report aims to establish the potential mortality and hospitalization costs of inaction along with estimating the funding needs associated with a comprehensive plan of action.

Potential impacts of COVID-19 on the homeless population

We estimate the potential impact of COVID-19 on the homeless population and the homeless and healthcare systems caring for them. We model our estimates on a variety of severity and fatality scenarios informed by the unique health burdens facing the homeless population, applied to the age distribution of the homeless population. Concern has been raised around the potential for widespread transmission of COVID-19 within the homeless population due to inadequate access to hygiene and sanitation and the difficulty of early detection among a population isolated from health care. Yet, given limited understanding around the exact parameters of the virus' transmission, it is difficult to explicitly model the potential transmission, and so we simply model a range of infection rate scenarios.

Less widely known—but considerably more important—is the extraordinarily high susceptibility to symptomatic infection, hospitalization, and fatality among the homeless population due not only to their advanced age, but also the accelerated physical decline and mental weathering that frequently results from repeat exposure to harsh elements. For decades, the single adult homeless population has been dominated by members of the late baby boom cohort (e.g., those born between 1955-1965, approximately), and the age distribution of homeless populations has shifted upwards as this birth cohort phenomenon has persisted into older ages.^{2,3} A recent study of aging trends among homeless populations in New York City, Los Angeles County, and Boston observed that the modal age of homeless clients in all cities was between 50 and 55 years. Studies of COVID-19 severity and case fatality suggest that older populations face risk orders of magnitude higher than those facing younger populations.^{4,5}

Concerns over chronological age are magnified by concerns over accelerated physical decline among homeless populations.⁶ Homeless individuals are admitted to the hospital with medical-surgical conditions 10-15 years earlier than comparable, housed individuals,⁷ and with age-related impairments

typical of housed individuals 20 years older.⁸ Early studies of COVID-19 risk factors point to comorbidities relating to hypertension, diabetes, cardiac disease, chronic respiratory disease, and cancer.⁹ In Los Angeles and other communities on the West Coast, concerns about physical susceptibility are further heightened by high rates of unshelteredness, which are thought to carry both a generalized risk of accelerated age-related decline and specific exposures to poor hygiene and respiratory distress.¹⁰ Existing studies of homeless populations have observed obstructive pulmonary disease prevalence between 20 and 30%,^{8,11} compared to 10% for the general adult population.¹²

This study serves two distinct purposes. First, we model potential scenarios of COVID-19 severity, hospitalization and fatality among homeless populations. Second, we estimate additional homeless system capacity – through private units as quickly feasible and scalable and otherwise through current infrastructure that incorporates tenets of social distance and safety - required to manage the acute impact of the COVID-19 pandemic on the existing homeless population. We perform this exercise for all unsheltered persons and homeless individuals in emergency shelter or transitional housing, which are generally congregate in nature (no private rooms or partitions) and highly dense. We have excluded families with children, who tend to be sheltered in private rooms or apartments. This exercise outlines the additional homeless system capacity required for a sufficient response to safely care for the existing homeless population; it is not intended to prescribe specific solutions, which should incorporate local conditions and guidance from the CDC and other public health experts.

Modeling Health Impacts of COVID-19 on the Homeless Population

Data and Methods

Because detailed national age distribution data are not available, we drew on aggregate age distributions for the adult homeless population (age 25+) from the Homeless Management Information Systems (HMIS) of New York City (NYC) for 2017 and Los Angeles County (LAC) for 2018, two municipalities with robust social service data infrastructures for which we could readily access data. (Previous research by this team has found that the age structure of adult homelessness is fairly robust across states).^{2,3,13}

The most granular geography at which official homelessness estimates are available is the Continuum of Care (CoC), which is the geographic unit at which federal homeless assistance grants are awarded and local homeless services are coordinated. These geographies do not map uniformly onto county boundaries, and we thus interpolate county estimates of these outcomes from CoC-level data mirroring a process described by Almquist and colleagues.¹⁴

We built estimates of the distribution of hospitalization, critical care and fatality for five-year age groups by modifying the estimates included in the widely publicized Imperial College report published March 16, 2020.⁴ We used nonlinear regression techniques to approximate rates for five-year age groups instead of ten-year groups. To estimate potential impacts on the homeless population, we built on the intuition of existing studies that older homeless populations bear health risks comparable to those of individuals 15 to 20 years older.^{7,8} To be conservative, we focused primarily on a 15-year accelerated aging shift while also reporting 10-year and 20-year shift models. A future scientific report will explore a wider range of assumptions.

Figure 1 compares the risk curves for homeless populations to the general population using a model that assumes infected homeless individuals would be twice as likely to be hospitalized, two to four times as likely to require critical care, and two to three times as likely to die.

Figure 1: Age-specific risk for homelessness-adjusted scenarios in comparison to general population

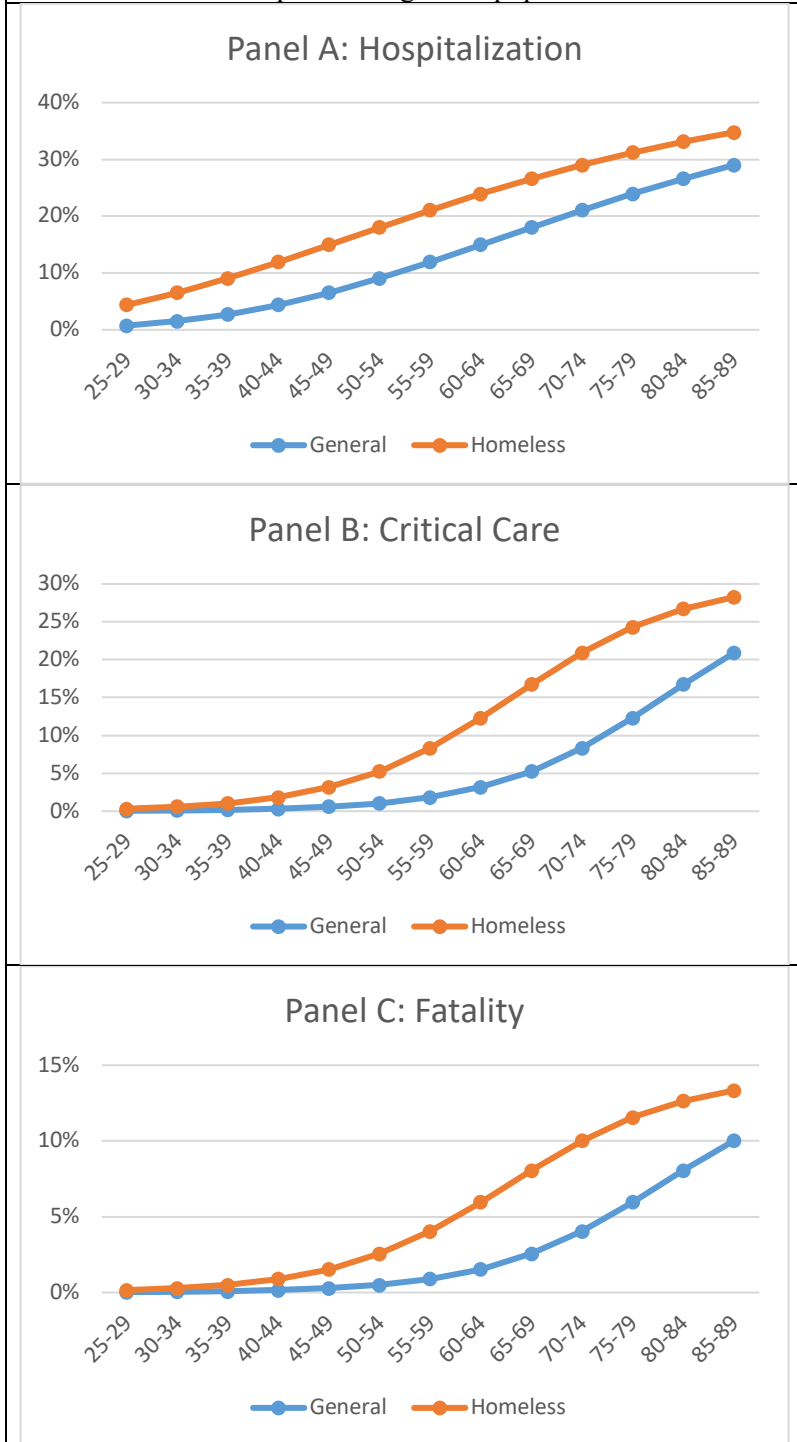


Figure 2 shows the age distribution of the homeless clients of LAC and NYC. The total number of clients age 25+ was 44,914 in NYC and 44,054 in LAC. The modal age group in both areas was 50-54, while the

mean age was 45.6 in NYC and 46.7 in LAC. The proportion over age 65 was 5.8% in NYC and 7.2% in LAC, lower than the national average among the general population. The proportion over age 50, and thus potentially heavily affected by accelerated aging was 39.7% in NYC and 42.5% in LAC.

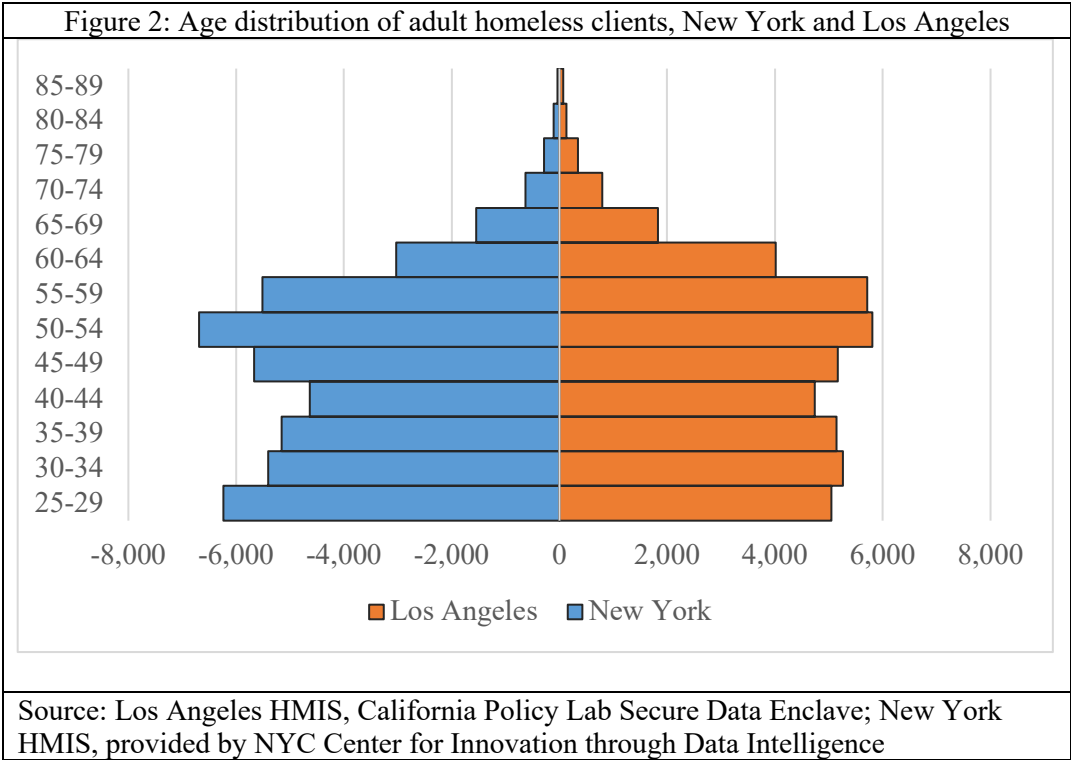


Table 1 shows the projected number of hospitalizations and critical care and fatality episodes anticipated among the homeless population of the United States. These projections are imposed on the estimated 493,000 single adults experiencing homelessness on a given night (unsheltered PIT counts adjusted *1.4, see later section on unit estimation method), which creates a conservative estimate of COVID-19’s impact on the homeless population given that the total number of people experiencing homelessness over the course of a year is likely 3-4 times that. Our estimates assume that 40% of the homeless population will be infected at any given time at the peak of the crisis, and that the U.S. homeless population would have the same age distribution as NYC and LAC grounded in work from a prior study of aging homelessness.

Findings

- We estimate that 21,295 people experiencing homelessness, or 4.3% of the U.S. homeless population, could require hospitalization at the peak infection rate of 40%, with a potential range from 2.4% to 10.3% hospitalizations.
- Critical care needs could range from 0.6% to 4.2%, with the midpoint scenario seeing 7,145 in critical care nationally.
- Finally, we estimate a wide range--0.3% to 1.9%-- of potential fatality rates, with the central estimate of 0.7% implying 3,454 homeless deaths. We believe that the true likely fatality outcome would be on the higher end of this range given the challenge of actually getting

homeless clients to the hospital, especially when they are unsheltered, as well as the unusually high mortality risks that prevail among the homeless population.

Table 1: Projected COVID-19 outcomes for U.S. homeless population at a given time assuming peak 40% infection rate

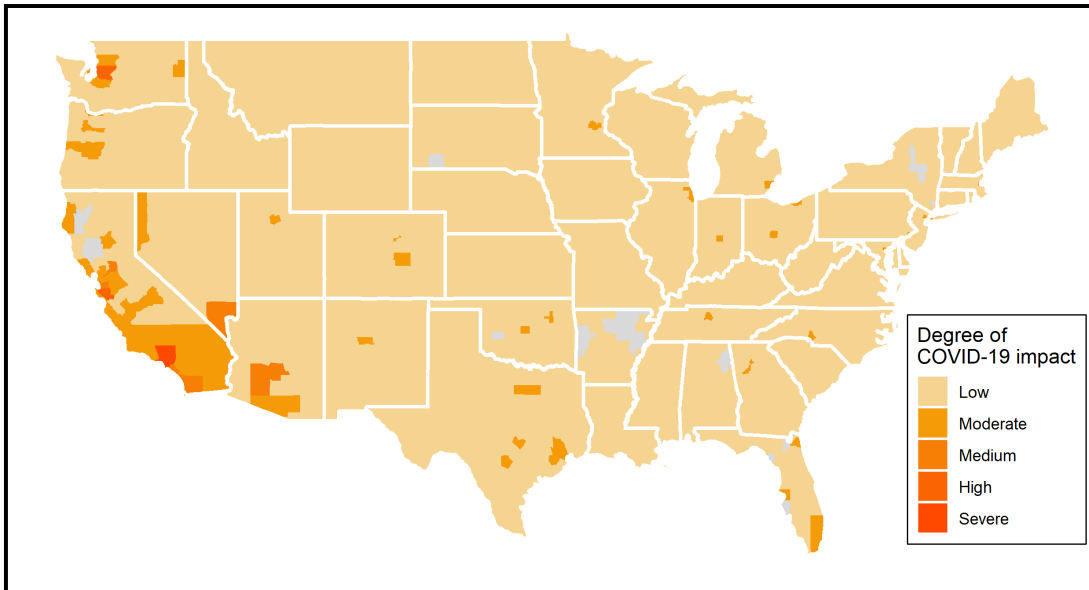
	Number of cases	Percent of total population	Range across scenarios
Hospitalization	21,295	4.3%	2.4%-10.3%
Critical Care	7,145	1.4%	0.6%-4.2%
Fatality	3,454	0.7%	0.3%-1.9%

Map 1 depicts the proportionate distribution of hospitalizations, ICU admissions, and mortality among homeless individuals across the United States as a result of the COVID-19 pandemic. It is largely reflective of the distribution of the homeless population generally, with cases concentrated in urban areas and most regions seeing very few COVID-19 cases and low mortality.

Map 1

Proportionate distribution of hospitalizations, ICU, and mortality among homeless individuals due to COVID-19 pandemic

Estimates based on 40% infection rate and 15-year accelerated aging



Source: Age distribution from Los Angeles Homeless Services Agency HMIS 2018;
 New York City Department of Social Services HMIS 2017;
 CoC data from U.S. Department of Housing and Urban Development 2019 Point-in-Time Estimates of Homelessness;
 U.S. Department of Housing and Urban Development 2019 CoC GIS Geodatabase.
 Grey areas indicate counties where no data is available.

Estimating Additional Capacity

Data and Methods

We use data from the U.S. Department of Housing and Urban Development's 2019 Annual Homelessness Assessment Report (AHAR) to create assessments of additional capacity required to manage the acute effects of the COVID-19 crisis on the homeless population. The following assumptions were used to develop bed estimates:

- Adult shelters operate at high density. To reduce density sufficient to enable social distancing by allotting at least 100 square feet per bed, we assume a 50% bed reduction in existing facilities, which would require an offsetting increase in beds or private units.
- The 2019 AHAR unsheltered count reflects persons observed during the PIT count, which is an estimated 40% undercount due to unobserved persons, based on Glynn and colleagues¹⁵.
- New units are estimated to cost \$25,000 per year, or \$68.50 per night based on current national shelter expenditures¹⁶, although accommodations may be made in other facilities.
- We estimate a peak infection rate of 40% and keep that constant for our estimates and maintain that rate – which we know will vary over time -- for our analyses.
- Finally, for those who are infected or under observation we estimate an additional \$7,500 per unit for more private accommodations, including rooms in hotels and motels.

Findings

Our estimates suggest the need for an additional 400,000 units to manage the COVID-19 pandemic for the current, estimated homeless population. This includes:

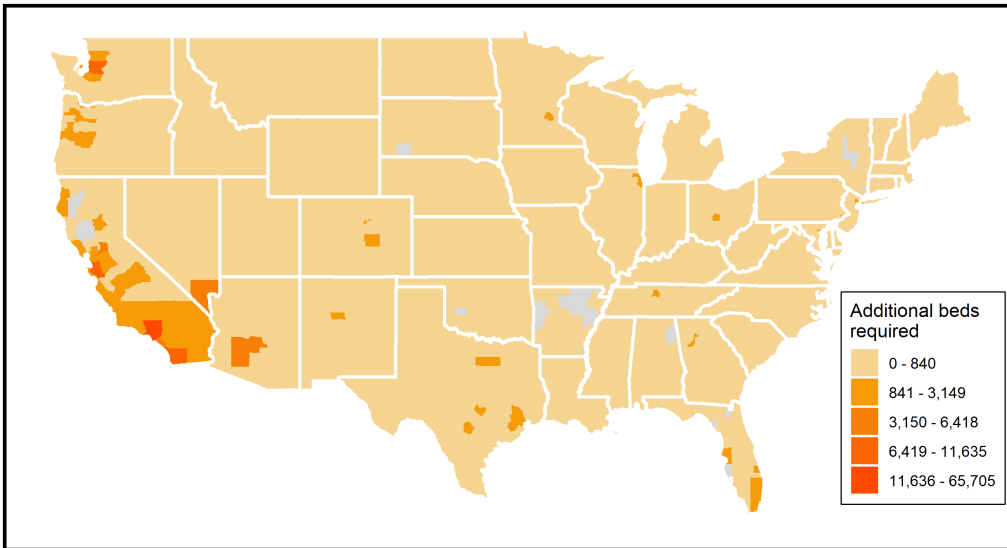
- Approximately 200,000 single adults were sheltered on a given night in January, 2019 (199,531; US HUD, 2019). To reduce density by 50% while maintaining current capacity would require the addition of 100,000 units.
- 211,293 adults and persons in families were enumerated as unsheltered in 2019. Assuming a 40% undercount, approximately 300,000 beds are needed to provide accommodations to all unsheltered persons.
- Of the projected 500,000 total beds needed (300,000 for unsheltered, 200,000 for sheltered), at a 40% infection rate at a given time, 200,000 of these beds should be suitable for observation of symptomatic persons or persons under quarantine.
- At a cost of approximately \$25,000 per unit per year, we estimate the annual cost of meeting this need at \$10 billion.
- Assuming a premium of \$7,500 per unit per year for more private accommodations for persons who are infected or under observation, including placement in hotels and motels, this would require an additional \$1.5 billion for those 200,000 beds.
- The total estimated cost to meet the additional need is approximately \$11.5 billion annually.

Map 2 shows the need for these additional capacity by U.S. county. This map reflects the geographical heterogeneity in unsheltered and single adult homelessness across the country, with need concentrated in a handful of areas and municipalities. Ten percent of all counties will need only one, single unit or bed to accommodate the additional need, and half will need fewer than 10 additional spaces. The counties in the top 1% of need will each require a minimum of 2,100 additional spaces, with Los Angeles County facing far and away the greatest need at 65,000 new units.

Map 2

Additional capacity required during the COVID-19 pandemic

County-level need estimated from 2019 HUD Point-in-Time counts



Source: Author calculations based on CoC data from U.S. Department of Housing & Urban Development 2019 Point-in-Time Estimates of Homelessness; U.S. Department of Housing and Urban Development 2019 CoC GIS Geodatabase
Grey areas indicate counties where no data is available.

Options for emergency accommodation and coordination of care

Given the high transmission rate of COVID-19, concerns have been expressed about the potential risk of congregate shelters, or shelters without private sleeping and bathing facilities. On March 22, the Centers for Disease Control issued [Interim Guidance for responding to COVID-19 among people experiencing unsheltered homelessness](#) along with [guidelines for homeless shelters and other service providers](#).

Decisions about the appropriate mix of rapid housing options must be made by individual jurisdictions based on local population needs, capacity for emergency accommodations, including vacant hotels and motels, and local government resources, but it is helpful to consider the basic principles of such an effort:

- 1) Emergency accommodations with private sleeping and bath space should be the preferred option for all clients and would be especially beneficial for individuals with known risk factors for COVID-19 complications.
- 2) Individuals in urgent need of protection – including the elderly, those with severe risk factors for COVID-19 complications, and those already presenting with respiratory symptoms – must be accommodated with considerable haste

- 3) Individuals with known or suspected coronavirus infections must be accommodated in private sleeping and bathing quarters, and such spaces should be made available well in excess of the likely number of infected individuals

This means that most jurisdictions will need to use all potential emergency accommodation options to protect homeless populations from disease risk. We review the specific options individually before suggesting some technologies that would assist in the broader effort.

Managing Encampments and Unsheltered Homelessness

The recently posted CDC guidance discourages the clearance of encampments that frequently occurs under normal conditions and can lead to temporary or permanent disruptions that could lead to more harm than benefit. It recommends basic prevention measures for encampments:

- 1) encampments members should be encouraged to sleep with 12x12 feet of space per individual tent
- 2) public restrooms with water taps, soap and sanitizer should be made available 24 hours per day, and
- 3) portable toilets and handwashing facilities should be made available for encampments with encampments with 10 or more people.

The report does not recommend strategies for encampments where these prevention measures cannot be implemented. Nor does it make specific prevention recommendations for individuals living outside of large encampments. We note that in Los Angeles, the city with by far the largest unsheltered population, only 24% of unsheltered homeless individuals actually live in encampments of any size, with a much smaller share living in large encampments. A recent study also found that individuals with longer exposure to homelessness, and thus potential greater health risks, were actually more likely to live in a sidewalk or alley and less likely to live in an encampment.¹⁷ In other words, in many cities, the vast majority of unsheltered homeless individuals, and an even greater share of the most vulnerable, are alone, unprotected, difficult to reach, highly dependent on services that may be unsustainable through the crisis, and unlikely to receive sanitation access.

Those living in encampments or even in individual unsheltered spaces who have the ability and the desire to shelter in place should be encouraged to do so, because this will reduce demand for other emergency accommodations. But concerns about the ability to detect disease, maintain sanitation and meet basic needs – particularly if outreach capacity were to diminish – means that the bar for sheltering in place would ideally be set high. Building on the CDC guidelines, the following conditions should ideally be met for any encampment sheltering in place

- Ability to maintain social distance among encampment residents and from others outside the encampment
- Ability to maintain adequate handwashing and sanitation for a long duration of delayed service
- Ability to assess and report suspected infections, meaning either regular access to outreach workers or to mobile phones with reliable service and electrical power
- Ability to maintain adequate food, water and medicine supplies through local stores or service providers

Encampments or individuals failing to meet these criteria may face severe risk of infection and indirect consequences in the event of a more severe emergency.

Congregate shelters: Congregate shelters are the predominant form of emergency accommodation within homelessness assistance systems. Bed densities are often high, and can include bunk beds in many cases. Per the CDC guidelines¹⁸ and FEMA recommendations, 100-110 square feet of space should be allocated per bed, aligned in head-to-toe formation. For many facilities, this will require a reduction in bed capacity in a given location, and the establishment of additional offsetting bed capacity elsewhere to sustain current supply. Consideration should be given to the provision of adequate hygiene and toilet facilities, and frequent, routine cleaning.

Private accommodations: The ideal scenario would involve private accommodations for all clients. Private accommodations would dramatically reduce the likely transmission of disease relative to congregate shelters. The problem lies with the supply and the speed at which options can be mobilized. In the initial stages of the pandemic, some municipalities have sought to use campers and a variety of temporary disaster shelters that could be placed in empty areas. This approach is both slow and costly, and also potentially depends on people moving to isolated areas with open space. More recently, a number of cities have begun to scale up the use of hotels. Hotels have the advantage of already existing. Under usual conditions, hotel rooms would be not available. But in the current crisis, the use of hotels for emergency accommodation offers the added benefit of generating revenue for empty hotels and the often low-wage workers who operate hotels. Cities such as San Francisco, San Diego and Philadelphia have already mobilized hotel space for isolate of confirmed or suspected cases. In San Francisco, a group of city Supervisors have mobilized a more ambitious plan to enroll hotels accounting for 8,500 rooms into a proposed program, with buy-in from both owners and worker's unions. This approach may offer a more scalable alternative to constructing shelters.

Finally, we note that a sizable share of unsheltered individuals live in vehicles, some already parked in safe parking sites and others scattered throughout cities. Additional safe parking facilities should be opened, and individuals living in vehicles should be encouraged to move to these locations for safety and security.

Emergency coordination of care: Regardless of the exact mix of emergency accommodations, the COVID-19 response would be greatly enhanced by the mobilization of better information and communication technology, evidence, and disease transmission models. In particular, we recommend the rapid adoption of SMS/mobile alert systems that would allow a broad spectrum of emergency outreach activities with relatively simple technologies. Prior research shows that nearly 95% of persons experiencing homelessness own cell phones and the vast majority make use of text messaging,¹⁹ thus highlighting the feasibility of this approach in terms of reach. We also note some specific advantages of this approach, all of which would serve both to enhance the reach of existing methods while also reducing burdens on outreach worker and freeing up their time to support high-need cases:

- 1) An alert system could remind people of new emergency opportunities as they come onstream, and allow people to link to location-based maps of the nearest facilities.
- 2) Alert systems could update both the sheltered and unsheltered of any sudden changes in rules or procedure, for instance if lockdown restrictions are tightened, eased or reimplemented.
- 3) For those who remain unsheltered, surveys pushed out over an alert system would serve as a valuable real-time tool for early detection tool, for monitoring social distancing patterns, and for delivering hygiene, cleanups and medical care to those who request it.
- 4) For those moving into emergency accommodations, whether shelters or private rooms, the alert system could disseminate surveys to monitor social distancing, personal security and threat perception among those who have received shelter.

- 5) Over time, needs assessments could be adapted to assess whether unsheltered and sheltered clients have lost access to essential treatments and medicines, in order to avoid indirect consequences of the pandemic.

Conclusion

The COVID-19 pandemic is creating a severe and emergent health crisis for the homeless population across the United States, a crisis that our shelter and health systems are simply not adequately prepared to meet. The current virus, when scaffolded on top of the already present crisis of aged homelessness, as well as a myriad of other factors impacting this population, is likely to wreak havoc on this already highly vulnerable group.

For the 500,000 single adults who experience homelessness on a given night, the current crisis is likely to cause upwards of 21,000 hospitalizations and 3,400 deaths. Given an annual shelter turnover rate of at least 3 – meaning that over the course of a year at least three times the PIT-estimate will experience homelessness and the confined and harsh conditions that come with it, the infection, critical care, and fatality rates presented here are almost certainly lower bound estimates. Compounding this, we model these rates and solutions for current (2019) levels of homelessness. While economists are only beginning to quantify the short-and long-term economic impacts of this pandemic, we are almost certain to see a recession resulting from the infection itself, resultant social distancing, and general market uncertainty. Predictions vary widely, but the current record unemployment claims will be followed by additional housing instability and homelessness that will further stretch an already taxed homelessness assistance system.

There are limitations to this study that should be noted. We apply homogenous rates of infections, hospitalizations, critical cases, and mortality across the country, though they will certainly vary by region and county in ways that we were not able to model. Second, we model those rates based on a single Point-in-Time estimate of homelessness though, as noted above, households enter and exit homelessness over the course of a year. Third, this study is notably limited in its scope. It is intended to model potential infection rates and the capacity required to provide every homeless person safe accommodation. It is not meant to prescribe the specifics of those facilities, and policymakers and practitioners are advised to take their cues from research more specifically devoted to that cause, with a particular emphasis on the aforementioned CDC guidelines and the public health community more generally.

There are obvious and immediate steps that we can take to mitigate this situation. By creating adequate and humane accommodations for people living unsheltered, leveraging existing private units like hotels while creating new ones as feasible, and reconfiguring existing facilities to accommodate social distancing and isolate symptomatic individuals, lives can be saved. Federal, state and local governments will need to collaborate around the funding, staffing and siting of facilities. But the urgency is clear, as is the moral imperative to act.

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doi:10.1080/10530789.2017.1305140

Appendix: Additional Capacity Need and Cost, by Continuum of Care

Coc Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
AK-500, Anchorage	136	702	351	487	\$12,170,000.00	\$2,513,400.00	\$14,683,400.00
AK-501, Alaska Balance of State	246	416	208	454	\$11,360,000.00	\$1,987,200.00	\$13,347,200.00
AL-500, Birmingham/Jefferson, St. Clair, Shelby Counties	456	466	233	689	\$17,235,000.00	\$2,767,200.00	\$20,002,200.00
AL-501 Mobile City & County/Baldwin County	283	150	75	358	\$8,945,000.00	\$1,298,400.00	\$10,243,400.00
AL-502 Florence/Northwest Alabama	281	182	91	372	\$9,310,000.00	\$1,390,200.00	\$10,700,200.00
AL-503 Huntsville/North Alabama	122	253	127	248	\$6,207,500.00	\$1,124,400.00	\$7,331,900.00
AL-504 Montgomery City & County	80	171	86	165	\$4,132,500.00	\$752,400.00	\$4,884,900.00
AL-505 Gadsden/Northeast Alabama	209	62	31	240	\$5,990,000.00	\$811,800.00	\$6,801,800.00
AL-506 Tuscaloosa City & County	0	27	14	14	\$337,500.00	\$81,000.00	\$418,500.00
AL-507 Alabama Balance of State	237	89	45	281	\$7,027,500.00	\$976,800.00	\$8,004,300.00
AR-500 Little Rock/Central Arkansas	802	355	178	980	\$24,492,500.00	\$3,471,600.00	\$27,964,100.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
AR-501 Fayetteville/Northwest Arkansas	332	223	112	443	\$11,082,500.00	\$1,664,400.00	\$12,746,900.00
AR-503 Arkansas Balance of State	763	232	116	879	\$21,975,000.00	\$2,985,000.00	\$24,960,000.00
AR-505 Southeast Arkansas	0	35	18	18	\$437,500.00	\$105,000.00	\$542,500.00
AR-508 Fort Smith	84	127	64	148	\$3,687,500.00	\$633,000.00	\$4,320,500.00
AZ-500 Arizona Balance of State	1,376	682	341	1,717	\$42,930,000.00	\$6,174,600.00	\$49,104,600.00
AZ-501 Tucson/Pima County	505	639	320	825	\$20,622,500.00	\$3,433,200.00	\$24,055,700.00
AZ-502 Phoenix, Mesa/Maricopa County	4,463	1,718	859	5,322	\$133,055,000.00	\$18,543,600.00	\$151,598,600.00
CA-500 San Jose/Santa Clara City & County	11,091	1,089	545	11,635	\$290,882,500.00	\$36,539,400.00	\$327,421,900.00
CA-501 San Francisco	7,252	2,232	1,116	8,368	\$209,200,000.00	\$28,452,000.00	\$237,652,000.00
CA-502 Oakland, Berkeley/Alameda County	8,837	1,185	593	9,429	\$235,732,500.00	\$30,065,400.00	\$265,797,900.00
CA-503 Sacramento City & County	5,460	1,096	548	6,008	\$150,200,000.00	\$19,668,000.00	\$169,868,000.00
CA-504 Santa Rosa, Petaluma/Sonoma County	2,740	741	371	3,110	\$77,757,500.00	\$10,442,400.00	\$88,199,900.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
CA-505 Richmond/Contra Costa County	2,278	477	239	2,516	\$62,907,500.00	\$8,264,400.00	\$71,171,900.00
CA-506 Salinas/Monterey, San Benito Counties	2,797	342	171	2,968	\$74,205,000.00	\$9,417,600.00	\$83,622,600.00
CA-507 Marin County	991	196	98	1,089	\$27,230,000.00	\$3,561,600.00	\$30,791,600.00
CA-508 Watsonville/Santa Cruz City & County	2,380	271	136	2,516	\$62,887,500.00	\$7,953,000.00	\$70,840,500.00
CA-509 Mendocino County	753	152	76	829	\$20,730,000.00	\$2,715,600.00	\$23,445,600.00
CA-510 Turlock, Modesto/Stanislaus County	1,523	499	250	1,773	\$44,317,500.00	\$6,066,600.00	\$50,384,100.00
CA-511 Stockton/San Joaquin County	2,181	554	277	2,458	\$61,455,000.00	\$8,205,600.00	\$69,660,600.00
CA-512 Daly/San Mateo County	1,261	272	136	1,397	\$34,935,000.00	\$4,600,200.00	\$39,535,200.00
CA-513 Visalia/Kings, Tulare Counties	1,085	188	94	1,179	\$29,475,000.00	\$3,819,000.00	\$33,294,000.00
CA-514 Fresno City & County/Madera County	2,897	214	107	3,004	\$75,090,000.00	\$9,331,800.00	\$84,421,800.00
CA-515 Roseville, Rocklin/Placer County	414	202	101	515	\$12,885,000.00	\$1,849,200.00	\$14,734,200.00

Coc Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
CA-516 Redding/Shasta, Siskiyou, Lassen, Plumas, Del Norte, Modoc, Sierra Counties	1,128	363	182	1,310	\$32,747,500.00	\$4,474,200.00	\$37,221,700.00
CA-517 Napa City & County	210	125	63	273	\$6,812,500.00	\$1,005,000.00	\$7,817,500.00
CA-518 Vallejo/Solano County	1,305	148	74	1,379	\$34,470,000.00	\$4,358,400.00	\$38,828,400.00
CA-519 Chico, Paradise/Butte County	1,173	247	124	1,297	\$32,417,500.00	\$4,260,600.00	\$36,678,100.00
CA-520 Merced City & County	403	144	72	475	\$11,880,000.00	\$1,641,600.00	\$13,521,600.00
CA-521 Davis, Woodland/Yolo County	556	124	62	618	\$15,445,000.00	\$2,039,400.00	\$17,484,400.00
CA-522 Humboldt County	1,963	190	95	2,058	\$51,445,000.00	\$6,458,400.00	\$57,903,400.00
CA-523 Colusa, Glenn, Trinity Counties	210	3	2	212	\$5,287,500.00	\$639,000.00	\$5,926,500.00
CA-524 Yuba City & County/Sutter County	727	105	53	779	\$19,477,500.00	\$2,494,800.00	\$21,972,300.00
CA-525 El Dorado County	672	114	57	729	\$18,225,000.00	\$2,358,000.00	\$20,583,000.00
CA-526 Amador, Calaveras, Mariposa, Tuolumne Counties	962	56	28	990	\$24,745,000.00	\$3,053,400.00	\$27,798,400.00
CA-527 Tehama County	301	43	22	323	\$8,062,500.00	\$1,032,000.00	\$9,094,500.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
CA-529 Lake County	535	10	5	540	\$13,495,000.00	\$1,634,400.00	\$15,129,400.00
CA-530 Alpine, Inyo, Mono Counties	276	9	5	280	\$7,007,500.00	\$854,400.00	\$7,861,900.00
CA-531 Nevada County	351	119	60	411	\$10,272,500.00	\$1,411,200.00	\$11,683,700.00
CA-600 Los Angeles City & County	59,459	6,851	3,426	62,885	\$1,572,122,500.00	\$198,931,200.00	\$1,771,053,700.00
CA-601 San Diego City and County	6,266	2,361	1,181	7,447	\$186,172,500.00	\$25,882,200.00	\$212,054,700.00
CA-602 Santa Ana, Anaheim/Orange County	5,545	1,745	873	6,418	\$160,447,500.00	\$21,871,200.00	\$182,318,700.00
CA-603 Santa Maria/Santa Barbara County	1,586	344	172	1,758	\$43,955,000.00	\$5,790,600.00	\$49,745,600.00
CA-604 Bakersfield/Kern County	1,127	348	174	1,301	\$32,525,000.00	\$4,425,000.00	\$36,950,000.00
CA-606 Long Beach	1,785	471	236	2,021	\$50,512,500.00	\$6,768,000.00	\$57,280,500.00
CA-607 Pasadena	449	144	72	521	\$13,035,000.00	\$1,780,200.00	\$14,815,200.00
CA-608 Riverside City & County	2,863	490	245	3,108	\$77,700,000.00	\$10,059,000.00	\$87,759,000.00
CA-609 San Bernardino City & County	2,688	269	135	2,823	\$70,562,500.00	\$8,871,000.00	\$79,433,500.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
CA-611 Oxnard, San Buenaventura/Ventura County	1,761	221	111	1,872	\$46,792,500.00	\$5,946,600.00	\$52,739,100.00
CA-612 Glendale	206	30	15	221	\$5,520,000.00	\$707,400.00	\$6,227,400.00
CA-613 Imperial County	1,715	96	48	1,763	\$44,075,000.00	\$5,433,000.00	\$49,508,000.00
CA-614 San Luis Obispo County	1,641	173	87	1,727	\$43,182,500.00	\$5,441,400.00	\$48,623,900.00
CO-500 Colorado Balance of State	1,117	1,085	543	1,660	\$41,492,500.00	\$6,606,600.00	\$48,099,100.00
CO-503 Metropolitan Denver	1,324	3,390	1,695	3,019	\$75,485,000.00	\$14,143,200.00	\$89,628,200.00
CO-504 Colorado Springs/EI Paso County	622	718	359	981	\$24,515,000.00	\$4,018,800.00	\$28,533,800.00
CT-503 Bridgeport, Stamford, Norwalk, Danbury/Fairfield County	137	378	189	326	\$8,155,000.00	\$1,545,600.00	\$9,700,600.00
CT-505 Connecticut Balance of State	501	1,265	633	1,134	\$28,342,500.00	\$5,298,600.00	\$33,641,100.00
DC-500 District of Columbia	851	3,267	1,634	2,485	\$62,117,500.00	\$12,354,600.00	\$74,472,100.00
DE-500 Delaware Statewide	133	489	245	378	\$9,437,500.00	\$1,866,000.00	\$11,303,500.00
FL-500 Sarasota, Bradenton/Maratee, Sarasota Counties	560	584	292	852	\$21,300,000.00	\$3,432,000.00	\$24,732,000.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
FL-501 Tampa/Hillsborough County	941	508	254	1,195	\$29,870,000.00	\$4,346,400.00	\$34,216,400.00
FL-502 St. Petersburg, Clearwater, Largo/Pinellas County	1,168	1,133	567	1,734	\$43,352,500.00	\$6,901,800.00	\$50,254,300.00
FL-503 Lakeland, Winterhaven/Polk County	160	260	130	290	\$7,240,000.00	\$1,258,800.00	\$8,498,800.00
FL-504 Deltona, Daytona Beach/Volusia, Flagler Counties	710	89	45	754	\$18,857,500.00	\$2,396,400.00	\$21,253,900.00
FL-505 Fort Walton Beach/Okaloosa, Walton Counties	328	114	57	385	\$9,615,000.00	\$1,324,800.00	\$10,939,800.00
FL-506 Tallahassee/Leon County	127	669	335	462	\$11,547,500.00	\$2,389,200.00	\$13,936,700.00
FL-507 Orlando/Orange, Osceola, Seminole Counties	470	932	466	936	\$23,410,000.00	\$4,207,200.00	\$27,617,200.00
FL-508 Gainesville/Alachua, Putnam Counties	697	198	99	796	\$19,905,000.00	\$2,685,600.00	\$22,590,600.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
FL-509 Fort Pierce/St. Lucie, Indian River, Martin Counties	1,883	52	26	1,909	\$47,725,000.00	\$5,805,000.00	\$53,530,000.00
FL-510 Jacksonville-Duval, Clay Counties	711	857	429	1,140	\$28,492,500.00	\$4,704,600.00	\$33,197,100.00
FL-511 Pensacola/Escambia, Santa Rosa Counties	248	304	152	400	\$9,995,000.00	\$1,655,400.00	\$11,650,400.00
FL-512 St. Johns County	280	52	26	306	\$7,650,000.00	\$996,000.00	\$8,646,000.00
FL-513 Palm Bay, Melbourne/Brevard County	556	230	115	671	\$16,770,000.00	\$2,357,400.00	\$19,127,400.00
FL-514 Ocala/Marion County	251	188	94	345	\$8,615,000.00	\$1,315,800.00	\$9,930,800.00
FL-515 Panama City/Bay, Jackson Counties	497	116	58	555	\$13,875,000.00	\$1,839,000.00	\$15,714,000.00
FL-517 Hendry, Hardee, Highlands Counties	490	0	0	490	\$12,250,000.00	\$1,470,000.00	\$13,720,000.00
FL-518 Columbia, Hamilton, Lafayette, Suwannee Counties	595	58	29	624	\$15,600,000.00	\$1,959,000.00	\$17,559,000.00
FL-519 Pasco County	963	74	37	1,000	\$25,005,000.00	\$3,111,600.00	\$28,116,600.00
FL-520 Citrus, Hernando, Lake, Sumter Counties	463	184	92	555	\$13,885,000.00	\$1,942,200.00	\$15,827,200.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
FL-600 Miami-Dade County	1,411	1,267	634	2,045	\$51,117,500.00	\$8,034,600.00	\$59,152,100.00
FL-601 Ft Lauderdale/Broward County	1,890	986	493	2,383	\$59,575,000.00	\$8,628,000.00	\$68,203,000.00
FL-602 Punta Gorda/Charlotte County	94	64	32	126	\$3,145,000.00	\$473,400.00	\$3,618,400.00
FL-603 Ft Myers, Cape Coral/Lee County	227	129	65	291	\$7,282,500.00	\$1,067,400.00	\$8,349,900.00
FL-604 Monroe County	293	267	134	426	\$10,652,500.00	\$1,678,800.00	\$12,331,300.00
FL-605 West Palm Beach/Palm Beach County	1,316	210	105	1,421	\$35,525,000.00	\$4,578,000.00	\$40,103,000.00
FL-606 Naples/Collier County	139	254	127	266	\$6,640,000.00	\$1,177,800.00	\$7,817,800.00
GA-500 Atlanta	1,007	2,001	1,001	2,007	\$50,177,500.00	\$9,022,800.00	\$59,200,300.00
GA-501 Georgia Balance of State	3,167	799	400	3,566	\$89,157,500.00	\$11,897,400.00	\$101,054,900.00
GA-502 Fulton County	106	330	165	271	\$6,785,000.00	\$1,309,200.00	\$8,094,200.00
GA-503 Athens-Clarke County	77	106	53	130	\$3,250,000.00	\$549,000.00	\$3,799,000.00
GA-504 Augusta-Richmond County	225	167	84	309	\$7,722,500.00	\$1,177,200.00	\$8,899,700.00
GA-505 Columbus-Muscogee	73	165	83	155	\$3,882,500.00	\$713,400.00	\$4,595,900.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
GA-506 Marietta/Cobb County	178	190	95	273	\$6,820,000.00	\$1,103,400.00	\$7,923,400.00
GA-507 Savannah/Chatham County	323	347	174	497	\$12,422,500.00	\$2,011,200.00	\$14,433,700.00
GA-508 DeKalb County	276	64	32	308	\$7,695,000.00	\$1,019,400.00	\$8,714,400.00
GU-500 Guam	1,070	28	14	1,084	\$27,090,000.00	\$3,292,800.00	\$30,382,800.00
HI-500 Hawaii Balance of State	1,732	251	126	1,857	\$46,432,500.00	\$5,948,400.00	\$52,380,900.00
HI-501 Honolulu City and County	3,364	983	492	3,856	\$96,392,500.00	\$13,041,600.00	\$109,434,100.00
IA-500 Sioux City/Dakota, Woodbury Counties	10	155	78	87	\$2,182,500.00	\$494,400.00	\$2,676,900.00
IA-501 Iowa Balance of State	125	762	381	506	\$12,640,000.00	\$2,659,800.00	\$15,299,800.00
IA-502 Des Moines/Polk County	129	452	226	355	\$8,870,000.00	\$1,742,400.00	\$10,612,400.00
ID-500 Boise/Ada County	85	507	254	339	\$8,472,500.00	\$1,777,200.00	\$10,249,700.00
ID-501 Idaho Balance of State	1,294	324	162	1,456	\$36,390,000.00	\$4,852,800.00	\$41,242,800.00
IL-500 McHenry County	1	92	46	47	\$1,185,000.00	\$280,200.00	\$1,465,200.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
IL-501 Rockford/Dekalb, Winnebago, Boone Counties	63	212	106	169	\$4,225,000.00	\$825,000.00	\$5,050,000.00
IL-502 Waukegan, North Chicago/Lake County	45	125	63	107	\$2,682,500.00	\$509,400.00	\$3,191,900.00
IL-503 Champaign, Urbana, Rantou/Champaign County	3	79	40	42	\$1,057,500.00	\$245,400.00	\$1,302,900.00
IL-504 Madison County	45	37	19	63	\$1,582,500.00	\$245,400.00	\$1,827,900.00
IL-506 Joliet, Bolingbrook/Will County	60	138	69	129	\$3,230,000.00	\$594,600.00	\$3,824,600.00
IL-507 Peoria, Pekin/Fulton, Tazewell, Peoria, Woodford Counties	21	192	96	117	\$2,925,000.00	\$639,000.00	\$3,564,000.00
IL-508 East St. Louis, Belleville/St. Clair County	132	55	28	159	\$3,977,500.00	\$559,800.00	\$4,537,300.00
IL-510 Chicago	1,764	2,024	1,012	2,776	\$69,400,000.00	\$11,364,000.00	\$80,764,000.00
IL-511 Cook County	147	447	224	371	\$9,262,500.00	\$1,782,000.00	\$11,044,500.00
IL-512 Bloomington/Central Illinois	85	168	84	169	\$4,235,000.00	\$760,200.00	\$4,995,200.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
IL-513 Springfield/Sangamon County	35	179	90	125	\$3,112,500.00	\$642,000.00	\$3,754,500.00
IL-514 DuPage County	14	175	88	102	\$2,537,500.00	\$567,000.00	\$3,104,500.00
IL-515 South Central Illinois	49	32	16	65	\$1,625,000.00	\$243,000.00	\$1,868,000.00
IL-516 Decatur/Macon County	15	108	54	69	\$1,735,000.00	\$370,200.00	\$2,105,200.00
IL-517 Aurora, Elgin/Kane County	63	290	145	208	\$5,200,000.00	\$1,059,000.00	\$6,259,000.00
IL-518 Rock Island, Moline/Northwestern Illinois	22	127	64	86	\$2,147,500.00	\$448,200.00	\$2,595,700.00
IL-519 West Central Illinois	3	34	17	20	\$495,000.00	\$110,400.00	\$605,400.00
IL-520 Southern Illinois	77	134	67	144	\$3,600,000.00	\$633,000.00	\$4,233,000.00
IN-502 Indiana Balance of State	752	2,095	1,048	1,799	\$44,982,500.00	\$8,540,400.00	\$53,522,900.00
IN-503 Indianapolis	147	1,032	516	663	\$16,575,000.00	\$3,537,000.00	\$20,112,000.00
KS-502 Wichita/Sedgwick County	80	369	185	264	\$6,607,500.00	\$1,346,400.00	\$7,953,900.00
KS-503 Topeka/Shawnee County	95	264	132	227	\$5,680,000.00	\$1,077,600.00	\$6,757,600.00

Coc Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
KS-505 Overland Park, Shawnee/Johnson County	55	70	35	90	\$2,240,000.00	\$373,800.00	\$2,613,800.00
KS-507 Kansas Balance of State	328	558	279	607	\$15,165,000.00	\$2,656,800.00	\$17,821,800.00
KY-500 Kentucky Balance of State	910	996	498	1,408	\$35,200,000.00	\$5,718,000.00	\$40,918,000.00
KY-501 Louisville-Jefferson County	165	691	346	511	\$12,767,500.00	\$2,568,600.00	\$15,336,100.00
KY-502 Lexington-Fayette County	15	665	333	348	\$8,697,500.00	\$2,041,200.00	\$10,738,700.00
LA-500 Lafayette/Acadiana	217	122	61	278	\$6,950,000.00	\$1,017,000.00	\$7,967,000.00
LA-502 Shreveport, Bossier/Northwest Louisiana	84	158	79	163	\$4,075,000.00	\$726,000.00	\$4,801,000.00
LA-503 New Orleans/Jefferson Parish	602	588	294	896	\$22,400,000.00	\$3,570,000.00	\$25,970,000.00
LA-505 Monroe/Northeast Louisiana	24	70	35	59	\$1,470,000.00	\$281,400.00	\$1,751,400.00
LA-506 Slidell/Southeast Louisiana	106	131	66	172	\$4,297,500.00	\$712,200.00	\$5,009,700.00
LA-507 Alexandria/Central Louisiana	27	68	34	61	\$1,515,000.00	\$283,800.00	\$1,798,800.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
LA-509 Louisiana Balance of State	304	286	143	447	\$11,170,000.00	\$1,769,400.00	\$12,939,400.00
MA-500 Boston	169	2,243	1,122	1,291	\$32,272,500.00	\$7,237,200.00	\$39,509,700.00
MA-502 Lynn	7	73	37	44	\$1,087,500.00	\$240,000.00	\$1,327,500.00
MA-503 Cape Cod Islands	53	138	69	122	\$3,055,000.00	\$573,600.00	\$3,628,600.00
MA-504 Springfield/Hampden County	59	324	162	221	\$5,520,000.00	\$1,148,400.00	\$6,668,400.00
MA-505 New Bedford	74	178	89	163	\$4,080,000.00	\$756,600.00	\$4,836,600.00
MA-506 Worcester City & County	237	487	244	480	\$12,002,500.00	\$2,170,800.00	\$14,173,300.00
MA-507 Pittsfield/Berkshire, Franklin, Hampshire Counties	48	328	164	212	\$5,290,000.00	\$1,126,800.00	\$6,416,800.00
MA-508 Lowell	22	205	103	125	\$3,122,500.00	\$682,200.00	\$3,804,700.00
MA-509 Cambridge	81	326	163	244	\$6,105,000.00	\$1,221,600.00	\$7,326,600.00
MA-510 Gloucester, Haverhill, Salem/Essex County	71	203	102	173	\$4,322,500.00	\$823,200.00	\$5,145,700.00
MA-511 Quincy, Brockton, Weymouth, Plymouth City and County	18	356	178	196	\$4,905,000.00	\$1,122,600.00	\$6,027,600.00
MA-515 Fall River	6	62	31	37	\$915,000.00	\$202,800.00	\$1,117,800.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
MA-516 Massachusetts Balance of State	253	324	162	415	\$10,385,000.00	\$1,732,200.00	\$12,117,200.00
MA-517 Somerville	14	85	43	57	\$1,412,500.00	\$297,000.00	\$1,709,500.00
MA-519 Attleboro, Taunton/Bristol County	48	38	19	67	\$1,665,000.00	\$256,800.00	\$1,921,800.00
MD-500 Cumberland/Allegany County	52	58	29	81	\$2,020,000.00	\$329,400.00	\$2,349,400.00
MD-501 Baltimore	532	1,552	776	1,308	\$32,700,000.00	\$6,252,000.00	\$38,952,000.00
MD-502 Harford County	32	73	37	69	\$1,717,500.00	\$315,600.00	\$2,033,100.00
MD-503 Annapolis/Anne Arundel County	85	166	83	168	\$4,210,000.00	\$754,200.00	\$4,964,200.00
MD-504 Howard County	101	55	28	128	\$3,207,500.00	\$467,400.00	\$3,674,900.00
MD-505 Baltimore County	349	232	116	465	\$11,615,000.00	\$1,741,800.00	\$13,356,800.00
MD-506 Carroll County	32	64	32	64	\$1,605,000.00	\$288,600.00	\$1,893,600.00
MD-507 Cecil County	31	59	30	60	\$1,507,500.00	\$269,400.00	\$1,776,900.00
MD-508 Charles, Calvert, St. Mary's Counties	160	132	66	226	\$5,640,000.00	\$874,800.00	\$6,514,800.00
MD-509 Frederick City & County	109	134	67	176	\$4,405,000.00	\$729,600.00	\$5,134,600.00
MD-510 Garrett County	1	11	6	7	\$172,500.00	\$37,200.00	\$209,700.00

Coc Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
MD-511 Mid-Shore Regional	25	63	32	57	\$1,417,500.00	\$264,600.00	\$1,682,100.00
MD-512 Hagerstown/Washington County	119	139	70	189	\$4,712,500.00	\$774,000.00	\$5,486,500.00
MD-513 Wicomico, Somerset, Worcester Counties	52	161	81	132	\$3,307,500.00	\$638,400.00	\$3,945,900.00
MD-600 Prince George's County	102	127	64	166	\$4,142,500.00	\$687,600.00	\$4,830,100.00
MD-601 Montgomery County	105	344	172	277	\$6,925,000.00	\$1,347,000.00	\$8,272,000.00
ME-500 Maine Statewide	133	1,125	563	696	\$17,387,500.00	\$3,774,000.00	\$21,161,500.00
MI-500 Michigan Balance of State	188	518	259	447	\$11,165,000.00	\$2,116,800.00	\$13,281,800.00
MI-501 Detroit	120	1,285	643	763	\$19,072,500.00	\$4,216,200.00	\$23,288,700.00
MI-502 Dearborn, Dearborn Heights, Westland/Wayne County	24	63	32	55	\$1,382,500.00	\$260,400.00	\$1,642,900.00
MI-503 St. Clair Shores, Warren/Macomb County	28	175	88	116	\$2,887,500.00	\$609,000.00	\$3,496,500.00
MI-504 Pontiac, Royal Oak/Oakland County	60	219	110	170	\$4,242,500.00	\$837,600.00	\$5,080,100.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
MI-505 Flint/Genesee County	67	240	120	187	\$4,680,000.00	\$921,600.00	\$5,601,600.00
MI-506 Grand Rapids, Wyoming/Kent County	22	419	210	232	\$5,797,500.00	\$1,324,200.00	\$7,121,700.00
MI-507 Portage, Kalamazoo City & County	242	284	142	384	\$9,605,000.00	\$1,578,600.00	\$11,183,600.00
MI-508 Lansing, East Lansing/Ingham County	14	287	144	158	\$3,937,500.00	\$903,000.00	\$4,840,500.00
MI-509 Washtenaw County	17	181	91	107	\$2,682,500.00	\$593,400.00	\$3,275,900.00
MI-510 Saginaw City & County	17	168	84	101	\$2,520,000.00	\$554,400.00	\$3,074,400.00
MI-511 Lenawee County	4	57	29	33	\$817,500.00	\$183,600.00	\$1,001,100.00
MI-512 Grand Traverse, Antrim, Leelanau Counties	6	118	59	65	\$1,615,000.00	\$370,800.00	\$1,985,800.00
MI-513 Marquette, Alger Counties	0	30	15	15	\$375,000.00	\$90,000.00	\$465,000.00
MI-514 Battle Creek/Calhoun County	53	114	57	110	\$2,755,000.00	\$501,600.00	\$3,256,600.00
MI-515 Monroe City & County	0	91	46	46	\$1,137,500.00	\$273,000.00	\$1,410,500.00
MI-516 Norton Shores, Muskegon City & County	22	71	36	58	\$1,447,500.00	\$280,200.00	\$1,727,700.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
MI-517 Jackson City & County	18	77	39	57	\$1,417,500.00	\$285,600.00	\$1,703,100.00
MI-518 Livingston County	0	40	20	20	\$500,000.00	\$120,000.00	\$620,000.00
MI-519 Holland/Ottawa County	24	113	57	80	\$2,007,500.00	\$410,400.00	\$2,417,900.00
MI-523 Eaton County	0	3	2	2	\$37,500.00	\$9,000.00	\$46,500.00
MN-500 Minneapolis/Hennepin County	844	1,441	721	1,565	\$39,117,500.00	\$6,855,600.00	\$45,973,100.00
MN-501 Saint Paul/Ramsey County	444	752	376	820	\$20,495,000.00	\$3,587,400.00	\$24,082,400.00
MN-502 Rochester/Southeast Minnesota	81	168	84	165	\$4,130,000.00	\$747,600.00	\$4,877,600.00
MN-503 Dakota, Anoka, Washington, Scott, Carver Counties	330	185	93	423	\$10,572,500.00	\$1,546,200.00	\$12,118,700.00
MN-504 Northeast Minnesota	39	19	10	49	\$1,217,500.00	\$174,600.00	\$1,392,100.00
MN-505 St. Cloud/Central Minnesota	298	174	87	385	\$9,630,000.00	\$1,416,600.00	\$11,046,600.00
MN-506 Northwest Minnesota	11	116	58	69	\$1,730,000.00	\$381,600.00	\$2,111,600.00
MN-508 Moorhead/West Central Minnesota	1	96	48	49	\$1,235,000.00	\$292,200.00	\$1,527,200.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
MN-509 Duluth/St.Louis County	256	146	73	329	\$8,230,000.00	\$1,206,600.00	\$9,436,600.00
MN-511 Southwest Minnesota	8	24	12	20	\$510,000.00	\$97,200.00	\$607,200.00
MO-500 St. Louis County	38	257	129	166	\$4,157,500.00	\$884,400.00	\$5,041,900.00
MO-501 St.Louis City	74	693	347	421	\$10,517,500.00	\$2,301,600.00	\$12,819,100.00
MO-503 St. Charles City & County, Lincoln, Warren Counties	178	143	72	249	\$6,232,500.00	\$962,400.00	\$7,194,900.00
MO-600 Springfield/Greene, Christian, Webster Counties	113	254	127	240	\$6,010,000.00	\$1,102,200.00	\$7,112,200.00
MO-602 Joplin/Jasper, Newton Counties	69	141	71	139	\$3,477,500.00	\$628,800.00	\$4,106,300.00
MO-603 St. Joseph/Andrew, Buchanan, DeKalb Counties	52	120	60	112	\$2,795,000.00	\$515,400.00	\$3,310,400.00
MO-604a Kansas City, Independence, Lee's Summit/Jackson, Wyandotte Counties, MO & KS	448	1,070	535	983	\$24,575,000.00	\$4,554,000.00	\$29,129,000.00
MO-606 Missouri Balance of State	503	595	298	800	\$20,002,500.00	\$3,292,800.00	\$23,295,300.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
MP-500 Northern Mariana Islands	2,502	18	9	2,511	\$62,770,000.00	\$7,559,400.00	\$70,329,400.00
MS-500 Jackson/Rankin, Madison Counties	148	240	120	268	\$6,710,000.00	\$1,165,200.00	\$7,875,200.00
MS-501 Mississippi Balance of State	265	193	97	361	\$9,027,500.00	\$1,372,800.00	\$10,400,300.00
MS-503 Gulf Port/Gulf Coast Regional	267	46	23	290	\$7,260,000.00	\$940,200.00	\$8,200,200.00
MT-500 Montana Statewide	483	656	328	811	\$20,275,000.00	\$3,417,000.00	\$23,692,000.00
NC-500 Winston-Salem/Forsyth County	34	356	178	212	\$5,290,000.00	\$1,168,800.00	\$6,458,800.00
NC-501 Asheville/Buncombe County	109	467	234	343	\$8,567,500.00	\$1,728,600.00	\$10,296,100.00
NC-502 Durham City & County	113	175	88	201	\$5,022,500.00	\$865,200.00	\$5,887,700.00
NC-503 North Carolina Balance of State	1,190	1,456	728	1,918	\$47,950,000.00	\$7,938,000.00	\$55,888,000.00
NC-504 Greensboro, High Point	85	399	200	285	\$7,122,500.00	\$1,453,200.00	\$8,575,700.00
NC-505 Charlotte/Mecklenberg	274	1,027	514	788	\$19,697,500.00	\$3,904,200.00	\$23,601,700.00
NC-506 Wilmington/Brunswick, New Hanover, Pender Counties	227	184	92	319	\$7,970,000.00	\$1,232,400.00	\$9,202,400.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
NC-507 Raleigh/Wake County	330	462	231	561	\$14,035,000.00	\$2,377,200.00	\$16,412,200.00
NC-509 Gastonia/Cleveland, Gaston, Lincoln Counties	101	164	82	183	\$4,570,000.00	\$794,400.00	\$5,364,400.00
NC-511 Fayetteville/Cumberland County	316	12	6	322	\$8,060,000.00	\$985,200.00	\$9,045,200.00
NC-513 Chapel Hill/Orange County	41	76	38	79	\$1,965,000.00	\$349,800.00	\$2,314,800.00
NC-516 Northwest North Carolina	354	111	56	410	\$10,242,500.00	\$1,395,600.00	\$11,638,100.00
ND-500 North Dakota Statewide	17	344	172	189	\$4,720,000.00	\$1,082,400.00	\$5,802,400.00
NE-500 Nebraska Balance of State	28	289	145	173	\$4,312,500.00	\$951,000.00	\$5,263,500.00
NE-501 Omaha, Council Bluffs	64	1,061	531	595	\$14,872,500.00	\$3,376,200.00	\$18,248,700.00
NE-502 Lincoln	62	235	118	179	\$4,477,500.00	\$889,800.00	\$5,367,300.00
NH-500 New Hampshire Balance of State	133	318	159	292	\$7,300,000.00	\$1,353,000.00	\$8,653,000.00
NH-501 Manchester	71	221	111	182	\$4,547,500.00	\$877,200.00	\$5,424,700.00
NH-502 Nashua/Hillsborough County	4	123	62	66	\$1,642,500.00	\$381,600.00	\$2,024,100.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
NJ-500 Atlantic City & County	134	232	116	250	\$6,260,000.00	\$1,099,200.00	\$7,359,200.00
NJ-501 Bergen County	6	173	87	92	\$2,302,500.00	\$535,800.00	\$2,838,300.00
NJ-502 Burlington County	32	216	108	140	\$3,505,000.00	\$744,600.00	\$4,249,600.00
NJ-503 Camden City & County/Gloucester, Cape May, Cumberland Counties	307	562	281	588	\$14,690,000.00	\$2,605,800.00	\$17,295,800.00
NJ-504 Newark/Essex County	473	1,035	518	991	\$24,767,500.00	\$4,524,600.00	\$29,292,100.00
NJ-506 Jersey City, Bayonne/Hudson County	374	458	229	603	\$15,070,000.00	\$2,495,400.00	\$17,565,400.00
NJ-507 New Brunswick/Middlesex County	189	226	113	302	\$7,550,000.00	\$1,245,000.00	\$8,795,000.00
NJ-508 Monmouth County	76	156	78	154	\$3,840,000.00	\$694,800.00	\$4,534,800.00
NJ-509 Morris County	59	183	92	150	\$3,757,500.00	\$725,400.00	\$4,482,900.00
NJ-510 Lakewood Township/Ocean County	42	151	76	118	\$2,937,500.00	\$579,000.00	\$3,516,500.00
NJ-511 Paterson/Passaic County	164	170	85	249	\$6,220,000.00	\$1,001,400.00	\$7,221,400.00
NJ-512 Salem County	0	8	4	4	\$100,000.00	\$24,000.00	\$124,000.00

Coc Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
NJ-513 Somerset County	8	191	96	104	\$2,597,500.00	\$598,200.00	\$3,195,700.00
NJ-514 Trenton/Mercer County	118	245	123	240	\$6,002,500.00	\$1,087,800.00	\$7,090,300.00
NJ-515 Elizabeth/Union County	55	201	101	155	\$3,877,500.00	\$766,800.00	\$4,644,300.00
NJ-516 Warren, Sussex, Hunterdon Counties	39	212	106	145	\$3,630,000.00	\$753,600.00	\$4,383,600.00
NM-500 Albuquerque	794	677	339	1,132	\$28,307,500.00	\$4,412,400.00	\$32,719,900.00
NM-501 New Mexico Balance of State	969	597	299	1,267	\$31,682,500.00	\$4,697,400.00	\$36,379,900.00
NV-500 Las Vegas/Clark County	4,644	1,877	939	5,582	\$139,557,500.00	\$19,562,400.00	\$159,119,900.00
NV-501 Reno, Sparks/Washoe County	316	875	438	754	\$18,847,500.00	\$3,574,200.00	\$22,421,700.00
NV-502 Nevada Balance of State	370	86	43	413	\$10,315,000.00	\$1,366,800.00	\$11,681,800.00
NY-500 Rochester, Irondequoit, Greece/Monroe County	49	561	281	330	\$8,237,500.00	\$1,830,000.00	\$10,067,500.00
NY-501 Elmira/Steuben, Allegany, Livingston, Chemung, Schuyler Counties	10	122	61	71	\$1,770,000.00	\$395,400.00	\$2,165,400.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
NY-503 Albany City & County	48	509	255	302	\$7,552,500.00	\$1,669,800.00	\$9,222,300.00
NY-504 Cattaraugus County	0	26	13	13	\$325,000.00	\$78,000.00	\$403,000.00
NY-505 Syracuse, Auburn/Onondaga, Oswego, Cayuga Counties	18	539	270	288	\$7,192,500.00	\$1,671,600.00	\$8,864,100.00
NY-507 Schenectady City & County	31	209	105	135	\$3,382,500.00	\$719,400.00	\$4,101,900.00
NY-508 Buffalo, Niagara Falls/Erie, Niagara, Orleans, Genesee, Wyoming Counties	46	502	251	297	\$7,430,000.00	\$1,644,600.00	\$9,074,600.00
NY-510 Ithaca/Tompkins County	0	122	61	61	\$1,525,000.00	\$366,000.00	\$1,891,000.00
NY-511 Binghamton, Union Town/Broome, Otsego, Chenango, Delaware, Cortland, Tioga Count	13	246	123	136	\$3,390,000.00	\$775,800.00	\$4,165,800.00
NY-512 Troy/Rensselaer County	14	106	53	67	\$1,675,000.00	\$360,000.00	\$2,035,000.00

Coc Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
NY-513 Wayne, Ontario, Seneca, Yates Counties	1	135	68	69	\$1,722,500.00	\$409,200.00	\$2,131,700.00
NY-514 Jamestown, Dunkirk/Chautauqua County	0	55	28	28	\$687,500.00	\$165,000.00	\$852,500.00
NY-516 Clinton County	1	130	65	66	\$1,660,000.00	\$394,200.00	\$2,054,200.00
NY-518 Utica, Rome/Oneida, Madison Counties	20	110	55	75	\$1,865,000.00	\$388,800.00	\$2,253,800.00
NY-519 Columbia, Greene Counties	6	93	47	52	\$1,302,500.00	\$295,800.00	\$1,598,300.00
NY-520 Franklin, Essex Counties	4	19	10	14	\$342,500.00	\$69,600.00	\$412,100.00
NY-522 Jefferson, Lewis, St. Lawrence Counties	6	35	18	23	\$577,500.00	\$121,800.00	\$699,300.00
NY-523 Glens Falls, Saratoga Springs/Saratoga, Washington, Warren, Hamilton Counties Co	10	202	101	111	\$2,770,000.00	\$635,400.00	\$3,405,400.00
NY-525 New York Balance of State Continuum of Care	6	72	36	42	\$1,040,000.00	\$232,800.00	\$1,272,800.00
NY-600 New York City	5,071	31,765	15,883	20,953	\$523,832,500.00	\$110,507,400.00	\$634,339,900.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
NY-601 Poughkeepsie/Dutchess County	14	259	130	144	\$3,587,500.00	\$819,000.00	\$4,406,500.00
NY-602 Newburgh, Middletown/Orange County	71	200	100	171	\$4,285,000.00	\$814,200.00	\$5,099,200.00
NY-603 Nassau, Suffolk Counties	64	1,092	546	610	\$15,260,000.00	\$3,469,200.00	\$18,729,200.00
NY-604 Yonkers, Mount Vernon/Westchester County	45	575	288	332	\$8,307,500.00	\$1,859,400.00	\$10,166,900.00
NY-606 Rockland County	60	102	51	111	\$2,780,000.00	\$486,600.00	\$3,266,600.00
NY-607 Sullivan County	0	59	30	30	\$737,500.00	\$177,000.00	\$914,500.00
NY-608 Kingston/Ulster County	59	130	65	124	\$3,095,000.00	\$566,400.00	\$3,661,400.00
OH-500 Cincinnati/Hamilton County	43	731	366	409	\$10,222,500.00	\$2,323,200.00	\$12,545,700.00
OH-501 Toledo/Lucas County	17	337	169	185	\$4,632,500.00	\$1,061,400.00	\$5,693,900.00
OH-502 Cleveland/Cuyahoga County	148	1,082	541	689	\$17,235,000.00	\$3,691,200.00	\$20,926,200.00

Coc Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
OH-503 Columbus/Franklin County	535	982	491	1,026	\$25,645,000.00	\$4,550,400.00	\$30,195,400.00
OH-504 Youngstown/Mahoning County	13	107	54	66	\$1,652,500.00	\$358,800.00	\$2,011,300.00
OH-505 Dayton, Kettering/Montgomery County	69	496	248	317	\$7,915,000.00	\$1,693,800.00	\$9,608,800.00
OH-506 Akron, Barberton/Summit County	122	317	159	280	\$7,007,500.00	\$1,316,400.00	\$8,323,900.00
OH-507 Ohio Balance of State	1,140	1,384	692	1,832	\$45,790,000.00	\$7,570,800.00	\$53,360,800.00
OH-508 Canton, Massillon, Alliance/Stark County	24	104	52	76	\$1,895,000.00	\$383,400.00	\$2,278,400.00
OK-500 North Central Oklahoma	10	118	59	69	\$1,720,000.00	\$383,400.00	\$2,103,400.00
OK-501 Tulsa City & County	414	667	334	748	\$18,697,500.00	\$3,244,200.00	\$21,941,700.00
OK-502 Oklahoma City	538	692	346	884	\$22,090,000.00	\$3,688,800.00	\$25,778,800.00
OK-503 Oklahoma Balance of State	232	84	42	274	\$6,860,000.00	\$949,200.00	\$7,809,200.00
OK-504 Norman/Cleveland County	301	84	42	343	\$8,575,000.00	\$1,155,000.00	\$9,730,000.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
OK-505 Northeast Oklahoma	99	69	35	134	\$3,347,500.00	\$505,200.00	\$3,852,700.00
OK-506 Southwest Oklahoma Regional	31	71	36	66	\$1,657,500.00	\$305,400.00	\$1,962,900.00
OK-507 Southeastern Oklahoma Regional	106	164	82	188	\$4,710,000.00	\$811,200.00	\$5,521,200.00
OR-500 Eugene, Springfield/Lane County	2,286	374	187	2,473	\$61,830,000.00	\$7,980,600.00	\$69,810,600.00
OR-501 Portland, Gresham/Multnomah County	2,852	1,673	837	3,688	\$92,207,500.00	\$13,574,400.00	\$105,781,900.00
OR-502 Medford, Ashland/Jackson County	510	263	132	641	\$16,027,500.00	\$2,317,800.00	\$18,345,300.00
OR-503 Central Oregon	860	212	106	966	\$24,140,000.00	\$3,214,800.00	\$27,354,800.00
OR-505 Oregon Balance of State	7,055	1,300	650	7,705	\$192,615,000.00	\$25,063,800.00	\$217,678,800.00
OR-506 Hillsboro, Beaverton/Washington County	325	187	94	418	\$10,457,500.00	\$1,535,400.00	\$11,992,900.00
OR-507 Clackamas County	312	178	89	401	\$10,030,000.00	\$1,470,600.00	\$11,500,600.00
PA-500 Philadelphia	1,362	2,532	1,266	2,628	\$65,705,000.00	\$11,682,600.00	\$77,387,600.00
PA-501 Harrisburg/Dauphin County	67	220	110	177	\$4,430,000.00	\$861,600.00	\$5,291,600.00

Coc Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
PA-502 Upper Darby, Chester, Haverford/Delaware County	67	175	88	155	\$3,867,500.00	\$726,600.00	\$4,594,100.00
PA-503 Wilkes-Barre, Hazleton/Luzerne County	10	90	45	55	\$1,370,000.00	\$299,400.00	\$1,669,400.00
PA-504 Lower Merion, Norristown, Abington/Montgomery County	27	96	48	75	\$1,865,000.00	\$367,800.00	\$2,232,800.00
PA-505 Chester County	28	374	187	215	\$5,375,000.00	\$1,206,000.00	\$6,581,000.00
PA-506 Reading/Berks County	14	445	223	237	\$5,912,500.00	\$1,377,000.00	\$7,289,500.00
PA-508 Scranton/Lackawanna County	13	122	61	74	\$1,840,000.00	\$403,800.00	\$2,243,800.00
PA-509 Eastern Pennsylvania	472	758	379	851	\$21,270,000.00	\$3,689,400.00	\$24,959,400.00
PA-510 Lancaster City & County	17	234	117	134	\$3,345,000.00	\$752,400.00	\$4,097,400.00
PA-511 Bristol, Bensalem/Bucks County	29	135	68	97	\$2,422,500.00	\$493,200.00	\$2,915,700.00
PA-512 York City & County	45	147	74	118	\$2,957,500.00	\$575,400.00	\$3,532,900.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
PA-600 Pitsburgh, McKeesport, Penn Hills/Allegheny County	67	481	241	308	\$7,692,500.00	\$1,644,600.00	\$9,337,100.00
PA-601 Western Pennsylvania	48	433	217	264	\$6,602,500.00	\$1,441,800.00	\$8,044,300.00
PA-603 Beaver County	8	46	23	31	\$785,000.00	\$163,200.00	\$948,200.00
PA-605 Erie City & County	8	241	121	129	\$3,222,500.00	\$748,200.00	\$3,970,700.00
PR-502 Puerto Rico Balance of Commonwealth	1,271	308	154	1,425	\$35,630,000.00	\$4,737,600.00	\$40,367,600.00
PR-503 South-Southeast Puerto Rico	1,389	189	95	1,483	\$37,082,500.00	\$4,733,400.00	\$41,815,900.00
RI-500 Rhode Island Statewide	99	663	332	431	\$10,772,500.00	\$2,287,200.00	\$13,059,700.00
SC-500 Charleston/Low Country	179	219	110	289	\$7,217,500.00	\$1,194,600.00	\$8,412,100.00
SC-501 Greenville, Anderson, Spartanburg/Upstate	708	658	329	1,037	\$25,935,000.00	\$4,099,200.00	\$30,034,200.00
SC-502 Columbia/Midlands	409	705	353	761	\$19,032,500.00	\$3,341,400.00	\$22,373,900.00
SC-503 Myrtle Beach, Sumter City & County	1,107	278	139	1,246	\$31,160,000.00	\$4,156,200.00	\$35,316,200.00
SD-500 South Dakota Statewide	328	504	252	580	\$14,490,000.00	\$2,494,800.00	\$16,984,800.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
TN-500 Chattanooga/Southeast Tennessee	253	202	101	354	\$8,860,000.00	\$1,366,200.00	\$10,226,200.00
TN-501 Memphis/Shelby County	81	703	352	433	\$10,817,500.00	\$2,352,600.00	\$13,170,100.00
TN-502 Knoxville/Knox County	273	531	266	539	\$13,462,500.00	\$2,412,000.00	\$15,874,500.00
TN-503 Central Tennessee	66	219	110	175	\$4,382,500.00	\$854,400.00	\$5,236,900.00
TN-504 Nashville-Davidson County	819	1,216	608	1,427	\$35,675,000.00	\$6,105,000.00	\$41,780,000.00
TN-506 Upper Cumberland	91	145	73	164	\$4,087,500.00	\$708,000.00	\$4,795,500.00
TN-507 Jackson/West Tennessee	1,191	58	29	1,220	\$30,510,000.00	\$3,748,200.00	\$34,258,200.00
TN-509 Appalachian Regional	209	156	78	287	\$7,165,000.00	\$1,093,800.00	\$8,258,800.00
TN-510 Murfreesboro/Rutherford County	227	173	87	313	\$7,832,500.00	\$1,199,400.00	\$9,031,900.00
TN-512 Morristown/Blount, Sevier, Campbell, ke Counties	427	105	53	480	\$11,987,500.00	\$1,596,000.00	\$13,583,500.00
TX-500 San Antonio/Bexar County	1,662	887	444	2,105	\$52,632,500.00	\$7,646,400.00	\$60,278,900.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
TX-503 Austin/Travis County	1,520	615	308	1,828	\$45,697,500.00	\$6,406,200.00	\$52,103,700.00
TX-600 Dallas City & County, Irving	2,033	2,022	1,011	3,044	\$76,095,000.00	\$12,164,400.00	\$88,259,400.00
TX-601 Fort Worth, Arlington/Tarrant County	784	1,027	514	1,298	\$32,437,500.00	\$5,433,000.00	\$37,870,500.00
TX-603 El Paso City & County	256	344	172	428	\$10,705,000.00	\$1,800,600.00	\$12,505,600.00
TX-604 Waco/McLennan County	97	65	33	129	\$3,227,500.00	\$484,800.00	\$3,712,300.00
TX-607 Texas Balance of State	6,518	1,750	875	7,393	\$184,835,000.00	\$24,805,200.00	\$209,640,200.00
TX-611 Amarillo	463	296	148	611	\$15,285,000.00	\$2,278,200.00	\$17,563,200.00
TX-624 Wichita Falls/Wise, Palo Pinto, Wichita, Archer Counties	88	158	79	167	\$4,180,000.00	\$738,600.00	\$4,918,600.00
TX-700 Houston, Pasadena, Conroe/Harris, Ft. Bend, Montgomery, Counties	2,260	1,304	652	2,912	\$72,790,000.00	\$10,690,800.00	\$83,480,800.00
TX-701 Bryan, College Station/Brazos Valley	29	74	37	66	\$1,660,000.00	\$310,200.00	\$1,970,200.00
UT-500 Salt Lake City & County	270	1,125	563	833	\$20,817,500.00	\$4,185,600.00	\$25,003,100.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
UT-503 Utah Balance of State	211	342	171	382	\$9,560,000.00	\$1,660,200.00	\$11,220,200.00
UT-504 Provo/Mountainland	90	49	25	114	\$2,852,500.00	\$415,800.00	\$3,268,300.00
VA-500 Richmond/Henrico, Chesterfield, Hanover Counties	238	194	97	335	\$8,375,000.00	\$1,296,000.00	\$9,671,000.00
VA-501 Norfolk, Chesapeake, Suffolk/Isle of Wight, Southampton Counties	120	409	205	325	\$8,122,500.00	\$1,588,200.00	\$9,710,700.00
VA-502 Roanoke City & County, Salem	21	229	115	136	\$3,387,500.00	\$750,000.00	\$4,137,500.00
VA-503 Virginia Beach	76	136	68	144	\$3,590,000.00	\$634,800.00	\$4,224,800.00
VA-504 Charlottesville	36	117	59	95	\$2,372,500.00	\$460,200.00	\$2,832,700.00
VA-505 Newport News, Hampton/Virginia Peninsula	73	252	126	199	\$4,970,000.00	\$974,400.00	\$5,944,400.00
VA-507 Portsmouth	15	69	35	50	\$1,247,500.00	\$253,200.00	\$1,500,700.00
VA-508 Lynchburg	20	40	20	40	\$990,000.00	\$178,800.00	\$1,168,800.00
VA-513 Harrisburg, Winchester/Western Virginia	39	205	103	142	\$3,542,500.00	\$732,600.00	\$4,275,100.00
VA-514 Fredericksburg/Spotsylvania, Stafford Counties	50	96	48	98	\$2,460,000.00	\$439,200.00	\$2,899,200.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
VA-521 Virginia Balance of State	174	289	145	318	\$7,952,500.00	\$1,387,800.00	\$9,340,300.00
VA-600 Arlington County	50	113	57	107	\$2,672,500.00	\$490,200.00	\$3,162,700.00
VA-601 Fairfax County	125	419	210	334	\$8,352,500.00	\$1,630,800.00	\$9,983,300.00
VA-602 Loudoun County	99	53	27	126	\$3,147,500.00	\$457,200.00	\$3,604,700.00
VA-603 Alexandria	14	103	52	66	\$1,637,500.00	\$351,000.00	\$1,988,500.00
VA-604 Prince William County	52	80	40	92	\$2,295,000.00	\$395,400.00	\$2,690,400.00
VI-500 Virgin Islands	325	82	41	366	\$9,145,000.00	\$1,220,400.00	\$10,365,400.00
VT-500 Vermont Balance of State	92	389	195	287	\$7,172,500.00	\$1,444,200.00	\$8,616,700.00
VT-501 Burlington/Chittenden County	67	180	90	157	\$3,930,000.00	\$741,600.00	\$4,671,600.00
WA-500 Seattle/King County	7,319	3,540	1,770	9,089	\$227,230,000.00	\$32,577,600.00	\$259,807,600.00
WA-501 Washington Balance of State	3,219	1,789	895	4,113	\$102,827,500.00	\$15,022,800.00	\$117,850,300.00
WA-502 Spokane City & County	441	711	356	797	\$19,912,500.00	\$3,456,000.00	\$23,368,500.00
WA-503 Tacoma, Lakewood/Pierce County	881	520	260	1,141	\$28,515,000.00	\$4,201,800.00	\$32,716,800.00

COC Number and Name	Estimated Total Unsheltered	Sheltered Homeless Individuals	Density Reduction Need	Total New Units Required	Cost of New Capacity	Cost of Quarantine Units	Total Additional Cost
WA-504 Everett/Snohomish County	839	272	136	975	\$24,365,000.00	\$3,331,800.00	\$27,696,800.00
WA-508 Vancouver/Clark County	682	220	110	792	\$19,795,000.00	\$2,705,400.00	\$22,500,400.00
WI-500 Wisconsin Balance of State	132	1,323	662	793	\$19,827,500.00	\$4,363,800.00	\$24,191,300.00
WI-501 Milwaukee City & County	160	472	236	396	\$9,890,000.00	\$1,894,800.00	\$11,784,800.00
WI-502 Racine City & County	17	136	68	85	\$2,120,000.00	\$458,400.00	\$2,578,400.00
WI-503 Madison/Dane County	105	279	140	245	\$6,112,500.00	\$1,152,000.00	\$7,264,500.00
WV-500 Wheeling, Weirton Area	13	93	47	59	\$1,477,500.00	\$316,800.00	\$1,794,300.00
WV-501 Huntington/Cabell, Wayne Counties	69	100	50	119	\$2,965,000.00	\$505,800.00	\$3,470,800.00
WV-503 Charleston/Kanawha, Putnam, Boone, Clay Counties	3	234	117	120	\$2,995,000.00	\$710,400.00	\$3,705,400.00
WV-508 West Virginia Balance of State	263	484	242	505	\$12,630,000.00	\$2,241,600.00	\$14,871,600.00
WY-500 Wyoming Statewide	175	329	165	340	\$8,487,500.00	\$1,512,000.00	\$9,999,500.00
Total	295,810	197,598	98,799	394,609	\$9,865,230,000.00	\$1,480,224,600.00	\$11,345,454,600.00

Public Comment 4/15/2020 CCM
(Item No. 4)

1. Wesley Reutimann

Maria Ayala

From: Wesley Reutimann <[REDACTED]>
Sent: Tuesday, April 14, 2020 5:03 PM
To: City Council Public Comment
Cc: Kristin Chew Reutimann
Subject: RE: Agenda Item #4 - Mobility Commission Appointments

CAUTION: This email originated from outside of the City of South Pasadena. Do not click links or open attachments unless you recognize the sender and know the content is safe.

April 14, 2020

South Pasadena City Council
1414 Mission St.
South Pasadena, CA 91030

RE: Agenda Item #4 - Mobility Commission Appointments

As local stakeholders whose family has embraced forms of multi-modal, zero-emission mobility (E-car, Gold Line, E-bike, etc) over the past decade plus, we are pleased to see the City of South Pasadena move beyond the 710 and develop a more holistic, multi-modal, *Mobility Commission* in 2020.

The transportation sector is responsible for over 52% of Greenhouse Gas (GHG) emissions in California when one accounts for the emissions associated with extracting, refining, and transporting oil. According to the CA Air Resources Board, the state of California will not meet its adopted climate action goals without reducing Vehicle Miles Traveled (VMT). This means reducing and replacing vehicle trips, not doubling down on 20th century transportation planning methods.

For the past half century cities across the southern California (including South Pasadena) have focused on moving vehicles through intersections faster, inducing additional car trips and resulting in no net benefit to travel times, the purported justification for these projects. In 2017 the Governor's Office of Planning and Research advised agencies acknowledged this reality, noting that "each percent increase in lane miles results in a 1.03 percent increase in vehicle travel" (Source: pg. 29 - http://opr.ca.gov/docs/20180416-743_Technical_Advisory_4.16.18.pdf). Making matters worse, **myopic transportation planning has exacerbated our worst-in-nation air quality** (leaving residents at greater risk to COVID-19 and other respiratory illnesses), **accelerated rates of chronic illness** (including diabetes and hypertension), **and contributed to the highest rate of traffic collisions resulting in pedestrian fatalities in decades.** These outcomes have disproportionately burdened children and older adults, especially those who are mobility impaired or rely on public transit or walking as a means of healthy, active mobility. Traffic crashes are the number one cause of premature death in Los Angeles County for children aged 5-14, and number two cause for children 1-4, young adults 15-24, and adults 25-44 (Source: Los Angeles County Department of Public Health, Mortality in Los Angeles County, <http://publichealth.lacounty.gov/dca/data/documents/mortalityrpt12.pdf>).

As we face an uncertain future and an immediate public health crisis, another, far-more-serious and long-term crisis awaits us down the road. The climate crisis will require a just

transition of our mobility systems. This will be a decades long undertaking, and one that will require innovation, creativity, and diversity in decision-making and approach.

It is thus with great pleasure that we see two fresh faces among the names recommended for the Mobility Commission. Michelle Hammond is a founding member and lead organizer of "Transition South Pasadena", an all-volunteer community group focused on supporting a more sustainable and resilient South Pasadena. As such Michelle is acutely aware of the nexus between mobility, climate, clean air, and health. She is also a small business owner on Mission Street, and will bring her perspective as a member of the City's retail business community to the table. **Samuel Zneimer** is a lifelong resident with extensive experience with the City, including as a member of staff. An urban planner employed by one of the most well-regarded multi-modal planning firms in the United States, Samuel offers a unique skill set. In addition to recent experience advising cities on upcoming/potential grant opportunities, Samuel will be able to draw from his experience working on local projects with other communities.

With the addition of these two committed community members, we look forward to seeing the new Mobility Commission move the City forward in the coming years.

Thank you for your time and consideration,

Wes and Kristin Reutimann

Public Comment 4/15/2020 CCM
(Item No. 14)

1. Jan Marshall
2. Alan Ehrlich
3. Delaine Shane
4. Joan Nuckols
5. Rona Bortz
6. Madeline Di Giorgi

Maria Ayala

From: Jan Marshall [REDACTED]
Sent: Tuesday, April 14, 2020 2:58 PM
To: City Council Public Comment
Subject: Public Comment Item #14

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Council members,

Jan Marshall, 24 year resident living on Oxley

Our city's first Public Information Officer, John Pope, resigned last December after less than a year on the job. In the South Pasadenan, Council member Khubresian said the city would be looking for "more bang for their buck" from a PIO, and would reassess the position. Yet within the month, RMG Communications was hired.

Where is the data to show how well the city is communicating with its residents?

How many people visit southpasadenaca.gov a day? What do they click on?

As for social media. Before anyone pats themselves on the back consider that unless 10 percent of followers Like a post, you are failing.

Facebook: has 4866 followers. Facebook offers Page Post Metrics that allow you to see how many people are reading, commenting and sharing your page. So where's the data?

The most recent post was on April 10th and has 10 likes. That's .00014%

NextDoor: In Garfield Park, only 40 percent of 1543 households have joined.

91030 has 1,255 members

Thank goodness for the South Pasadenan though I had to alert them that the city council posted a Weekly Update on the city manager's letterhead, so they could reprint it.

Since yesterday, April 13th, there is now a South Pasadena Scoop blog? Who is writing this? Our city's communication strategy is throwing spaghetti on the wall to see what sticks.

Per RMG's website, Rachel Maguire is an expert social media consultant. The city is being hoodwinked.

(250 words)

City of South Pasadena, City Council Meeting, Apr 15, 2020

PUBLIC COMMENT, Agenda Item # 14)

(to be read aloud at the meeting and posted on the video monitor)

This public comment is from Alan Ehrlich

At Monday's Public Safety Commission meeting, commissioners informed staff they lacked confidence in the quantity and quality of coronavirus public awareness announcements informing residents what **OUR CITY** was doing.

This chart shows the frequency and quality of coronavirus information I have received since March 12.

Geoff Yantz, Superintendent of Schools - 18

SPHS guidance counselors - 5

SPHS teachers - 5

28 messages from the school district in 33 days. SPUSD does not have a PIO

Congresswoman Chu, - 3

Assemblyman Holden - 3

State Senator Portantino - 4

What has South Pasadena done? One Neighborhood Pulse e-mail. That is the total corona virus message the city has sent to residents. Updating the city website, Facebook and Twitter does not the job done.

The city paid RMG \$24,375 for single coronavirus public awareness message in 13 weeks. . The city got ripped off and should be demanding a refund, not extending this contract.

SPUSD

G. YANTZ #1	Thu 03/12
G. YANTZ #2	Fri 03/13
G. YANTZ #3, 4	Sat 03/14
	Sun 03/15
	Mon 03/16
G. YANTZ #5	Tue 03/17
	Wed 03/18
	Thu 03/19
G. YANTZ #6	Fri 03/20
	Sat 03/21
	Sun 03/22
	Mon 03/23
G. YANTZ #7	Tue 03/24
	Wed 03/25
	Thu 03/26
	Fri 03/27
	Sat 03/28
	Sun 03/29
G. YANTZ #8	Mon 03/30
G. YANTZ #9	Tue 03/31
G. YANTZ #10, #11, #12, #13	Wed 04/01
	Thu 04/02
G. YANTZ #14, 15	Fri 04/03
	Sat 04/04
G. YANTZ #16, #17	Sun 04/05
G. YANTZ #17	Mon 04/06
	Tue 04/07
	Wed 04/08
	Thu 04/09
G. YANTZ #18	Fri 04/10
	Sat 04/11
	Sun 04/12

City of South Pasadena

Neighborhood Pulse

SUMMARIZED PUBLIC COMMENT FROM DELAINE SHANE TO BE READ ALOUD

Dear City Council:

Please do not approve the first amendment to the RMG contract (Agenda Item 14) for interim public information officer services. I have provided detailed reasons in my original email sent to you. I hope that you have had the opportunity to skim it if not read it. That email exceeds the 150-word limit.

Indeed, I am wondering why public comment is limited to just 150 words? Usually public comments are three minutes per person. Accordingly, the number of words allotted would therefore be roughly 390 words (assuming 130 words per minute). So, why has our public comment become limited to just slightly over one minute? If this coronavirus pandemic persists in closing the City Council meetings to the public, please reconsider the word limit of the emails to be read out loud.

Stay safe and healthy.

Thank you.

Delaine Shane



**WRITTEN PUBLIC COMMENT FROM
DELAINE SHANE**

Maria Ayala

From: D. Shane <[REDACTED]>
Sent: Tuesday, April 14, 2020 5:39 PM
To: City Council Public Comment; CCO; Maria Ayala
Cc: 'Bob Joe'; Diana Mahmud; Michael Cacciotti - Personal; Dr. Richard Schneider - Personal; Marina Khubesrian; Joe Ortiz; Paul Riddle; Alan Ehrlich; ben@southpasadenan.com; Bill Glazier; WISPPA
Subject: Public Comment Email on Agenda Item No. 14 for April 15, 2020 Council Meeting

CAUTION: This email originated from outside of the City of South Pasadena. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Honorable Mayor and City Council Members:

I am absolutely grateful that our infection rate is relatively low and that our community has not yet experienced (and hopefully never will) COVID-19 deaths.

That said, I am against approving the first amendment to the RMG contract (Agenda Item 14) for interim public information officer services.

1. Our community brand has suffered:

- a. Anecdotally, on NextDoor, residents from neighboring but outside communities have visited our area and have commented on the lack of mask wearers. Notwithstanding the mixed messages from public officials of when to wear the face masks, many on that social platform speak of South Pasadena residents as selfish and entitled. Where is our PIO to correct them and state the official policy in South Pasadena?
- b. When the edict came down to allow restaurants, cafes, and pubs to serve only take out or delivery, at least one local business chose to stay open allowing for no social distancing inside its dining premises on St. Patrick's Day. This encounter led to the incident being broadcast not only locally and regionally, but also nationally. Social media went into overdrive on what took place and assigning blame. Where was the interim PIO to provide a clear and measured response?
- c. Aside from City services, there has been an incredible outpouring of community activities by our neighbors, non-profit organizations, and religious organizations. Why hasn't the interim PIO provided links to these incredible and selfless individuals and organizations like WISPPA, Dudes, PTSA, Women's Club, Holy Family Church, etc.? As a small town, having each other's back is what it is all about. Not just compartmentalizing City services and ignoring the rest. By not broadcasting these non-City efforts, it looks as though we as a community are doing very little.

2. Our City government services are minimal and confusing:

- a. Just what is the role and responsibility of the Director of Emergency Services? The interim PIO needs to get the word out. Absolutely, we are so grateful for our first responders: police, fire fighters, and paramedics. But, when looking online under Management Services, there is nothing about the Director of Emergency Services.
- b. What is the role of the Public Safety Commission during this crisis? It appears that the City management has kept this vital commission in the dark for some time now. Why?

- c. Daily communications from the City should be paramount. Much appreciation goes to the South Pasadena Unified School District for their almost daily communications to us parents with school age children. And that's without a PIO. What purpose and end results do we the taxpayers get with relying on the services of the interim PIO?
- d. Not everyone receives the new e-announcement, the Pulse. Why hasn't the PIO made every effort to get the word out on this new communique?
- e. Whatever happened to the City Manager's blog that I was told last year by our then Mayor was to be rolled out? Shouldn't that be providing updates on the Covid-19 as related to our community, including how we can help local businesses?
- f. What Twitter and Facebook messages have been sent to keep residents apprised of specifically South Pasadena and not the regional, state, and federal announcements (which I can follow on my own account very easily)?
- g. What about stories circulating about rent increases during this time? Shouldn't the PIO be providing useful information for worried tenants?

I have gotten more local information from the *South Pasadenan* and the *South Pasadena Review* than from the PIO's announcements.

Therefore, from what I have experienced and read, I am against the approval of Agenda Item 14.

Given that every critical decision made by the Council appears to be based on county and state decisions and guidance, we should not continue subsidizing a PR professional in Fallbrook. Let's rely on an experienced City staff person to communicate the basic guidelines and specifics for South Pasadena. Let's keep the money to improve South Pasadena in South Pasadena and not pay an outside consultant to provide generic stuff that we can already get elsewhere.

Thank you for your consideration in this matter.

Delaine Shane



Maria Ayala

From: Joanne Nuckols [REDACTED]
Sent: Tuesday, April 14, 2020 6:00 PM
To: City Council Public Comment
Subject: Against Agenda Item #14

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PUBLIC COMMENT ON AGENDA ITEM 14 / Consent Calendar

(to be read aloud at the meeting)

AGAINST RENEWAL OR AMENDMENT OF CONTRACT with RMG

Prior to 2017, SoPs never required a PIO, it doesn't now. City officials are perfectly capable of creating and releasing information to the public.

I object to any contract extension with RMG Communications, because the company has failed to communicate at all with the citizens of our City, in particular during this COVID 19 crisis. There's been little to no emails sent via the usual E Neighbors (I used to get two each month, now I get none since last year) or this new Pulse which I just heard of today.

Contact number 1, SAE Consulting, provided 4 days of on-site training for up to 40 staff, . The training included 1) **Key Message Development & Delivery and Crisis Response Communications**. **The contract amount was \$24,750**. Residents want to know how many people and who participated in the training.

Contact number 2, SAE Consulting, dated January 14, 2020, to provide on-call crisis communications counsel, **Contract amount is \$305 per hour, up to \$24,000**

Contract number 3, RMG Consulting, signed January 7 as a pseudo hire to replace, but not replace John Pope. The current contract with Rachel, RMG, only required 15 hours *wk* at \$125/hr and was to last until June 30. **The maximum amount of this contract was \$24,375.**

\$175,000 and nothing to show for it. How can the council continue to allow this waste of \$\$\$ with our limited budget and with the probable renewal of Utility Tax on the ballot in November? **Do not renew.**

Joanne Nuckols
[REDACTED]
[REDACTED]

From: Rona Bortz <[REDACTED]>
Sent: Wednesday, April 15, 2020 3:10 PM
To: City Council Public Comment
Subject: Agenda item 14

CAUTION: This email originated from outside of the City of South Pasadena. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Honorable Mayor and City Council Members,
I wanted to voice my approval of extending the contract for our Public Information Officer. It is so important in these times to have quick and thorough information from the city to its residents. Considering the circumstances, I have appreciated the timeliness of the cities response to the Covid 19 crisis via the PIO and am thankful for all the work you and the PIO are doing to keep us well informed. Take care, Rona Bortz

From: Madeline Di Giorgi [REDACTED] >
Sent: Wednesday, April 15, 2020 11:22 AM
To: City Council Public Comment
Subject: Amended: Item 14, Please read aloud

CAUTION: This email originated from outside of the City of South Pasadena. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I support the the proposed extension for Public Information Officer. During this time of crisis we need communications from our city and to save costs, and this proposal addresses both. Having communication on social media has been helpful. People everywhere are struggling to adjust having to work solely online or from home, it is not an easy position to be thrown into. I think our city has done a phenomenal job of making this transition, we need to support them because I believe they are certainly doing their best. I would like to thank the council for their leadership and the staff for all their hard work during this unprecedented time. I also thank our residents for following the social distancing guidelines and our members of the community who have been supporting each other. Please stay safe and healthy!

Best,

Madeline Di Giorgi
Chair, Natural Resources and Environmental Commission
City of South Pasadena
[REDACTED]