

AGENDA

Garden Grove City
Council

Tuesday, February 9,
2021

6:30 PM



City Council Meeting
conducted Telephonically
- submit comments to
cityclerk@ggcity.org by
3:00 p.m. the day of or
attend at the Community
Meeting Center, 11300
Stanford Avenue, Garden
Grove, California following
strict COVID-19
Guidelines

Steven R. Jones

Mayor

Kim B. Nguyen

Mayor Pro Tem - District 6

George S. Brietigam

Council Member - District 1

John R. O'Neill

Council Member - District 2

Diedre Thu-Ha Nguyen

Council Member - District 3

Patrick Phat Bui

Council Member - District 4

Stephanie Klopfenstein

Council Member - District 5

COVID-19 Information: Masks are required to be worn and adherence to six foot distancing from others when attending public meetings.

Meeting Assistance: Any person requiring auxiliary aids and services, due to a disability, to address the City Council, should contact the City Clerk's Office 72 hours prior to the meeting to arrange for accommodations. Phone: (714) 741-5040.

Agenda Item Descriptions: Are intended to give a brief, general description of the item. The City Council may take legislative action deemed appropriate with respect to the item and is not limited to the recommended action indicated in staff reports or the agenda.

Documents/Writings: Any revised or additional documents/writings related to an item on the agenda distributed to all or a majority of the Council Members within 72 hours of a meeting, are made available for public inspection at the same time (1) in the City Clerk's Office at 11222 Acacia Parkway, Garden Grove, CA 92840, during normal business hours; (2) on the City's website as an attachment to the City Council meeting agenda; and (3) at the Council Chamber at the time of the meeting.

Public Comments: Members of the public desiring to address the City Council are requested to complete a **pink speaker card** indicating their name and address, and identifying the subject matter they wish to address. This card should be given to the City Clerk prior to the start of the meeting. General comments are made during "Oral Communications" and should be limited to matters under consideration and/or what the City Council has jurisdiction over. Persons wishing to address the City Council regarding a Public Hearing matter will be called to the podium at the time the matter is being considered.

Manner of Addressing the City Council: After being called by the Mayor, you may approach the podium, it is requested that you state your name for the record, and proceed to address the City Council. All remarks and questions should be addressed to the City Council as a whole and not to individual Council Members or staff members. Any person making impertinent, slanderous, or profane remarks or who becomes boisterous while addressing the City Council shall be called to order by the Mayor. If such conduct continues, the Mayor may order the person barred from addressing the City Council any further during that meeting.

Time Limitation: When any group of persons wishes to address the City Council on the same subject matter, the Mayor may request a spokesperson be chosen to represent the group, so as to avoid unnecessary repetition. At the City Council's discretion, a limit on the total amount of time for public comments during Oral Communications and/or a further limit on the time allotted to each speaker during Oral Communications may be set.

PLEASE SILENCE YOUR CELL PHONES DURING THE MEETING.

AGENDA

ROLL CALL: COUNCIL MEMBER BRIETIGAM, COUNCIL MEMBER O'NEILL, COUNCIL MEMBER D. NGUYEN, COUNCIL MEMBER BUI, COUNCIL MEMBER KLOPFENSTEIN, MAYOR PRO TEM K. NGUYEN, MAYOR JONES

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

1. ORAL COMMUNICATIONS (to be held simultaneously with other legislative bodies)

RECESS

CONDUCT OTHER LEGISLATIVE BODIES' BUSINESS

RECONVENE

2. CONSENT ITEMS

(Consent Items will be acted on simultaneously with one motion unless separate discussion and/or action is requested by a Council Member.)

- 2.a. Adoption of a Resolution of Commendation recognizing Jim Dursalg on his retirement as Area General Manager for the Anaheim Marriott Suites and Embassy Suites by Hilton Anaheim South. *(Action Item)*
- 2.b. Approval of an agreement with Siemens Industries, Inc., to provide service to the Heating, Ventilation and Air Conditioning (HVAC) systems. (Cost: \$168,870) *(Action Item)*
- 2.c. Receive and file minutes from the meeting held on January 26, 2021. *(Action Item)*

2.d. Receive and file warrants. (*Action Item*)

3. PUBLIC HEARINGS

(*Motion to approve will include adoption of each Resolution unless otherwise stated.*)

3.a. Approval of Substantial Amendment No. 5 to the 2019-20 Annual Action Plan for the use of Housing and Urban Development funding. (*Joint Action Item with the Housing Authority.*)

4. COMMISSION/COMMITTEE MATTERS

4.a. Appointments to the Administrative Board of Appeals.
(*Continued Action Item from the meeting held on January 26, 2021.*)

5. MATTERS FROM THE MAYOR, CITY COUNCIL MEMBERS, AND CITY MANAGER

5.a. Discussion on adoption of a Proclamation celebrating February as Black History Month, as requested by Mayor Pro Tem Kim Nguyen.

5.b. Discussion on adoption of a Proclamation celebrating the Tet Lunar New Year commencing February 12, 2021, as requested by Mayor Pro Tem Kim Nguyen.

5.c. Financial update for Fiscal Year 2020-21 and budget considerations for fiscal years 2021 through 2023 as requested by City Manager Stiles. (*Action Item*)

6. ADJOURNMENT

The next Regular City Council Meeting will be on Tuesday, February 23, 2021, at 5:30 p.m. in the Community Meeting Center, 11300 Stanford Avenue, Garden Grove, California.

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

| | | | |
|----------|---|--------|--------------|
| To: | Scott C. Stiles | From: | Maria Stipe |
| Dept.: | City Manager | Dept.: | City Manager |
| Subject: | Adoption of a Resolution of Commendation recognizing Jim Dursalg on his retirement as Area General Manager for the Anaheim Marriott Suites and Embassy Suites by Hilton Anaheim South. (<i>Action Item</i>) | | |
| | | Date: | 2/9/2021 |

Attached is a Resolution of Commendation recognizing Jim Durslag's retirement as Area General Manager for the Anaheim Marriott Suites and Embassy Suites by Hilton Anaheim South recommended for adoption.

ATTACHMENTS:

| Description | Upload Date | Type | File Name |
|----------------------------|--------------------|-------------|---|
| Resolution of Commendation | 2/3/2021 | Resolution | 2-9-21_Jim_Durslag_-_Resolution_of_Commendation_(1).pdf |

Resolution of Commendation

Jim Durslag

- WHEREAS, A recognized 44-year professional in the hotel and hospitality industry, Jim Durslag started his career in the food and beverage industry with Hyatt Hotels, Princess Cruises, and Sheraton Hotels; and
- WHEREAS, As Area General Manager for the Anaheim Marriott Suites and Embassy Suites by Hilton Anaheim South, Jim was responsible for overseeing the operations, sales, and financial success of these two hotels in Garden Grove; and
- WHEREAS, Under Jim Durslag's leadership, tourism in Orange County grew from 25 million tourists to over 50 million, resulting in Garden Grove's hotel revenues growing to over \$26 million. As on-site General Manager for the Embassy Suites by Hilton Anaheim South, Jim implemented an appetizer menu which actualized over \$12,000 a month in addition to the existing food revenue; and
- WHEREAS, Jim Durslag served on the Board of Directors for the Anaheim/Orange County Visitor & Convention Bureau, as Vice Chairman and President of the Anaheim/Orange County Hotel & Lodging Association, and as President of both the Harbor Hotel Plaza Owners Association Inc. and Garden Grove Tourism and Promotion Corporation (G.G.T.P.C.); and
- WHEREAS, Jim Durslag passionately supported community service throughout Orange County. As president of the G.G.T.P.C., over \$225,000 in sponsorships were awarded to local, non-profit organizations, including Boys and Girls Clubs of Garden Grove, Garden Grove Community Foundation, Helping Others Prepare for Eternity (H.O.P.E.), Orange County Food Bank, and the Orange County United Way. The G.G.T.P.C. also generously sponsored the Garden Grove College Graduates' Reception in 2018 and 2019; and
- WHEREAS, On January 29, 2021, Jim Durslag retired from the hospitality industry, following 44 years of illustrious service to not only the Garden Grove community but Orange County. His profound dedication to excellence in hospitality and philanthropic causes, will be his legacy among many other celebrated achievements.

NOW, THEREFORE, BE IT RESOLVED, that the City of Garden Grove does hereby recognize and commend Jim Durslag on the occasion of his retirement, extend deepest appreciation for his unmatched contributions towards the economic viability of Garden Grove, and wishes him countless fulfillment in his future years ahead.

February 9, 2021

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

| | | | |
|----------|---|--------|-------------------|
| To: | Scott C. Stiles | From: | William E. Murray |
| Dept.: | City Manager | Dept.: | Public Works |
| Subject: | Approval of an agreement with Siemens Industries, Inc., to provide service to the Heating, Ventilation and Air Conditioning (HVAC) systems. (Cost: \$168,870) (<i>Action Item</i>) | | |
| Date: | | | |

OBJECTIVE

Secure City Council approval to contract with Siemens Industries, Inc. for service of City owned heating, ventilation and air conditioning (HVAC) systems.

BACKGROUND

The Public Works Department is responsible for the operation and maintenance of City HVAC systems. Recently, the City made a significant investment upgrading existing HVAC systems to Siemens integrated control solutions. Currently, most City buildings use Siemens HVAC systems (see list in Appendix A). These systems consist of proprietary software, hardware and internet controls only serviced by Siemens Industries Inc. Siemens is the sole source vendor.

DISCUSSION

Due to the proprietary nature of Siemens systems it is necessary to call on Siemens factory trained staff to provide preventative maintenance, software upgrades as well as City staff directed support and training. The required service agreement serves to protect the City's initial investment, minimize energy use, operational costs and system downtime. Moreover, the agreement provides priority service as well as a 30% discount on labor and a 60% discount on parts. The agreement includes emergency on-site services 24 hours a day. To protect the City's investment and optimize performance and productivity, City staff recommends adopting the proposed Siemen service agreement. This is a three-year contract with an option to extend the agreement for an additional two years.

FINANCIAL IMPACT

The financial impact of the three-year contract is \$168,870 with the option to extend the agreement for an additional two years for a potential total impact of \$290,060 over five (5) years. Funds for the HVAC contract services are available in the existing Building Maintenance operating budget.

RECOMMENDATION

It is recommended that City Council:

- Approve the attached agreement with Siemens Industries Inc., in the amount of \$168,870 for three (3) years, with an option to extend for an additional two (2) years, at a cost of \$121,190, for a total \$290,060 over five (5) years for the maintenance of Siemens HVAC systems; and
- Authorize the City Manager to execute the agreement on behalf of the City and make minor modifications as necessary.

By: Phillip Carter, Facilities Manager

ATTACHMENTS:

| Description | Upload Date | Type | File Name |
|--|--------------------|-----------------|-------------------------------|
| Siemens Proposal for City HVAC Maintenance | 1/12/2021 | Backup Material | SIEMENS_PROPOSAL.pdf |
| Siemens Contract | 1/26/2021 | Agreement | Siemens_Industry_Inc_2021.pdf |



PROPOSAL

2020 Proven Outcomes Service Agreement - City of Garden Grove
2600083727

PREPARED BY

Siemens Industry Inc. – Los Angeles Branch
Automation & Mechanical Service Team

PREPARED FOR

Phil Carter, *Public Works Manager*

DELIVERED ON

January 4, 2021

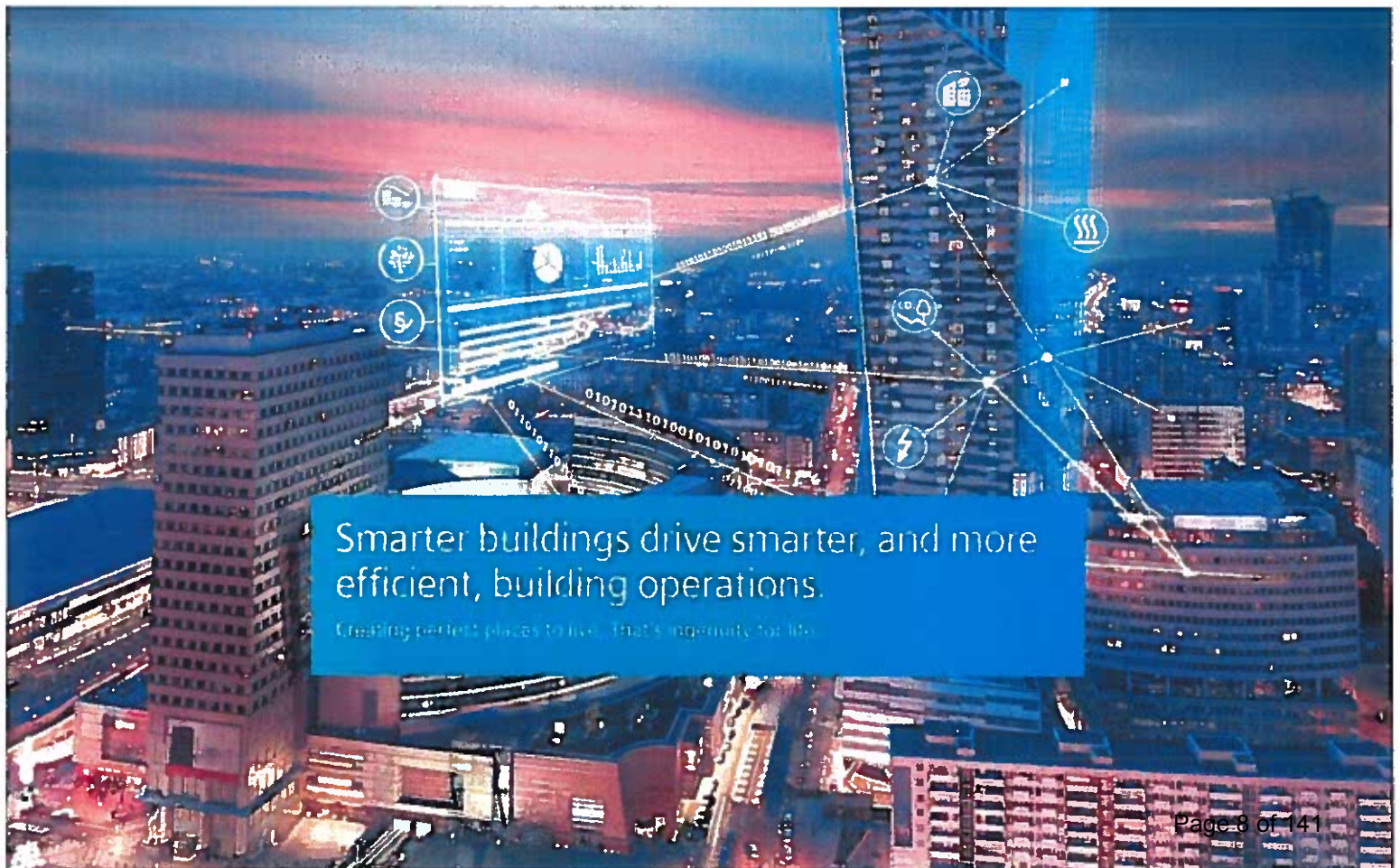


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Proposal Information

Date: January 4, 2021
Proposal #: 4276385

Created For:

Customer: City of Garden Grove
Address: 13802 Newhope Street
Garden Grove, CA 92843

Customer Contact: Phil Carter, Public Works
Telephone: (714) 741-5380
Email Address: philc@ggcity.org

Created By:

Siemens – Smart Infrastructure
6141 Katella Ave
Cypress, CA 90630

Sales Executive: Joshua Clark
Telephone: (714) 872-2850
Email Address: clark.joshua@siemens.com

Scope of Work: Perform Preventative Maintenance on the Building Automation System for the City at these locations ([Detailed Scope of Services on following pages](#))

Recommendations: Siemens has suggested the city add the new Automation Equipment, as warranty does not include preventative maintenance.

Investment Options: See Page 4

Includes Tax: Yes (*On material needed to maintain your system*)

Executive Summary

City of Garden Grove has contracted Siemens Industry, Inc. to maintain their Siemens Energy Management System (EMS) also known as a Building Automation System (BAS) for the last several years and the contract is up for *renewal in December*.

Previously, there were six (6) locations covered under this contract that have BAS components, including 4 fire department locations. The fire department locations have been removed from this agreement, and fourteen (14) new locations have been added, which have Siemens BAS components that are helping maintain the City's energy & comfort goals. This proposed service solution, our Proven Outcomes Service Agreement, will proactively serve to protect the *2018 Energy Efficiency Upgrades* as well as the other investments throughout the city by implementing a redesigned program of planned service tasks by our trained technical staff.

Customer Objective

The Proven Outcomes Services proposed in this agreement are specifically designed for the City of Garden Grove in order to meet their unique business needs. The top priority business needs were identified and agreed to in a series of discussions with City of Garden Grove and their teams.

The equipment, consisting of controllers, sensors, actuators, network cabling and software will require certain levels of maintenance, software/firmware updates and upgrades periodically in order to maintain a valid life cycle. The City will require Siemens' factory trained staff to provide preventive maintenance on the BAS controls and software as well as assist facility staff with customer directed support and training. With the addition of this equipment and the modifications to the HVAC equipment *the City of Garden Grove can begin moving away from a customer directed contract to a proactive condition-based maintenance contract capitalizing on energy savings and maintaining their Return on Investment.*

Preferred Customer Service Agreement Benefits

- Comfortable employees & building occupants
- Discounted software upgrades (*additional price provided in this case*)
- Discounted online support rate (*approx. 20% discount*)
- Discounted labor rate (*approx. 30% discount*) and materials rate (*60% discount*)
- Discounted customer training
- Preference for online/onsite support over non-service agreement customers
- Hands on Preventive Maintenance by factory trained Siemens specialists
- Protects initial investment and minimizes energy & operational costs
- Minimizes downtime
- City facility staff interaction with dedicated Siemens specialists & account management team

Siemens Capabilities & Customer Commitment

Siemens Industry, Inc. is a leading single-source provider of cost-effective facility performance solutions for the comfort, life safety, security, energy efficiency and operation of some of the most technically advanced buildings in the world. For more than 150 years, Siemens has built a culture of long-term commitment to customers through innovation and technology. Siemens is a financially strong global organization with a Branch network that delivers personalized service and support to customers in multiple industries and locations. *References are available upon request.*

The Vision for Proven Outcomes Approach

This agreement will serve as the cornerstone of a relationship whereby Siemens Industry, Inc. assists City of Garden Grove to create an ideal atmosphere for the occupants and employees in a highly efficient manner with exceptional quality and comfort outcomes.

Scope of Services to be Provided by Siemens

1. Building Services – Automation
 - 1.1. Automation Health Report
 - 1.2. Preventative Maintenance
 - 1.3. Customer Directed Support
 - 1.4. Operator Coaching
- 1.5. Data Protection & Recovery Service
- 1.6. Network & Software Maintenance
- 1.7. Software Support & Updates
- 1.8. Customer Training

Our Service Approach

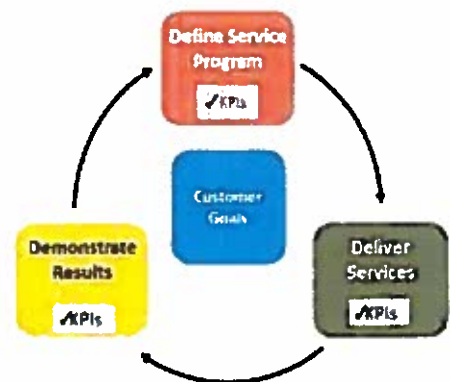
Proven Outcomes Service is a performance-based service philosophy designed to better help customers achieve their business goals. Through it we define a tailored service program, deliver outcomes and demonstrate results, all based on customer-specific benchmarks for success.

You have goals. Siemens helps ensure you meet them. With our Proven Outcomes service philosophy, *your business objectives become the cornerstone of a tailored service program*. You can trust our services to deliver the outcomes you require, from maximizing up time to increasing efficiency and extending system life.
Built around your goals

With Proven Outcomes Service is built around your specific goals. We work with you to understand your drivers, needs and challenges. Key Performance Indicators (KPIs) are agreed upon and we work collaboratively to ensure all targets are met.

Our Approach

Our Proven Outcomes Service Framework has *three (3) primary components*:



Define

We work with you to understand your goals and strategies, and ultimately Key Performance Indicators (KPI's). By establishing KPI's, we ensure that a service program is designed with them in mind, so the expected results will be achieved and measured.

Deliver

We deliver services that are directly aligned with the expected outcomes (KPI's). This helps to ensure that the services and tasks are aligned with your goals. In addition, we provide transparency to the services as they are performed.

Demonstrate

We quantify performance against your KPI's and review this performance with you on a quarterly basis. We also review any recommendations for improvement and establish next steps with you. This keeps the services we provide relevant to your needs. The Proven Outcomes Service Framework is a collaborative approach which ensures that we work together and ultimately help you achieve organizational outcomes.

Established Key Performance Indicators (KPIs)

Goal Alignment

Garden Grove has a massive footprint with multiple city facility locations that need attention. The city has a multitude of facility goals. Siemens can have a direct impact on many of these, which are measurable.

The Proven Outcomes Service plan herein is written with these goals as the drivers. The primary focus for Garden Grove is the *safety, comfort, productiveness and energy efficiency* of the areas that were recently upgraded. An additional focus is maintaining an *ease of use factor* when certain facilities are begin used after hours to ensure comfort and productivity ensuring job satisfaction. Lastly, Garden Grove intends to support the first two objectives by *maintaining a Mastery level of competence* with their Energy Management System.

Garden Grove and Siemens will have *semi-annual meetings* to monitor progress and brainstorm for the following years Key Performance Indicators. This contract is specifically designed for Garden Grove to meet the mutually agreed upon specific business needs below for Year-One:



1. Improve Facility's Staff knowledge of Siemens Desigo Command Center (CC) EMS / BAS
 - 1.1. KPI – Utilize the training allotments to send Facility Staff to a Siemens Instructor-Led Training in Cypress until Mastery of the system is achieved
 - 1.1.1. Master Operator Program guidelines as seen in Appendix E
 - 1.1.2. Two (2) members have already attended the Desigo I
2. Improve Occupant Comfort Through Preventive Maintenance and Correcting Issues
 - 2.1. KPI – Less than 5% of Failed Points within the System
 - 2.2. KPI – Less than 10% of points in Operator
3. Identify Scheduling Issue with the Council Chambers at City Hall
 - 3.1. KPI – Maintain 90% satisfaction level with the cooling schedule
4. Identify HVAC Mechanical Equipment that is not Operating Properly
 - 4.1. KPI – Provide a deficiency report with key items that need immediate attention

Building Services – Automation

1.1 Automation Health Reporting

On a *quarterly basis*, Siemens will provide an Automation Health report to show a snapshot on the 'health' of the system. Results from the previous report will be tracked within this report to show progress. This process of collecting data and analyzing the data provides our specialists with baselines for measurements of the systems key components. Siemens will provide feedback within the report to recommend actions for continuous system improvement. This report is to run without interruption to the system.

Automation Health Issue Resolution

On a *quarterly basis*, Siemens will utilize the specialist to address items identified through our Automation Health Report – discussed above. The intent is to ensure that the building automation system running your facilities remains in peak operating conditions. Items to be addressed as a result of the Automation Health Report may include failed point resolution, alarm management, addressing temperatures and humidity's chronically out of range, etc. This may be done in conjunction with Customer Directed Support or Operator Coaching to help your staff address these issues in the future.

1.2 Preventive Maintenance

We will be provided in accordance with a program of routines as determined by our experience, equipment application and location. Automation controls can drift out of calibration with changes in HVAC component performance characteristics, building use, and climatic conditions. *This service will extend equipment life, reduce energy consumption, and reduce the risk of costly and disruptive breakdowns.*

Based on the site requirement, site conditions and equipment present at the site, some of the tasks performed during preventive maintenance include the following:

- Visually Inspect cabinet and observe operating environment
- Check Diagnostic LEDs and electrical wiring and tighten loose connections
- Identify overridden HOA Switches
- Review with the customer before attempting to change/correct
- Verify supply air pressure to the panel, if applicable
- Pinch branch line and check for leaks (Pressure drop), if applicable
- Check for air leaks and oil or water contamination
- Ensure all wiring and tubing is dressed properly
- Secure all loose components in panel
- Clean as necessary

Note: *The tasks mentioned above are generic tasks. All the above tasks may or may not be performed based on the equipment maintained at your facility.*

- The equipment to be included as part of this service, is itemized in the List of Maintained Equipment in this service agreement

1.3 Customer Directed Support

With Customer Directed Support, Siemens will provide a trained and experienced specialist who will work under your direction. The intent of this service is to offer you labor assistance in completing a special project, or to meet a facility objective. Under this contract, *a Siemens Service Specialist will be on-site (2) days per year*. This time can be used as one full day or two half days to assist in fixes or programming discovered throughout a period. Additional time outside of the (1) day will be discounted at the preferred customer discounted rate.

Typical scenarios are:

- Help clarify questions regarding the system functionality
- Providing a specialist to complete special projects at the customer's direction
- Participate in customer's evaluation and planning of future expansion and/or change of facility use. Research setting trends and locating document information if required
- Evaluate & recommend system enhancements may be, and/or operations improved

1.4 Operator Coaching

Through our individual Operator Coaching, we will review and reinforce learned skills, leading to greater operator knowledge and productivity. Under this contract, *a Siemens Service Specialist will be on-site (2) days per year*. This service will ensure your operator's gain full utilization of the system implemented in your facility. *Siemens will assist your staff in identifying, verifying and resolving problems found in executing daily tasks*. During the coaching sessions, we can address system issues, assist your operators in becoming more self-sufficient and improve the skills of your operators to better meet the needs of your facility and their specific job responsibilities.

1.5 Data Protection & Data Recovery Services

Siemens will perform scheduled database back-ups of your Desigo Server database & graphics and / or field panel databases and provide safe storage of this critical business information. Should a catastrophic event occur, we will respond onsite (or online if such service is included in this service agreement) to reload the databases and system files from our stored backup copy, to restore your operation as soon as possible. The equipment to be included as part of this service, is itemized in the List of Maintained Equipment in this service agreement

1.6 Software and Network Maintenance

Siemens *Software Maintenance* addresses any programming errors, failed points, points in alarm, unresolved points or points in operator priority, both at the front-end workstation and at the field panel. We will perform this service using onsite visits and / or remote services.

Siemens *Network Maintenance* use a combination of proprietary diagnostic technology and network analysis software. Siemens will analyze, optimize and report on the performance of the systems networks. Proper network maintenance ensures the highest speed of alarming, accuracy of control, communication and reporting across the facilities. *Using network diagnostic tools, our proactive evaluation of the data network includes an analysis of bandwidth, disturbances, network traffic, communication over the network and overall operation.* Siemens may also make recommendations on changes to the core network infrastructure if structural limitations are identified during the analysis.

Remote Maintenance Capability

Siemens has set up the necessary software on the BAS workstation on site and ensured that the BAS can be logged in securely from a Siemens office. This ensures that Siemens can provide quick and efficient responses via remote log in to the Siemens BAS system at the City of Garden Grove. City of Garden Grove IT department will need to provide the requirements for the support of the remote connection for the duration that Siemens will perform service.

Data Security as a Basic Requirement

We value confidentiality and long-term partnerships. That is why we give the security of your data the highest priority. Before we implement an enhanced service package with remote support, we conduct an in-depth analysis of the situation, considering national and international regulations, technical infrastructures and industry specifics. Our service employees carefully evaluate your needs on an individual basis with a view toward information security.



1.7 Desigo Software Support and Updates

Siemens will provide you with software upgrades to your existing Siemens Desigo CC software as they are released. These upgrades include both Service Releases and all New Version Releases of Software. We will also provide corresponding support documentation outlining the features of the releases. These updates deliver the benefits of Siemens Industry, Inc. commitment to compatibility by design, a commitment unique in our industry. Workstations covered under this service are itemized in the List of Maintained Equipment. (Upgrades to PC's and related workstation hardware are excluded unless specified elsewhere.)

The *Desigo License Expires April 4th every year* and must be renewed on an annual basis to ensure functionality. It is more cost effective to renew licenses annually.

1.8 Instructor-Led Training

Siemens recognizes the importance of maximizing the efficiency of your facility systems and optimizing functionality. *Through training provided by Siemens, your organization will lower building costs while enhancing building performance.* Your employees will be able to provide more meaningful analysis of building operations data and build their professional development with Continuing Education Units through attending the mastery curriculum.

Preferred Service Agreement discounted price for the City of Garden Grove to have employees trained (3.5 days) at Siemens Cypress Branch Training Center is included for *three (3) City of Garden Grove Building Maintenance Staff* every year.

Automation Emergency Online/Phone Response (*Billable Service*)

Online system and software troubleshooting and diagnostics and phone support will not be provided under the coverage of this agreement. Siemens will respond to your request for emergency on-line/phone support, 24 Hours per Day, excluding holidays, upon receiving notification of an emergency, as determined by your staff and Siemens, but all service performed will be provided as a billable service. If remote diagnostics determine a site visit is required to resolve the problem, a technician can be dispatched. Depending on your contract coverage, the on-site dispatch will be covered or will be a billable service call.

Automation Emergency On-site Response (*Billable Service*)

Emergency Onsite Response is not included within the coverage of this agreement. Siemens will respond to your request for emergency on-site service as soon as staff is available. An emergency is determined by your staff and Siemens. All service performed will be provided as a billable service. Siemens will respond to your request for emergency onsite support, 24 hours per day, excluding holidays, upon receiving notification of an emergency, as determined by your staff and Siemens, but all service performed will be provided as a billable service.

Service Agreement Contract Characteristic

| Attributes | Response Times |
|--|---|
| Emergency Online/Phone Response | 24 x 7 (Billable) |
| Response time - onsite for critical components | 4-hours; 24 x 7 (Billable) |
| Response time - onsite for non-emergency | 24 x 7 (Billable) |
| Hours of Service | 24 x 7 (Billable) |
| Window for Call Handling | 24 x 7 – Availability to take your call |

*Labor and material costs for troubleshooting problems and repairing or replacing components are handled separately. These costs can be billable or included within your Repair and Replacement Coverage. See List of Maintained Equipment to view your current Repair and Replacement Coverage.

Siemens Service Portal

The Service Portal complements the personalized services you will receive from your local Siemens office by providing greater visibility into equipment and services delivered by Siemens. This web-based portal allows you the ability to confirm schedules, track repairs, manage agreements, generate reports, and access critical information; then share it across your entire enterprise quickly and efficiently. The Service Portal is a user-friendly way to increase your productivity and the value of your service program.

Exclusions and Clarifications

Unless expressly stated otherwise, Services do not include, and Siemens is not responsible for: (a) service or provision of consumable supplies, including but not limited to batteries and halon cylinder charging; (b) reinstallation or relocation of Equipment; (c) painting or refinishing of Equipment or surrounding surfaces; (d) changes to Services; (e) parts, accessories, attachments or other devices added to Equipment but not furnished by Siemens; (f) failure to continually provide suitable operating environment including, but not limited to, adequate space, ventilation, electrical power and protection from the elements; (g) the removal or reinstallation of replacement valves, dampers, waterflow and tamper switches, airflow stations, venting or draining systems, and any other permanently mounted integral pipe or air duct component; (h) replacement of more than 10% of refrigerant charge per piece of equipment per incident; (i) installation / removal, and / or rental fees for any temporary HVAC equipment if necessary; or (j) latent defects in the Equipment that cannot be discovered through the standard provision of the Services. Siemens is not responsible for services performed on any Equipment other than by Siemens or its agents.

Siemens will not be responsible for the maintenance, repair or replacement of, or Services necessitated by reason of: (a) non-maintainable, non-replaceable or obsolete parts of the Equipment, including but not limited to ductwork, shell and tubes, heat exchangers, coils, unit cabinets, casings, refractory material, electrical wiring, water and pneumatic piping, structural supports, cooling tower fill, slats and basins, etc. unless otherwise expressly stated elsewhere in this Proposal; or (b) negligence, abuse, misuse, improper or inadequate repairs or modifications, improper operation, lack of operator maintenance or skill, failure to comply with manufacturer's operating and environmental requirements.

Siemens is not responsible for repairs, replacements or services to Equipment due to corrosion, erosion, improper or inadequate water treatment by others, electrolytic or chemical action, or reasons beyond its reasonable control.

Service Team

An important benefit of your Service Agreement derives from having the trained building service personnel of Siemens Industry, Inc. familiar with your building systems. Our implementation team of local experts provides thorough, reliable service and scheduling for the support of your system.

Added to the team is a team of building experts at our Digital Service Center. The benefits you receive are less disruption to your employees at the site, less intrusive on the system at peak hours, fewer emissions for trucks rolled, and real time analytics with digital workspace hours.

Your Assigned Team of Service Professionals will include:

Joshua Clark – Account Executive manages the overall strategic service plan based upon your current and future service requirements for mechanical services.

Katarina Lindemann – Client Services Manager is responsible for ensuring that our contractual obligations are delivered, your expectations are being met and you are satisfied with the delivery of our services.

David Quezada – Primary Service Specialist is responsible for performing the ongoing service of your system.

TBD – Secondary Service Specialist who will be familiarized with your building systems to provide in-depth backup coverage.

Remote Services Specialist is responsible for remote services including report generation and backups.

Manny Bonilla – Service Operations Manager is responsible for managing the delivery of your entire support program and service requirements.

TBD – Service Coordinator is responsible for scheduling your planned maintenance visits and handling your emergency situations by taking the appropriate action.

TBD – Service Administrator is responsible for all service invoicing including both service agreement and service projects.



Terms and Conditions

To remain the same as current contract 2600083727

Agreement Terms for Investment

Services shall be provided at:

1. **City Hall:** 11222 Acacia Pkwy, Garden Grove, CA 92840
2. **Police Department:** 11301 Acacia Pkwy, Garden Grove, CA 92840
3. **The GEM Theater:** 12852 Main St, Garden Grove, CA 92840
4. **Additional Locations in Appendix A**

Siemens Industry, Inc. shall provide the services as identified in this Proposal and pursuant to the associated terms and conditions contained within.

Duration (Initial Term and Renewal): This Agreement shall remain in effect for an Initial Term of 3 Periods beginning 2020-12-01, with two additional option years. After the expiration of the Initial Term, this Agreement shall automatically renew for successive one-year periods. The Investments for each year after the Initial Term of the Agreement and each year of each renewal of this Agreement shall be determined as the immediate prior year's Investment plus an escalator of 3%. In addition, each renewal term pricing shall be adjusted for any additions or deletions to services selected for the renewal term.

Initial Term Investments:

| Period | Sell Price | Period Range | Billing Frequency |
|--------|------------|----------------------------|-------------------|
| 1 | \$54,635 | Dec 1, 2020 – Nov 30, 2021 | ANNUALLY |
| 2 | \$56,275 | Dec 1, 2021 – Nov 30, 2022 | ANNUALLY |
| 3 | \$57,960 | Dec 1, 2022 – Nov 30, 2023 | ANNUALLY |
| OY 1 | \$59,700 | Dec 1, 2023 – Nov 30, 2024 | ANNUALLY |
| OY 2 | \$61,490 | Dec 1, 2025 – Nov 30, 2026 | ANNUALLY |

*Amount Due in Advance Based on Billing Frequency

Applicable sales taxes are excluded from the Investments. The pricing quoted in this Proposal are firm for 30 days.

Signature Page

The Buyer acknowledges that when accepted by the Buyer and accepted by Siemens Industry, Inc., this Proposal and the Standard Terms and Conditions of Sale for Services, (together with any other documents incorporated into the forgoing) shall constitute the entire agreement of the parties with respect to its subject matter.

BY EXECUTION HEREOF, THE SIGNER CERTIFIES THAT (S)HE HAS READ ALL OF THE TERMS AND CONDITIONS AND DOCUMENTS, THAT SIEMENS INDUSTRY, INC. OR ITS REPRESENTATIVES HAVE MADE NO AGREEMENTS OR REPRESENTATIONS EXCEPT AS SET FORTH THEREIN, AND THAT (S)HE IS DULY AUTHORIZED TO EXECUTE THE SIGNATURE PAGE ON BEHALF OF THE BUYER.

Proposed By:

Siemens Industry, Inc.

Company

Joshua Clark

Name

4276385

Proposal #

Year-One Proposal Amount

January 4, 2021

Date

Accepted by:

City of Garden Grove

Company

Phil Carter

Name (Printed)

Signature

Title

Date

Purchase Order #

Appendix A: Additional Locations

| Location Name | Address | Zip | Functional Loc # |
|-----------------------------------|-----------------------|-------|------------------|
| Public Works | 13802 Newhope St. | 92843 | |
| Atlantis Play Center | 13630 Atlantis Way | 92844 | |
| Buena Clinton Center | 12661 Sunswept Ave | 92843 | |
| Chapman Library | 9182 Chapman Ave | 92841 | |
| City Hall | 11222 Acacia Pkwy | 92840 | |
| Community Meeting Center | 11300 Stanford Avenue | 92840 | |
| Courtyard Center/ Activity Center | 12732 Main Street | 92840 | |
| Eastgate Library (Tibor Rubin) | 11962 Bailey St | 92845 | |
| Eastgate Park | 12001 St. Mark | 92845 | |
| Edgar | 6203 Cerulean | 92845 | |
| Festive Amphitheatre | 12762 Main St | 92840 | |
| Gem Theater | 12852 Main St | 92840 | |
| Juvenile Justice | 11301 Acacia Pkwy | 92840 | |
| Magnolia Center | 11402 Magnolia | 92841 | |
| Police Annex | 11301 Acacia Pkwy | 92840 | |
| Police Department | 11301 Acacia Pkwy | 92840 | |
| Property & Evidence Building | 11301 Acacia Pkwy | 92840 | |
| Teen Center | 12001 St. Mark | 92845 | |
| West Haven Park | 12252 West St | 92840 | |
| Westgrove Park | 5372 Cerulean | 92845 | |
| Woodbury Pool | 13800 Rosita Pl. | 92843 | |
| Activity Center | | | |
| Community Service Center | | | |
| Credit Union | | | |
| Eastgate Theater | | | |

Appendix B: Dispatch Phone Numbers

Keep this page readily accessible for your reference in the event you need a service call.










| Description | Phone Numbers |
|-----------------------------|----------------|
| 24/7 Service / Dispatch: | (800) 806-0886 |
| Local Dispatch (8am - 5pm): | (714) 816-1444 |

Appendix C: Maintained Equipment – Automation

| Equipment Category | Equipment | Quantity | Notes |
|----------------------------|--------------------------------|----------|--|
| Control Systems | Desigo CC Software | 1 | |
| Siemens | Desigo CC Server | 1 | |
| System Performance Updates | Desigo CC Single Server Update | 1 | Software License Expires on 04/04 every year |
| Field Panels | PXC Modular | 9 | |
| Field Devices | TEC | 165 | |
| Field Devices | DXR | 49 | |
| System Performance | Automation Health Report | 4 | |

Appendix D: Training Classes

Desigo CC Master Operator Training Path

| | |
|--|---|
| Introduction to Desigo CC ST 101 (Web-Based) | |
|  1.5 Hours |  |
| Desigo CC Workstation I ST 9203 (Instructor-Led) | CEUs: 2.1 |
|  3.0 Days |  |
| Desigo CC Workstation II ST 9254 (Instructor-Led) | CEUs: 2.5 |
|  3.5 Days |  |
| Desigo CC Refresher (optional) ST 501 (Virtual Instructor-Led) | CEUs: 0.4 |
|  4 Hours |  |
| Desigo CC Master Operator ST 9273 (Instructor-Led) | CEUs: 2.1 |
|  3.0 Days |  |
| Virtual Instructor-Led Offering (optional) To enhance your Master Operator knowledge, we recommend completing at least one Virtual Instructor-Led (VILT) offering. View the VILT course offerings on page 20. | |

Desigo CC

Take control of your professional development by completing the Desigo CC Master Operator Training Path. The Desigo CC Master Operator Training Path provides the critical knowledge to confidently make informed decisions when navigating through the Desigo CC Management Station.

Each class in the path builds upon each other ending with a capstone scenario based training class. It is recommended that you complete the courses listed in the path in the order they are shown; from the top down. Upon successful completion of the entire path, you will receive Master Operator status.

Knowledge and skills assessments are part of the instructor-led classes to provide an opportunity for you to assess the knowledge gained during the class and prove your proficiency in operating a Desigo CC Management Station.

For experienced operators, a test-out is available for the ST 9203 - Desigo CC Workstation I class. The test-out is available at: www.siemens.com/esonline.

Introduction to Designo CC

Course Code: ST 101

Target Audience

For users who need an overview of the Designo CC Management Station.

Prerequisites

None

Description

This web-based training course provides an introduction to the Designo CC Management Station.

Objectives

Upon completion of the course, students should be able to:

- Understand how Designo CC pulls together multiple disciplines
- Understand the layout and workflow of Designo CC
- Use basic applications such as: Graphics, Event Treatment, Trending, Reporting and Scheduling

Topics

- Platform Design
- Workflow
- Applications



Designo CC Workstation I

Course Code: ST 9203

Target Audience

For users of Designo CC whose role is to perform day-to-day operations on a Designo CC Management Station.

Prerequisites

None

Description

Learn how to monitor and control your Designo CC Management Station through hands-on guided exercises and discussions. A scenario-based skills assessment at the end of the course allows you to put into practice the knowledge you have learned.

Objectives

Upon completion of the course, students should be able to:

- Perform Event Management
- Explain the workflow of Designo CC
- Navigate a Designo CC graphic
- Command and release points from a graphic
- Manually collect trend data
- Utilize Log Viewer to locate historical data
- Run, execute, modify and save reports
- Initiate Remote Notification

Topics

- Navigation
- Event Management
- Commanding from Graphics
- Trending
- Scheduler
- Log Viewer
- Reports
- Remote Notification
- Knowledge Assessment
- Skills Assessment



Designo CC Workstation II

Course Code: ST 9254

Target Audience

For advanced users of Designo CC whose role is to create and modify graphics, security groups and user accounts.

Prerequisites

ST 9203 - Designo CC Workstation I

Description

Building on Designo CC Workstation I, you will learn how to build and modify system objects. A scenario-based skills assessment at the end of the course allows you to put into practice the knowledge you have learned.

Objectives

Upon completion of the course, students should be able to:

- Modify intrinsic alarm settings
- Create notification class objects
- Modify an existing schedule
- Build a system schedule from scratch
- Modify an existing graphic
- Use the evaluation editor
- Understand how Designo CC uses the address book
- Create new users
- Configure security settings
- Use the log viewer to locate historical data
- Modify a report
- Create new scopes
- Use scopes to control user access to system objects
- Monitor an active remote notification
- Configure contact and escalation rules

Topics

- Alarm Configuration
- Scheduling
- Graphics
- Address Book
- Users and Security
- Log Viewer and Reports
- Scopes
- Remote Notification
- Knowledge Assessment
- Skills Assessment



Designo CC Refresher

Course Code: ST 501

Target Audience

For users of Designo CC who need to refresh their skills on the current market package of the Designo CC Management Station.

This course is optional and not required to earn Master Operator status.

Prerequisites

ST 9203 - Designo CC Workstation I and
ST 9254 - Designo CC Workstation II

Description

Refresh your knowledge on the Designo CC Management Station. You will interact with a live online instructor and other students to work through real-world scenarios using Designo CC.

This course is comprised of two 2 hour sessions that are taught virtually.

Objectives

Upon completion of the course, students should be able to:

- Use various treatment options to acknowledge and reset alarms
- Demonstrate how to command and release points
- Create new and open existing trends
- Configure the reports output definition to execute a report to a PDF file or an email
- Modify intrinsic alarm configurations and create event enrollment objects
- Build a BACnet object
- Utilize Simple, Linear and Discrete Evaluations
- Create Designo CC Users
- Create new and modify existing scopes
- Create new and modify existing Remote Notifications

Topics

- Alarm Configuration
- Graphics Editor
- Trending
- Reports
- Scopes



Designo CC Master Operator

Course Code: ST 9273

Target Audience

For advanced users of Designo CC whose role is to perform configuration changes and troubleshoot using the Designo CC Management Station.

Prerequisites

ST 9203 - Designo CC Workstation I and
ST 9254 - Designo CC Workstation II

Description

Configure and modify applications within Designo CC to increase your efficiency in monitoring and controlling building systems.

Upon successful completion of the training path, you will earn Master Operator status on the latest Designo CC market package.

Objectives

Upon completion of the course, students should be able to:

- Demonstrate automatic and non automatic symbol association
- Create point properties on a graphic
- Create graphical elements that appear and/or disappear on a graphic
- Modify a template graphic for all TECs of the same application
- Associate an object or a point to a document
- Apply custom views related for divisions, roles or equipment
- Perform database maintenance at the field panel level, project level and SQL server level
- Use Designo CC as a troubleshooting tool to identify an abnormal condition

Topics

- Troubleshooting
- Graphics
- Database Configuration
- Conditional Trending
- Reaction Processor
- User Accounts
- Security Groups
- Custom Scopes and Views
- Database Maintenance



PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is made this _____ day of _____, 2021, by the **CITY OF GARDEN GROVE**, a municipal corporation, ("CITY") and **Siemens Industry, Inc.**, herein after referred to as "CONTRACTOR".

RECITALS

The following recitals are a substantive part of this Agreement:

1. This Agreement is entered into pursuant to Garden Grove COUNCIL AUTHORIZATION, DATED _____.
2. CITY desires to utilize the services of CONTRACTOR to Provide all parts, equipment, material and labor to service the Siemens HVAC System at various locations in the City of Garden Grove.
3. CONTRACTOR is qualified by virtue of experience, training, education and expertise to accomplish services.

AGREEMENT

THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. **Term and Termination** The initial term of the agreement shall be for period of three (3) years from full execution of the agreement, with an option to extend said agreement additional two (2) years, for a total performance period of five (5) years. Option years shall be exercised one (1) year at a time, at the sole option of the CITY. This agreement may be terminated by the CITY without cause. In such event, the CITY will compensate CONTRACTOR for work performed to date in accordance with proposal which is attached as Attachment A and is hereby incorporated by reference. Contractor is required to present evidence to support performed work.
2. **Services to be Provided.** The services to be performed by CONTRACTOR shall consist of tasks as set forth in the Proposal. The Proposal is attached as Attachment A, and is incorporated herein by reference. The Proposal and this Agreement do not guarantee any specific amount of work.
3. **Compensation.** CONTRACTOR shall be compensated as follows:
 - 3.1 **AMOUNT.** Total Compensation under this agreement shall not exceed (NTE) the amount of One Hundred Sixty Thousand Eight Hundred Seventy Dollars (\$168,870.00) for the first three years, payable in arrears and in accordance with Page 14 of the Proposal in Attachment "A".

- 3.2 Payment. For work under this Agreement, payment shall be made per invoice for work completed. Within 45 day of delivery of goods or completion of performance of services, CONTRACTOR must promptly render an invoice to CITY or payment may be significantly delayed. For extra work not a part of this Agreement, a written authorization by CITY will be required, and payment shall be based on schedule included in Proposal (Attachment A).
- 3.3 Records of Expenses. CONTRACTOR shall keep complete and accurate records of all costs and expenses incidental to services covered by this Agreement. These records will be made available at reasonable times to CITY.
- 3.4 Termination. CITY and CONTRACTOR shall have the right to terminate this agreement, without cause, by giving thirty (30) days written notice of termination. If the Agreement is terminated by CITY, then the provisions of paragraph 3 would apply to that portion of the work completed.

4. Insurance requirements.

- 4.1 COMMENCEMENT OF WORK. CONTRACTOR shall not commence work under this Agreement until all certificates and endorsements have been received and approved by the CITY. All insurance required by this Agreement shall contain a Statement of Obligation on the part of the carrier to notify the CITY of any material change, cancellation, or termination at least thirty (30) days in advance.
- 4.2 WORKERS COMPENSATION INSURANCE. During the duration of this Agreement, CONTRACTOR and all subcontractors shall maintain Workers Compensation Insurance in the amount and type required by law, if applicable.
- 4.3 INSURANCE AMOUNTS. CONTRACTOR shall maintain the following insurance for the duration of this Agreement:
- (a) Commercial general liability in an amount of \$1,000,000.00 per occurrence **(claims made and modified occurrence policies are not acceptable)**; Insurance companies must be acceptable to CITY and have a Best's Guide Rating of A-, Class VII or better, as approved by the CITY.
 - (b) Automobile liability in an amount of \$1,000,000.00 combined single limit **(claims made and modified occurrence policies are not acceptable)**; Insurance companies must be acceptable to CITY and have a Best's

Guide Rating of A-, Class VII or better, as approved by the CITY.

An **On-Going and Completed Operations Additional Insured Endorsement** for the policy under section 4.3 (a) shall designate CITY, it's officers, officials, employees, agents, and volunteers as additional insureds for liability arising out of work or operations performed by or on behalf of the CONTRACTOR. CONTRACTOR shall provide to CITY proof of insurance and endorsement forms that conform to CITY's requirements, as approved by the CITY.

An Additional Insured Endorsement for the policy under section 4.3 (b) shall designate CITY, it's officers, officials, employees, agents, and volunteers as additional insureds for automobiles, owned, leased, hired, or borrowed by the CONTRACTOR. CONTRACTOR shall provide to CITY proof of insurance and endorsement forms that conform to CITY's requirements, as approved by the CITY.

For any claims related to this Agreement, CONTRACTOR's insurance coverage shall be primary insurance as respects CITY, it's officers, officials, employees, agents, and volunteers. Any insurance or self-insurance maintained by the CITY, it's officers, officials, employees, agents, and volunteers shall be excess of the CONTRACTOR's insurance and shall not contribute with it.

If CONTRACTOR maintains higher insurance limits than the minimums shown above, CONTRACTOR shall provide coverage for the higher insurance limits otherwise maintained by the CONTRACTOR.

5. **Non-Liability of Officials and Employees of the CITY.** No official or employee of CITY shall be personally liable to CONTRACTOR in the event of any default or breach by CITY, or for any amount which may become due to CONTRACTOR.
6. **Non-Discrimination.** CONTRACTOR covenants there shall be no discrimination against any person or group due to race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in any activity pursuant to this Agreement.
7. **Independent Contractor.** It is agreed to that CONTRACTOR shall act and be an independent contractor and not an agent or employee of the CITY, and shall obtain no rights to any benefits which accrue to CITY'S employees.
8. **Compliance with Law.** CONTRACTOR shall comply with all applicable laws, ordinances, codes, and regulations of the federal, state, and local government. CONTRACTOR shall comply with, and shall be responsible for causing all contractors and subcontractors performing any of the work pursuant to this

Agreement to comply with, all applicable federal and state labor standards, including, to the extent applicable, the prevailing wage requirements promulgated by the Director of Industrial Relations of the State of California Department of Labor. The City makes no warranty or representation concerning whether any of the work performed pursuant to this Agreement constitutes public works subject to the prevailing wage requirements.

9. **Notices.** All notices shall be personally delivered or mailed to the below listed address, or to such other addresses as may be designated by written notice. These addresses shall be used for delivery of service of process.

- | | | |
|----|--|---|
| a. | (Contractor) Siemens Industry, Inc., Attention: Zachary Weinman, Sales Manager 6141 Katella Avenue Cypress, CA 90630 | |
| b. | (Address of CITY) City of Garden Grove 11222 Acacia Parkway Garden Grove, CA 92840 | (with a copy to): Garden Grove City Attorney 11222 Acacia Parkway Garden Grove, CA 92840 |

10. **CONTRACTOR'S PROPOSAL.** This Agreement shall include CONTRACTOR'S proposal or bid which shall be incorporated herein by reference. In the event of any inconsistency between the terms of the proposal and this Agreement, this Agreement shall govern.
11. **Licenses, Permits, and Fees.** At its sole expense, CONTRACTOR shall obtain a Garden Grove Business License, all permits, and licenses as may be required by this Agreement.
12. **Familiarity with Work.** By executing this Agreement, CONTRACTOR warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the facilities, difficulties, and restrictions of the work under this Agreement. Should Contractor discover any latent or unknown conditions materially differing from those inherent in the work or as represented by CITY, it shall immediately inform CITY of this and shall not proceed, except at CONTRACTOR'S risk, until written instructions are received from CITY.
13. **Time of Essence.** Time is of the essence in the performance of this Agreement.
14. **Limitations Upon Subcontracting and Assignment.** The experience, knowledge, capability, and reputation of CONTRACTOR, its principals and employees were a substantial inducement for CITY to enter into this Agreement. CONTRACTOR shall not contract with any other entity to perform

the services required without written approval of the CITY. This Agreement may not be assigned voluntarily or by operation of law, without the prior written approval of CITY. If CONTRACTOR is permitted to subcontract any part of this Agreement, CONTRACTOR shall be responsible to CITY for the acts and omissions of its subcontractor as it is for persons directly employed. Nothing contained in this Agreement shall create any contractual relationship between any subcontractor and CITY. All persons engaged in the work will be considered employees of CONTRACTOR. CITY will deal directly with and will make all payments to CONTRACTOR.

15. **Authority to Execute.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement and that by executing this Agreement, the parties are formally bound.
16. **Indemnification.** To the fullest extent permitted by law, CONTRACTOR shall defend, and hold harmless CITY and its elective or appointive boards, officers, agents, and employees from any and all claims, liabilities, expenses, or damages of any nature, including attorneys' fees, for injury or death of any person, or damages of any nature, including interference with use of property, arising out of, or in any way connected with the negligence, recklessness and/or intentional wrongful conduct of CONTRACTOR, CONTRACTOR'S agents, officers, employees, subcontractors, or independent contractors hired by CONTRACTOR in the performance of the Agreement. The only exception to CONTRACTOR'S responsibility to protect, defend, and hold harmless CITY, is due to the negligence, recklessness and/or wrongful conduct of CITY, or any of its elective or appointive boards, officers, agents, or employees.

This hold harmless agreement shall apply to all liability regardless of whether any insurance policies are applicable. The policy limits do not act as a limitation upon the amount of indemnification to be provided by CONTRACTOR.

\\ \\ \\

(Agreement Signature Block on Next Page)

IN WITNESS THEREOF, these parties have executed this Agreement on the day and year shown below.

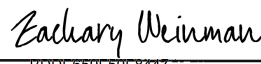
Date: 1/25/2021

"CITY"
CITY OF GARDEN GROVE
By: 
City Manager


ATTESTED:

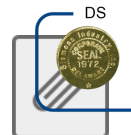
City Clerk

Date: 1/25/2021

"CONTRACTOR"
Siemens Industry, Inc.
By: 
Name: Zachary weinman
Title: Sales Manager
Date: 1/25/2021
Tax ID No. 13-2762488
Contractor's License: 758796
Expiration Date: 2/28/2021

If CONTRACTOR is a corporation, a Corporate Resolution and/or Corporate Seal is required. If a partnership, Statement of Partnership must be submitted to CITY.

APPROVED AS TO FORM:

Garden Grove City Attorney
1/19/2021
Date





PROPOSAL

**2020 Proven Outcomes Service Agreement - City of Garden Grove
2600083727**

PREPARED BY

**Siemens Industry Inc. – Los Angeles Branch
Automation & Mechanical Service Team**

PREPARED FOR

Phil Carter, *Public Works Manager*

DELIVERED ON

January 4, 2021

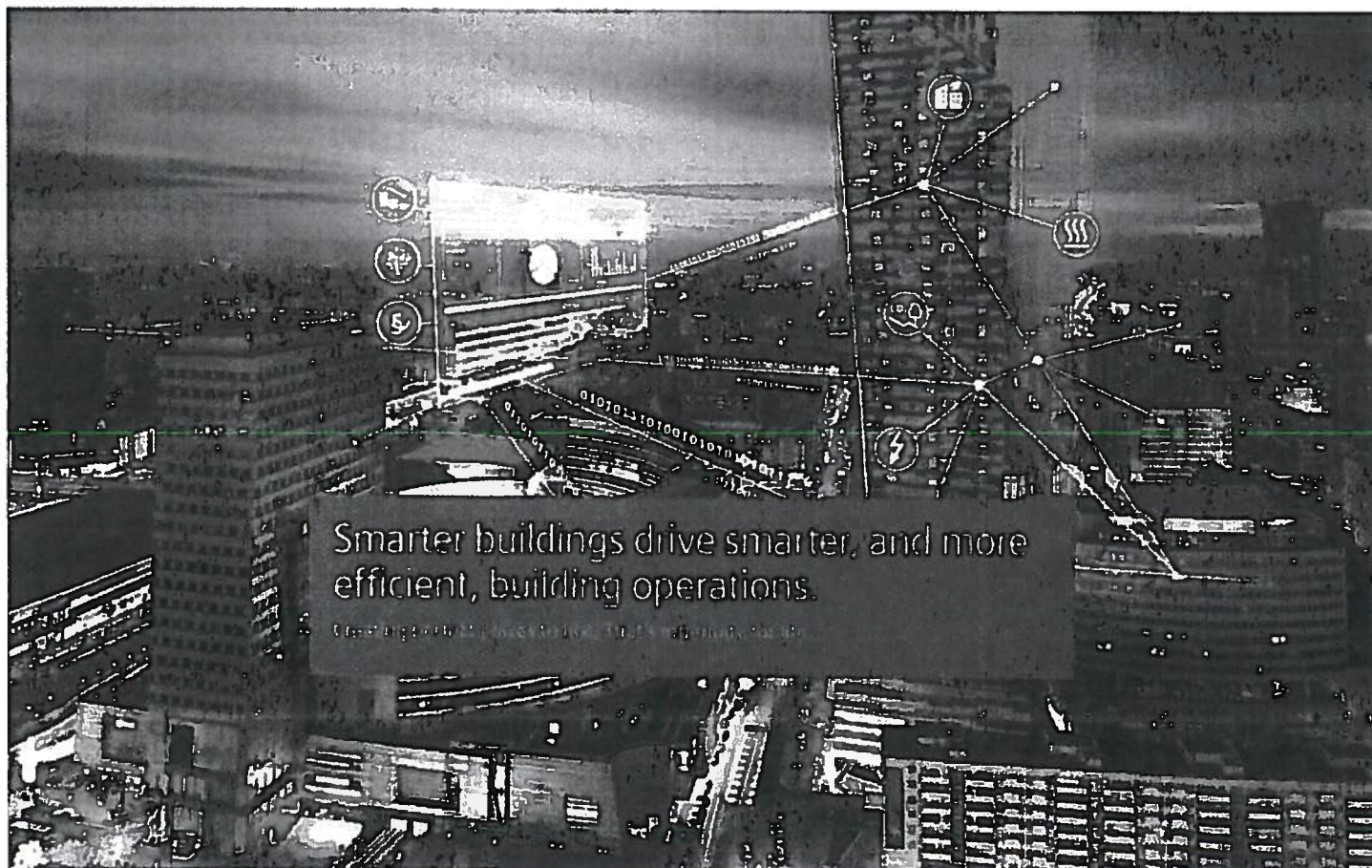




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Proposal Information

Date: January 4, 2021
Proposal #: 4276385

Created For:

Customer: City of Garden Grove
Address: 13802 Newhope Street
Garden Grove, CA 92843

Customer Contact: Phil Carter, Public Works
Telephone: (714) 741-5380
Email Address: philc@ggcity.org

Created By:

Siemens – Smart Infrastructure
6141 Katella Ave
Cypress, CA 90630

Sales Executive: Joshua Clark
Telephone: (714) 872-2850
Email Address: clark.joshua@siemens.com

Scope of Work: Perform Preventative Maintenance on the Building Automation System for the City at these locations (*Detailed Scope of Services on following pages*)

Recommendations: Siemens has suggested the city add the new Automation Equipment, as warranty does not include preventative maintenance.

Investment Options: See Page 4

Includes Tax: Yes (*On material needed to maintain your system*)



Executive Summary

City of Garden Grove has contracted Siemens Industry, Inc. to maintain their Siemens Energy Management System (EMS) also known as a Building Automation System (BAS) for the last several years and the contract is up for *renewal in December*.

Previously, there were six (6) locations covered under this contract that have BAS components, including 4 fire department locations. The fire department locations have been removed from this agreement, and fourteen (14) new locations have been added, which have Siemens BAS components that are helping maintain the City's energy & comfort goals. This proposed service solution, our Proven Outcomes Service Agreement, will proactively serve to protect the 2018 Energy Efficiency Upgrades as well as the other investments throughout the city by implementing a redesigned program of planned service tasks by our trained technical staff.

Customer Objective

The Proven Outcomes Services proposed in this agreement are specifically designed for the City of Garden Grove in order to meet their unique business needs. The top priority business needs were identified and agreed to in a series of discussions with City of Garden Grove and their teams.

The equipment, consisting of controllers, sensors, actuators, network cabling and software will require certain levels of maintenance, software/firmware updates and upgrades periodically in order to maintain a valid life cycle. The City will require Siemens' factory trained staff to provide preventive maintenance on the BAS controls and software as well as assist facility staff with customer directed support and training. With the addition of this equipment and the modifications to the HVAC equipment the City of Garden Grove can begin moving away from a customer directed contract to a proactive condition-based maintenance contract capitalizing on energy savings and maintaining their Return on Investment.

Preferred Customer Service Agreement Benefits

- Comfortable employees & building occupants
- Discounted software upgrades (*additional price provided in this case*)
- Discounted online support rate (*approx. 20% discount*)
- Discounted labor rate (*approx. 30% discount*) and materials rate (*60% discount*)
- Discounted customer training
- Preference for online/onsite support over non-service agreement customers
- Hands on Preventive Maintenance by factory trained Siemens specialists
- Protects initial investment and minimizes energy & operational costs
- Minimizes downtime
- City facility staff interaction with dedicated Siemens specialists & account management team



Siemens Capabilities & Customer Commitment

Siemens Industry, Inc. is a leading single-source provider of cost-effective facility performance solutions for the comfort, life safety, security, energy efficiency and operation of some of the most technically advanced buildings in the world. For more than 150 years, Siemens has built a culture of long-term commitment to customers through innovation and technology. Siemens is a financially strong global organization with a Branch network that delivers personalized service and support to customers in multiple industries and locations. *References are available upon request.*

The Vision for Proven Outcomes Approach

This agreement will serve as the cornerstone of a relationship whereby Siemens Industry, Inc. assists City of Garden Grove to create an ideal atmosphere for the occupants and employees in a highly efficient manner with exceptional quality and comfort outcomes.

Scope of Services to be Provided by Siemens

- | | |
|--|---|
| 1. Building Services – Automation 1.1. Automation Health Report 1.2. Preventative Maintenance 1.3. Customer Directed Support 1.4. Operator Coaching | 1.5. Data Protection & Recovery Service 1.6. Network & Software Maintenance 1.7. Software Support & Updates 1.8. Customer Training |
|--|---|

Our Service Approach

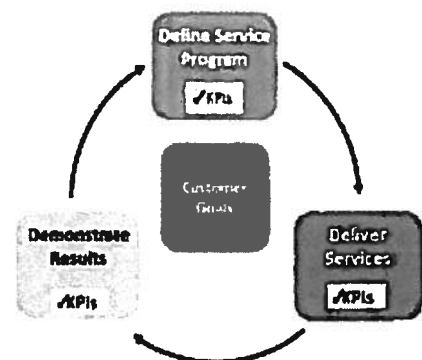
Proven Outcomes Service is a performance-based service philosophy designed to better help customers achieve their business goals. Through it we define a tailored service program, deliver outcomes and demonstrate results, all based on customer-specific benchmarks for success.

You have goals. Siemens helps ensure you meet them. With our Proven Outcomes service philosophy, your business objectives become the cornerstone of a tailored service program. You can trust our services to deliver the outcomes you require, from maximizing up time to increasing efficiency and extending system life.
Built around your goals

With Proven Outcomes Service is built around your specific goals. We work with you to understand your drivers, needs and challenges. Key Performance Indicators (KPIs) are agreed upon and we work collaboratively to ensure all targets are met.

Our Approach

Our Proven Outcomes Service Framework has three (3) primary components:





Define

We work with you to understand your goals and strategies, and ultimately Key Performance Indicators (KPI's). By establishing KPI's, we ensure that a service program is designed with them in mind, so the expected results will be achieved and measured.

Deliver

We deliver services that are directly aligned with the expected outcomes (KPI's). This helps to ensure that the services and tasks are aligned with your goals. In addition, we provide transparency to the services as they are performed.

Demonstrate

We quantify performance against your KPI's and review this performance with you on a quarterly basis. We also review any recommendations for improvement and establish next steps with you. This keeps the services we provide relevant to your needs. The Proven Outcomes Service Framework is a collaborative approach which ensures that we work together and ultimately help you achieve organizational outcomes.

Established Key Performance Indicators (KPIs)

Goal Alignment

Garden Grove has a massive footprint with multiple city facility locations that need attention. The city has a multitude of facility goals. Siemens can have a direct impact on many of these, which are measurable.

The Proven Outcomes Service plan herein is written with these goals as the drivers. The primary focus for Garden Grove is the *safety, comfort, productiveness and energy efficiency* of the areas that were recently upgraded. An additional focus is maintaining an *ease of use factor* when certain facilities are begin used after hours to ensure comfort and productivity ensuring job satisfaction. Lastly, Garden Grove intends to support the first two objectives by *maintaining a Mastery level of competence* with their Energy Management System.

Garden Grove and Siemens will have *semi-annual meetings* to monitor progress and brainstorm for the following years Key Performance Indicators. This contract is specifically designed for Garden Grove to meet the mutually agreed upon specific business needs below for Year-One:



1. **Improve Facility's Staff knowledge of Siemens Desigo Command Center (CC) EMS / BAS**
 - 1.1. *KPI – Utilize the training allotments to send Facility Staff to a Siemens Instructor-Led Training in Cypress until Mastery of the system is achieved*
 - 1.1.1. *Master Operator Program guidelines as seen in Appendix E*
 - 1.1.2. *Two (2) members have already attended the Desigo I*
2. **Improve Occupant Comfort Through Preventive Maintenance and Correcting Issues**
 - 2.1. *KPI – Less than 5% of Failed Points within the System*
 - 2.2. *KPI – Less than 10% of points in Operator*
3. **Identify Scheduling Issue with the Council Chambers at City Hall**
 - 3.1. *KPI – Maintain 90% satisfaction level with the cooling schedule*
4. **Identify HVAC Mechanical Equipment that is not Operating Properly**
 - 4.1. *KPI – Provide a deficiency report with key items that need immediate attention*

Building Services – Automation

1.1 Automation Health Reporting

On a *quarterly basis*, Siemens will provide an Automation Health report to show a snapshot on the 'health' of the system. Results from the previous report will be tracked within this report to show progress. This process of collecting data and analyzing the data provides our specialists with baselines for measurements of the systems key components. Siemens will provide feedback within the report to recommend actions for continuous system improvement. This report is to run without interruption to the system.

Automation Health Issue Resolution

On a *quarterly basis*, Siemens will utilize the specialist to address items identified through our Automation Health Report – discussed above. The intent is to ensure that the building automation system running your facilities remains in peak operating conditions. Items to be addressed as a result of the Automation Health Report may include failed point resolution, alarm management, addressing temperatures and humidity's chronically out of range, etc. This may be done in conjunction with Customer Directed Support or Operator Coaching to help your staff address these issues in the future.

1.2 Preventive Maintenance

We will be provided in accordance with a program of routines as determined by our experience, equipment application and location. Automation controls can drift out of calibration with changes in HVAC component performance characteristics, building use, and climatic conditions. *This service will extend equipment life, reduce energy consumption, and reduce the risk of costly and disruptive breakdowns.*



Based on the site requirement, site conditions and equipment present at the site, some of the tasks performed during preventive maintenance include the following:

- Visually Inspect cabinet and observe operating environment
- Check Diagnostic LEDs and electrical wiring and tighten loose connections
- Identify overridden HOA Switches
- Review with the customer before attempting to change/correct
- Verify supply air pressure to the panel, if applicable
- Pinch branch line and check for leaks (Pressure drop), if applicable
- Check for air leaks and oil or water contamination
- Ensure all wiring and tubing is dressed properly
- Secure all loose components in panel
- Clean as necessary

Note: The tasks mentioned above are generic tasks. All the above tasks may or may not be performed based on the equipment maintained at your facility.

- The equipment to be included as part of this service, is itemized in the List of Maintained Equipment in this service agreement

1.3 Customer Directed Support

With Customer Directed Support, Siemens will provide a trained and experienced specialist who will work under your direction. The intent of this service is to offer you labor assistance in completing a special project, or to meet a facility objective. Under this contract, a Siemens Service Specialist will be on-site (2) days per year. This time can be used as one full day or two half days to assist in fixes or programming discovered throughout a period. Additional time outside of the (1) day will be discounted at the preferred customer discounted rate.

Typical scenarios are:

- Help clarify questions regarding the system functionality
- Providing a specialist to complete special projects at the customer's direction
- Participate in customer's evaluation and planning of future expansion and/or change of facility use. Research setting trends and locating document information if required
- Evaluate & recommend system enhancements may be, and/or operations improved

1.4 Operator Coaching

Through our individual Operator Coaching, we will review and reinforce learned skills, leading to greater operator knowledge and productivity. Under this contract, a Siemens Service Specialist will be on-site (2) days per year. This service will ensure your operator's gain full utilization of the system implemented in your facility. Siemens will assist your staff in identifying, verifying and resolving problems found in executing daily tasks. During the coaching sessions, we can address system issues, assist your operators in becoming more self-sufficient and improve the skills of your operators to better meet the needs of your facility and their specific job responsibilities.



1.5 Data Protection & Data Recovery Services

Siemens will perform scheduled database back-ups of your Desigo Server database & graphics and / or field panel databases and provide safe storage of this critical business information. Should a catastrophic event occur, we will respond onsite (or online if such service is included in this service agreement) to reload the databases and system files from our stored backup copy, to restore your operation as soon as possible. The equipment to be included as part of this service, is itemized in the List of Maintained Equipment in this service agreement

1.6 Software and Network Maintenance

Siemens Software Maintenance addresses any programming errors, failed points, points in alarm, unresolved points or points in operator priority, both at the front-end workstation and at the field panel. We will perform this service using onsite visits and / or remote services.

Siemens Network Maintenance use a combination of proprietary diagnostic technology and network analysis software. Siemens will analyze, optimize and report on the performance of the systems networks. Proper network maintenance ensures the highest speed of alarming, accuracy of control, communication and reporting across the facilities. *Using network diagnostic tools, our proactive evaluation of the data network includes an analysis of bandwidth, disturbances, network traffic, communication over the network and overall operation. Siemens may also make recommendations on changes to the core network infrastructure if structural limitations are identified during the analysis.*

Remote Maintenance Capability

Siemens has set up the necessary software on the BAS workstation on site and ensured that the BAS can be logged in securely from a Siemens office. This ensures that Siemens can provide quick and efficient responses via remote log in to the Siemens BAS system at the City of Garden Grove. City of Garden Grove IT department will need to provide the requirements for the support of the remote connection for the duration that Siemens will perform service.

Data Security as a Basic Requirement

We value confidentiality and long-term partnerships. That is why we give the security of your data the highest priority. Before we implement an enhanced service package with remote support, we conduct an in-depth analysis of the situation, considering national and international regulations, technical infrastructures and industry specifics. Our service employees carefully evaluate your needs on an individual basis with a view toward information security.



1.7 Desigo Software Support and Updates

Siemens will provide you with software upgrades to your existing Siemens Desigo CC software as they are released. These upgrades include both Service Releases and all New Version Releases of Software. We will also provide corresponding support documentation outlining the features of the releases. These updates deliver the benefits of Siemens Industry, Inc. commitment to compatibility by design, a commitment unique in our industry. Workstations covered under this service are itemized in the List of Maintained Equipment. (Upgrades to PC's and related workstation hardware are excluded unless specified elsewhere.)

The Desigo License Expires April 4th every year and must be renewed on an annual basis to ensure functionality. It is more cost effective to renew licenses annually.

1.8 Instructor-Led Training

Siemens recognizes the importance of maximizing the efficiency of your facility systems and optimizing functionality. *Through training provided by Siemens, your organization will lower building costs while enhancing building performance. Your employees will be able to provide more meaningful analysis of building operations data and build their professional development with Continuing Education Units through attending the mastery curriculum.*

Preferred Service Agreement discounted price for the City of Garden Grove to have employees trained (3.5 days) at Siemens Cypress Branch Training Center is included for three (3) City of Garden Grove Building Maintenance Staff every year.

Automation Emergency Online/Phone Response (Billable Service)

Online system and software troubleshooting and diagnostics and phone support will not be provided under the coverage of this agreement. Siemens will respond to your request for emergency on-line/phone support, 24 Hours per Day, excluding holidays, upon receiving notification of an emergency, as determined by your staff and Siemens, but all service performed will be provided as a billable service. If remote diagnostics determine a site visit is required to resolve the problem, a technician can be dispatched. Depending on your contract coverage, the on-site dispatch will be covered or will be a billable service call.

Automation Emergency On-site Response (Billable Service)

Emergency Onsite Response is not included within the coverage of this agreement. Siemens will respond to your request for emergency on-site service as soon as staff is available. An emergency is determined by your staff and Siemens. All service performed will be provided as a billable service. Siemens will respond to your request for emergency onsite support, 24 hours per day, excluding holidays, upon receiving notification of an emergency, as determined by your staff and Siemens, but all service performed will be provided as a billable service.



Service Agreement Contract Characteristic

| Attributes | Response Times |
|--|---|
| Emergency Online/Phone Response | 24 x 7 (Billable) |
| Response time - onsite for critical components | 4-hours; 24 x 7 (Billable) |
| Response time - onsite for non-emergency | 24 x 7 (Billable) |
| Hours of Service | 24 x 7 (Billable) |
| Window for Call Handling | 24 x 7 – Availability to take your call |

*Labor and material costs for troubleshooting problems and repairing or replacing components are handled separately. These costs can be billable or included within your Repair and Replacement Coverage. See List of Maintained Equipment to view your current Repair and Replacement Coverage.

Siemens Service Portal

The Service Portal complements the personalized services you will receive from your local Siemens office by providing greater visibility into equipment and services delivered by Siemens. This web-based portal allows you the ability to confirm schedules, track repairs, manage agreements, generate reports, and access critical information; then share it across your entire enterprise quickly and efficiently. The Service Portal is a user-friendly way to increase your productivity and the value of your service program.



Exclusions and Clarifications

Unless expressly stated otherwise, Services do not include, and Siemens is not responsible for: (a) service or provision of consumable supplies, including but not limited to batteries and halon cylinder charging; (b) reinstallation or relocation of Equipment; (c) painting or refinishing of Equipment or surrounding surfaces; (d) changes to Services; (e) parts, accessories, attachments or other devices added to Equipment but not furnished by Siemens; (f) failure to continually provide suitable operating environment including, but not limited to, adequate space, ventilation, electrical power and protection from the elements; (g) the removal or reinstallation of replacement valves, dampers, waterflow and tamper switches, airflow stations, venting or draining systems, and any other permanently mounted integral pipe or air duct component; (h) replacement of more than 10% of refrigerant charge per piece of equipment per incident; (i) installation / removal, and / or rental fees for any temporary HVAC equipment if necessary; or (j) latent defects in the Equipment that cannot be discovered through the standard provision of the Services. Siemens is not responsible for services performed on any Equipment other than by Siemens or its agents.

Siemens will not be responsible for the maintenance, repair or replacement of, or Services necessitated by reason of: (a) non-maintainable, non-replaceable or obsolete parts of the Equipment, including but not limited to ductwork, shell and tubes, heat exchangers, coils, unit cabinets, casings, refractory material, electrical wiring, water and pneumatic piping, structural supports, cooling tower fill, slats and basins, etc. unless otherwise expressly stated elsewhere in this Proposal; or (b) negligence, abuse, misuse, improper or inadequate repairs or modifications, improper operation, lack of operator maintenance or skill, failure to comply with manufacturer's operating and environmental requirements.

Siemens is not responsible for repairs, replacements or services to Equipment due to corrosion, erosion, improper or inadequate water treatment by others, electrolytic or chemical action, or reasons beyond its reasonable control.



Service Team

An important benefit of your Service Agreement derives from having the trained building service personnel of Siemens Industry, Inc. familiar with your building systems. Our implementation team of local experts provides thorough, reliable service and scheduling for the support of your system.

Added to the team is a team of building experts at our Digital Service Center. The benefits you receive are less disruption to your employees at the site, less intrusive on the system at peak hours, fewer emissions for trucks rolled, and real time analytics with digital workspace hours.

Your Assigned Team of Service Professionals will include:

Joshua Clark – Account Executive manages the overall strategic service plan based upon your current and future service requirements for mechanical services.

Katarina Lindemann – Client Services Manager is responsible for ensuring that our contractual obligations are delivered, your expectations are being met and you are satisfied with the delivery of our services.

David Quezada – Primary Service Specialist is responsible for performing the ongoing service of your system.

TBD – Secondary Service Specialist who will be familiarized with your building systems to provide in-depth backup coverage.

Remote Services Specialist is responsible for remote services including report generation and backups.

Manny Bonilla – Service Operations Manager is responsible for managing the delivery of your entire support program and service requirements.

TBD – Service Coordinator is responsible for scheduling your planned maintenance visits and handling your emergency situations by taking the appropriate action.

TBD – Service Administrator is responsible for all service invoicing including both service agreement and service projects.



Terms and Conditions

To remain the same as current contract 2600083727

Agreement Terms for Investment

Services shall be provided at:

1. **City Hall:** 11222 Acacia Pkwy, Garden Grove, CA 92840
2. **Police Department:** 11301 Acacia Pkwy, Garden Grove, CA 92840
3. **The GEM Theater:** 12852 Main St, Garden Grove, CA 92840
4. **Additional Locations in Appendix A**

Siemens Industry, Inc. shall provide the services as identified in this Proposal and pursuant to the associated terms and conditions contained within.

Duration (Initial Term and Renewal): This Agreement shall remain in effect for an Initial Term of 3 Periods beginning 2020-12-01, with two additional option years. After the expiration of the Initial Term, this Agreement shall automatically renew for successive one-year periods. The Investments for each year after the Initial Term of the Agreement and each year of each renewal of this Agreement shall be determined as the immediate prior year's Investment plus an escalator of 3%. In addition, each renewal term pricing shall be adjusted for any additions or deletions to services selected for the renewal term.

Initial Term Investments:

| Period | Sell Price | Period Range | Billing Frequency |
|--------|------------|----------------------------|-------------------|
| 1 | \$54,635 | Dec 1, 2020 – Nov 30, 2021 | ANNUALLY |
| 2 | \$56,275 | Dec 1, 2021 – Nov 30, 2022 | ANNUALLY |
| 3 | \$57,960 | Dec 1, 2022 – Nov 30, 2023 | ANNUALLY |
| OY 1 | \$59,700 | Dec 1, 2023 – Nov 30, 2024 | ANNUALLY |
| OY 2 | \$61,490 | Dec 1, 2025 – Nov 30, 2026 | ANNUALLY |

*Amount Due in Advance Based on Billing Frequency

Applicable sales taxes are excluded from the Investments. The pricing quoted in this Proposal are firm for 30 days.



Signature Page

The Buyer acknowledges that when accepted by the Buyer and accepted by Siemens Industry, Inc., this Proposal and the Standard Terms and Conditions of Sale for Services, (together with any other documents incorporated into the forgoing) shall constitute the entire agreement of the parties with respect to its subject matter.

BY EXECUTION HEREOF, THE SIGNER CERTIFIES THAT (S)HE HAS READ ALL OF THE TERMS AND CONDITIONS AND DOCUMENTS, THAT SIEMENS INDUSTRY, INC. OR ITS REPRESENTATIVES HAVE MADE NO AGREEMENTS OR REPRESENTATIONS EXCEPT AS SET FORTH THEREIN, AND THAT (S)HE IS DULY AUTHORIZED TO EXECUTE THE SIGNATURE PAGE ON BEHALF OF THE BUYER.

Proposed By:

Siemens Industry, Inc.

Company

Joshua Clark

Name

4276385

Proposal #

Year-One Proposal Amount

January 4, 2021

Date

Accepted by:

City of Garden Grove

Company

Phil Carter

Name (Printed)

Signature

Title

Date

Purchase Order #



Appendix A: Additional Locations

| Location Name | Address | Zip | Functional Loc # |
|-----------------------------------|-----------------------|-------|------------------|
| Public Works | 13802 Newhope St. | 92843 | |
| Atlantis Play Center | 13630 Atlantis Way | 92844 | |
| Buena Clinton Center | 12661 Sunswept Ave | 92843 | |
| Chapman Library | 9182 Chapman Ave | 92841 | |
| City Hall | 11222 Acacia Pkwy | 92840 | |
| Community Meeting Center | 11300 Stanford Avenue | 92840 | |
| Courtyard Center/ Activity Center | 12732 Main Street | 92840 | |
| Eastgate Library (Tibor Rubin) | 11962 Bailey St | 92845 | |
| Eastgate Park | 12001 St. Mark | 92845 | |
| Edgar | 6203 Cerulean | 92845 | |
| Festive Amphitheatre | 12762 Main St | 92840 | |
| Gem Theater | 12852 Main St | 92840 | |
| Juvenile Justice | 11301 Acacia Pkwy | 92840 | |
| Magnolia Center | 11402 Magnolia | 92841 | |
| Police Annex | 11301 Acacia Pkwy | 92840 | |
| Police Department | 11301 Acacia Pkwy | 92840 | |
| Property & Evidence Building | 11301 Acacia Pkwy | 92840 | |
| Teen Center | 12001 St. Mark | 92845 | |
| West Haven Park | 12252 West St | 92840 | |
| Westgrove Park | 5372 Cerulean | 92845 | |
| Woodbury Pool | 13800 Rosita Pl. | 92843 | |
| Activity Center | | | |
| Community Service Center | | | |
| Credit Union | | | |
| Eastgate Theater | | | |

Appendix B: Dispatch Phone Numbers

Keep this page readily accessible for your reference in the event you need a service call.

| Description | Phone Numbers |
|------------------------------------|-----------------------|
| 24/7 Service / Dispatch: | (800) 806-0886 |
| Local Dispatch (8am - 5pm): | (714) 816-1444 |













Appendix C: Maintained Equipment – Automation

| Equipment Category | Equipment | Quantity | Notes |
|----------------------------|--------------------------------|----------|--|
| Control Systems | Desigo CC Software | 1 | |
| Siemens | Desigo CC Server | 1 | |
| System Performance Updates | Desigo CC Single Server Update | 1 | Software License Expires on 04/04 every year |
| Field Panels | PXC Modular | 9 | |
| Field Devices | TEC | 165 | |
| Field Devices | DXR | 49 | |
| System Performance | Automation Health Report | 4 | |



Appendix D: Training Classes

Desigo CC Master Operator Training Path

| | | |
|--|--|--|
| Introduction to Desigo CC ST 101 (Web-Based) |  Hours |  |
| Desigo CC Workstation I ST 9203 (Instructor-Led) |  3.0 Days | CEUs: 2.1  |
| Desigo CC Workstation II ST 9254 (Instructor-Led) |  3.5 Days | CEUs: 2.5  |
| Desigo CC Refresher (optional) ST 501 (Virtual Instructor-Led) |  Hours | CEUs: 0.4  |
| Desigo CC Master Operator ST 9273 (Instructor-Led) |  3.0 Days | CEUs: 2.1  |
| Virtual Instructor Led Offering (optional) To enhance your Master Operator knowledge, we recommend completing at least one Virtual Instructor-Led (VILT) offering. | | |
| View the VILT course offerings on page 20 | | |

Desigo CC

Take control of your professional development by completing the Desigo CC Master Operator Training Path. The Desigo CC Master Operator Training Path provides the critical knowledge to confidently make informed decisions when navigating through the Desigo CC Management Station.

Each class in the path builds upon each other ending with a capstone scenario based training class. It is recommended that you complete the courses listed in the path in the order they are shown; from the top down. Upon successful completion of the entire path, you will receive Master Operator status.

Knowledge and skills assessments are part of the instructor-led classes to provide an opportunity for you to assess the knowledge gained during the class and prove your proficiency in operating a Desigo CC Management Station.

For experienced operators, a test-out is available for the ST 9203 - Desigo CC Workstation I class. The test-out is available at: www.siemens.com/esonline.



Introduction to Desigo CC

Course Code: ST 101

Target Audience

For users who need an overview of the Desigo CC Management Station.

Prerequisites

None

Description

This web-based training course provides an introduction to the Desigo CC Management Station.

Objectives

Upon completion of the course, students should be able to:

- Understand how Desigo CC pulls together multiple disciplines
- Understand the layout and workflow of Desigo CC
- Use basic applications such as: Graphics, Event Treatment, Trending, Reporting and Scheduling

Topics

- Platform Design
- Workflow
- Applications



Desigo CC Workstation I

Course Code: ST 9203

Target Audience

For users of Desigo CC whose role is to perform day-to-day operations on a Desigo CC Management Station.

Prerequisites

None

Description

Learn how to monitor and control your Desigo CC Management Station through hands-on guided exercises and discussions. A scenario-based skills assessment at the end of the course allows you to put into practice the knowledge you have learned.

Objectives

Upon completion of the course, students should be able to:

- Perform Event Management
- Explain the workflow of Desigo CC
- Navigate a Desigo CC graphic
- Command and release points from a graphic
- Manually collect trend data
- Utilize Log Viewer to locate historical data
- Run, execute, modify and save reports
- Initiate Remote Notification

Topics

- Navigation
- Event Management
- Commanding from Graphics
- Trending
- Scheduler
- Log Viewer
- Reports
- Remote Notification
- Knowledge Assessment
- Skills Assessment



Desigo CC Workstation II

Course Code: ST 9254

Target Audience

For advanced users of Desigo CC whose role is to create and modify graphics, security groups and user accounts.

Prerequisites

ST 9203 - Desigo CC Workstation I

Description

Building on Desigo CC Workstation I, you will learn how to build and modify system objects. A scenario-based skills assessment at the end of the course allows you to put into practice the knowledge you have learned.

Objectives

Upon completion of the course, students should be able to:

- Modify intrinsic alarm settings
- Create notification class objects
- Modify an existing schedule
- Build a system schedule from scratch
- Modify an existing graphic
- Use the evaluation editor
- Understand how Desigo CC uses the address book
- Create new users
- Configure security settings
- Use the log viewer to locate historical data
- Modify a report
- Create new scopes
- Use scopes to control user access to system objects
- Monitor an active remote notification
- Configure contact and escalation rules

Topics

- Alarm Configuration
- Scheduling
- Graphics
- Address Book
- Users and Security
- Log Viewer and Reports
- Scopes
- Remote Notification
- Knowledge Assessment
- Skills Assessment





Desigo CC Refresher

Course Code: ST 501

Target Audience

For users of Desigo CC who need to refresh their skills on the current market package of the Desigo CC Management Station.

This course is optional and not required to earn Master Operator status.

Prerequisites

ST 9203 - Desigo CC Workstation I and ST 9254 - Desigo CC Workstation II

Description

Refresh your knowledge on the Desigo CC Management Station. You will interact with a live online instructor and other students to work through real-world scenarios using Desigo CC.

This course is comprised of two 2 hour sessions that are taught virtually.

Objectives

Upon completion of the course, students should be able to:

- Use various treatment options to acknowledge and reset alarms
- Demonstrate how to command and release points
- Create new and open existing trends
- Configure the reports output definition to execute a report to a PDF file or an email
- Modify intrinsic alarm configurations and create event enrollment objects
- Build a BACnet object
- Utilize Simple, Linear and Discrete Evaluations
- Create Desigo CC Users
- Create new and modify existing scopes
- Create new and modify existing Remote Notifications

Topics

- Alarm Configuration
- Graphics Editor
- Trending
- Reports
- Scopes



Desigo CC Master Operator

Course Code: ST 9273

Target Audience

For advanced users of Desigo CC whose role is to perform configuration changes and troubleshoot using the Desigo CC Management Station.

Prerequisites

ST 9203 - Desigo CC Workstation I and ST 9254 - Desigo CC Workstation II

Description

Configure and modify applications within Desigo CC to increase your efficiency in monitoring and controlling building systems.

Upon successful completion of the training path, you will earn Master Operator status on the latest Desigo CC market package.

Objectives

Upon completion of the course, students should be able to:

- Demonstrate automatic and non automatic symbol association
- Create point properties on a graphic
- Create graphical elements that appear and/or disappear on a graphic
- Modify a template graphic for all TECs of the same application
- Associate an object or a point to a document
- Apply custom views related for divisions, roles or equipment
- Perform database maintenance at the field panel level, project level and SQL server level
- Use Desigo CC as a troubleshooting tool to identify an abnormal condition

Topics

- Troubleshooting
- Graphics
- Database Configuration
- Conditional Trending
- Reaction Processor
- User Accounts
- Security Groups
- Custom Scopes and Views
- Database Maintenance



City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To: Scott C. Stiles From: Teresa Pomeroy

Dept.: City Manager Dept.: City Clerk

Subject: Receive and file minutes Date: 2/9/2021
from the meeting held on
January 26, 2021. (*Action
Item*)

Attached are the minutes from the meeting held on January 26, 2021, recommended to be received and filed as submitted or amended.

ATTACHMENTS:

| Description | Upload Date | Type | File Name |
|--------------------|--------------------|-------------|-----------------------|
| Minutes | 2/3/2021 | Minutes | cc-min_01_26_2021.pdf |

remembered as a selfless defender and protector of our community with the utmost of integrity, commitment, professionalism, and love for his family.

The motion to add and adopt a Resolution of Commendation in honor of Lieutenant John Reynolds was carried by the following vote:

The motion carried by a 7-0 vote as follows:

Ayes: (7) Brietigam, O'Neill, D. Nguyen, Bui, Klopfenstein,
K. Nguyen, Jones
Noes: (0) None

INFORMATION ON THE 46TH ANNUAL AMERICANA AWARDS AS PRESENTED BY HOWARD KUMMERMAN, EXECUTIVE DIRECTOR OF CYPRESS COLLEGE FOUNDATION (F: 52.3)

Executive Director Howard Kummerman with the Cypress College Foundation invited the Mayor and Council Members to a virtual award ceremony on Saturday, February 27, 2021, for a reunion of the Cypress College Americana Award recipients.

ORAL COMMUNICATIONS

Speakers: None.

Written Communications: Craig Durfey.

RECESS

At 6:40 p.m., Mayor Jones recessed the meeting.

RECONVENE

At 6:48 p.m., Mayor Jones reconvened the meeting telephonically with Council Members Brietigam, O'Neill, D. Nguyen, Klopfenstein, and K. Nguyen present.

Council Member Bui left the meeting at 6:40 p.m.

ADOPTION OF A RESOLUTION OF COMMENDATION FOR CALOPTIMA'S PACE PROGRAM DELIVERING HEALTHCARE TO HOMES OF LOW INCOME SENIORS AS REQUESTED BY THE CITY COUNCIL (F: 83.1)

It was moved by Council Member O'Neill, seconded by Council Member Brietigam that:

A Resolution of Commendation for CalOptima's PACE Program delivering healthcare to homes of low income seniors, be adopted.

The motion carried by a 6-0-1 vote as follows:

Ayes: (6) Brietigam, O'Neill, D. Nguyen, Klopfenstein, K.
Nguyen, Jones
Noes: (0) None
Absent: (1) Bui

ADOPTION OF A PROCLAMATION RECOGNIZING JANUARY 2021 AS HUMAN
TRAFFICKING AWARENESS MONTH IN GARDEN GROVE (F: 83.1)

It was moved by Council Member O'Neill, seconded by Council Member Brietigam that:

A Proclamation recognizing January 2021, as Human Trafficking Awareness Month in Garden Grove, be adopted.

The motion carried by a 6-0-1 vote as follows:

Ayes: (6) Brietigam, O'Neill, D. Nguyen, Klopfenstein, K.
Nguyen, Jones
Noes: (0) None
Absent: (1) Bui

APPROVAL TO EXONERATE THE IMPROVEMENT BONDS FOR TRACT MAP NO. 17927,
LOCATED AT 12901 LEWIS STREET, GARDEN GROVE (F: 103.TT.17927)

It was moved by Council Member O'Neill, seconded by Council Member Brietigam that:

Improvement bonds for Tract Map No. 17927 located at 12901 Lewis Street, Garden Grove, be exonerated.

The motion carried by a 6-0-1 vote as follows:

Ayes: (6) Brietigam, O'Neill, D. Nguyen, Klopfenstein, K.
Nguyen, Jones
Noes: (0) None
Absent: (1) Bui

APPROVAL OF THE 2020 ORANGE COUNTY OPERATIONAL AREA AGREEMENT
(F: 55-County of Orange) (XR: 117.2A)

It was moved by Council Member O'Neill, seconded by Council Member Brietigam that:

The 2020 Orange County Operational Area Agreement between the County of Orange, the City of Garden Grove, and other jurisdictions in the County, be approved; and

The City Manager be authorized to execute the agreement on behalf of the City and to approve revisions that may be necessary or prudent.

The motion carried by a 6-0-1 vote as follows:

Ayes: (6) Brietigam, O'Neill, D. Nguyen, Klopfenstein, K.
Nguyen, Jones
Noes: (0) None
Absent: (1) Bui

RECEIVE AND FILE MINUTES FROM THE MEETINGS HELD ON JANUARY 12, 2021
(F: VAULT)

It was moved by Council Member O'Neill, seconded by Council Member Brietigam that:

Minutes from the meetings held on January 12, 2021, be received and filed.

The motion carried by a 6-0-1 vote as follows:

Ayes: (6) Brietigam, O'Neill, D. Nguyen, Klopfenstein, K.
Nguyen, Jones
Noes: (0) None
Absent: (1) Bui

WARRANTS

It was moved by Council Member O'Neill, seconded by Council Member Brietigam that:

Demands covered by Wires 00000208 to 00000214, EFT numbers 00005906 to 00005917, and check numbers 00668054 through 00668209 inclusive as listed on this register and have been verified by the Finance Division as properly issued and bear all proper signatures;

Demands covered by Wires 00000215 to 00000226, EFT numbers 00005918 to 00005920, and check numbers 00668210 through 00668299 inclusive as listed on this register and have been verified by the Finance Division as properly issued and bear all proper signatures;

EFT numbers 00005921 to 00006860, and check numbers 00668300 through 00668501 inclusive as listed on this register and have been verified by the Finance Division as properly issued and bear all proper signatures;

Demands covered by Wires 00000227 to 00000253, EFT numbers 00006861 to 00006873, and check numbers 00668502 through 00668628 inclusive as listed on this register and have been verified by the Finance Division as properly issued and bear all proper signatures; and

Payroll Checks 184366 through 184378; Direct Deposits D375160 through D375749; and Wires W2766 through W2769 have been audited for accuracy and have been verified by the Finance Director for payment, be received and filed.

The motion carried by a 6-0-1 vote as follows:

| | | |
|--------|-----|---|
| Ayes: | (6) | Brietigam, O'Neill, D. Nguyen, Klopfenstein, K. Nguyen, Jones |
| Noes: | (0) | None |
| Absent | (1) | Bui |

APPOINTMENTS TO CITY COMMISSIONS, COMMITTEE, AND BOARD (F: VIP)

Mayor Jones commented on the qualified number of applicants who applied for the City's Commissions, Committee, and Board and noted that with recommendations from the City Council a list of appointments was prepared; he asked the City Clerk to read the list of applicants who were selected as follows:

Planning Commission: Dale Soeffner, Daisy Perez-Castellanos, John Ramirez, Josh Lindsay, Jeremy Lehman, Asia Cunningham, and Ariana Arestegui;

Traffic Commission: Randy Arbgast, Ricardo Cepeda, Yasmin Vazquez, Jeffrey Sanders, James Webb, Joseph Laricchia, and Roger Flanders;

Parks, Recreation and Arts Commission: Ted Stevens, Reina Solis, David Johnson, Andrea Perez, Khang Bao, Olivia Tran, and Alan Strickland;

Neighborhood Improvement and Conservation Commission: Maureen Blackmun, Vickie Hanssen, Bonnie Crawford, Eric Williams, Brandon Chavira, Daniel Gonzalez, and Tuan Tran;

Downtown Commission: Ric Lerma, Juan Angel Zaragoza, Jennifer Stewart, Rebecca Weimer, Elizabeth Dang, Nathan Lindley, and Marilyn Tortolano; and

Measure O Citizens' Oversight Committee: Sandy Thomas, Mark Mackanic, Les Malo, Robert (Steve) Sanders, Claire Bischoff, Kris Beard, and Meghann Holst.

homelessness in Garden Grove that was previously presented at the May 28, 2019 City Council Study Session, Topics included: Point in Time homeless population count, current services offered, i.e., Special Resources Team along with resources for outreach, sheltering, prevention and rapid rehousing from Emergency Solutions Grant funding; the direct costs from data gathered in 2018; outlining a typical housing continuum for housed and the homeless and the resources for the homeless in terms of crisis stabilization units, shelters, and programs; collaborative partners necessary for permanent housing; external pressures creating legal parameters; funding options that include Federal Home Funds, Successor Agency Set-Aside Funds, Orange County Housing Finance Trust, grant funds and project based vouchers; and funding and implementing a 12 month Tenant Based Rental Assistance program. Information is on the City's website at <https://ggcity.org/neighborhood-improvement/homeless-resources> that includes data on the City's homelessness and information on service providers.

Following the conclusion of the presentation, it was moved by Mayor Pro Tem K. Nguyen, seconded by Council Member D. Nguyen that:

Staff be directed to proceed with the community engagement process as outlined in the Draft Comprehensive Strategic Plan to address homelessness.

The motion carried by a 6-0-1 vote as follows:

| | | |
|---------|-----|---|
| Ayes: | (6) | Brietigam, O'Neill, D. Nguyen, Klopfenstein, K. Nguyen, Jones |
| Noes: | (0) | None |
| Absent: | (1) | Bui |

MATTERS FROM THE MAYOR, CITY COUNCIL MEMBERS, AND CITY MANAGER
(Continued)

Mayor Pro Tem K. Nguyen noted that although the appeal of the Regional Housing Needs Assessment (RHNA) mandate that Garden Grove include more than 19,000 residential units in the Housing Element was denied, she thanked the Community and Economic Development staff for their work on the appeal. She also thanked the City Clerk's and IT staff for making her recommended improvements to the City's Commission webpage.

Council Member Brietigam encouraged local business to reach out to the City to obtain a permit for outdoor dining. He wished Dolora Bernstein a happy 90th birthday, and asked that people reach out to the City to be recognized for turning 90 or 100.

Council Member O'Neill encouraged people who are struggling to reach out and commented that so many people have been affected by the pandemic and noted the sorrowful loss of Lieutenant John Reynolds. In response to written communications,

he commented that the City's Police and Public Works Departments are on top of the recent uptick of graffiti as a result of more people at home due to COVID.

Council Member D. Nguyen encouraged support for local business by dining outdoors, and gave kudos to Assistant City Manager Lisa Kim on the presentation she provided on the impact of COVID-19 to the homeless.

Council Member Klopfenstein wished her Grandmother, born and raised in Garden Grove, a happy 97th birthday.

City Manager Stiles commented on the loss of Lieutenant John Reynolds and the sorrow felt not only by the Garden Grove Police Department but the City staff and the community.

ADJOURNMENT

At 7:30 p.m., Mayor Jones adjourned the meeting. The next Regular City Council Meeting will be held on Tuesday, February 9, 2021, at 5:30 p.m. at the Community Meeting Center, 11300 Stanford Avenue, Garden Grove, California.

Teresa Pomeroy, CMC
City Clerk

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To: Scott C. Stiles From: Patricia Song
Dept.: City Manager Dept.: Finance
Subject: Receive and file warrants. Date: 2/9/2021
 (*Action Item*)

Attached are the warrants recommended to be received and filed.

ATTACHMENTS:

| Description | Upload Date | Type | File Name |
|--------------------|--------------------|-------------|--|
| Warrants | 2/3/2021 | Warrants | 2-9-21_CC_Warrants_(Payroll_1-28-21).pdf |

| | | | | | | |
|---------|--------------------------|--------|----------|---------|--------------------------|---------|
| 184378 | VOIDED MAGUIRE JAMES | (VOID) | -2162.50 | 184379 | JAMES D MAGUIRE | 1956.44 |
| 184380 | JUDITH A MOORE | | 1954.07 | 184381 | DIANE BELAIR | 1903.90 |
| 184382 | MICHAEL F ROCHA | | 2070.84 | 184383 | SHAQUANNA D WESTON | 556.84 |
| 184384 | DAMIAN JESUS CHAVEZ | | 668.63 | 184385 | ARTHUR J FLORES | 4437.14 |
| 184386 | EDWIN O THURMAN JR | | 961.67 | 184387 | FRANK X DE LA ROSA | 1826.64 |
| 184388 | ARNULFO GUZMAN JR | | 109.26 | 184389 | PATRICK R JULIENNE | 2513.95 |
| 184390 | DANIEL C VIGIL | | 1902.51 | 184391 | COMMUNITY HEALTH CHARITI | 45.00 |
| 184392 | GARDEN GROVE POLICE ASSO | | 1660.00 | D375748 | GEORGE S BRIETIGAM III | 262.05 |
| D375749 | PHAT T BUI | | 22.48 | D375750 | STEVEN R JONES | 197.01 |
| D375751 | STEPHANIE L KLOPFENSTEIN | | 86.52 | D375752 | DIEDRE THU HA NGUYEN | 276.45 |
| D375753 | KIM B NGUYEN | | 280.23 | D375754 | JOHN R ONEILL | 295.80 |
| D375755 | PAMELA M HADDAD | | 1624.24 | D375756 | SHAWN S PARK | 2416.70 |
| D375757 | SCOTT C STILES | | 9988.62 | D375758 | MARIA A STIPE | 6828.39 |
| D375759 | MEENA YOO | | 2241.97 | D375760 | AMANDA M POLLOCK | 1750.44 |
| D375761 | TERESA L POWEROY | | 3442.55 | D375762 | LIZABETH C VASQUEZ | 2164.73 |
| D375763 | VERONICA AVILA | | 2123.76 | D375764 | JEFFREY P DAVIS | 2021.04 |
| D375765 | NOELLE N KIM | | 2242.38 | D375766 | MISSY M MENDOZA | 678.81 |
| D375767 | MARIE L MORAN | | 2551.33 | D375768 | ANA E PULIDO | 4026.15 |
| D375769 | KRISTY H THAI | | 2266.73 | D375770 | SHAUNA J CARRENO | 1975.43 |
| D375771 | VY D HO | | 2279.07 | D375772 | DANNY HUYNH | 3666.59 |
| D375773 | VILMA C KLOESS | | 2445.58 | D375774 | IVY LE | 2004.85 |
| D375775 | TAMMY LE | | 3897.37 | D375776 | LINDA MIDDENDORF | 2582.28 |
| D375777 | MARIA A NAVARRO | | 2833.92 | D375778 | PHUONG VIEN T NGUYEN | 2027.90 |
| D375779 | QUANG NGUYEN | | 2387.36 | D375780 | TINA T NGUYEN | 4186.51 |
| D375781 | THYANA T PHI | | 2639.35 | D375782 | MARIA RAMOS | 2391.57 |
| D375783 | TANYA L TO | | 1371.76 | D375784 | CUONG K TRAN | 2158.32 |
| D375785 | ELAINE TRUONG | | 1615.32 | D375786 | THANH-NGUYEN VO | 1557.09 |
| D375787 | DON T BALANAY | | 1987.72 | D375788 | SYLVIA GARCIA | 2033.08 |
| D375789 | YUAN SONG | | 4798.09 | D375790 | RETA J WESTON | 1426.79 |
| D375791 | KAREN M HARRIS | | 2958.58 | D375792 | CHRISTI C MENDOZA | 933.13 |
| D375793 | TREVOR G SMOUSE | | 2282.10 | D375794 | JANET J CHUNG | 2581.98 |
| D375795 | ANN C EIFERT | | 3895.21 | D375796 | MARGARITA ABOLA | 1855.06 |
| D375797 | MARY ANN M ALCANCIA | | 2867.68 | D375798 | MARISA ATIN RAMOS | 1521.07 |
| D375799 | ROBERT W MAY | | 1229.71 | D375800 | SHAWNA A MCDONOUGH | 1505.51 |
| D375801 | HEIDY Y MUNOZ | | 3954.17 | D375802 | SELAMAWIT NIGATU | 2320.03 |
| D375803 | MY TRA VO | | 2356.92 | D375804 | LIGIA ANDREI | 1736.47 |
| D375805 | ARIANA B BAUTISTA | | 1812.92 | D375806 | KAREN J BROWN | 708.64 |
| D375807 | CORINNE L HOFFMAN | | 2311.16 | D375808 | EDWARD E MARVIN JR | 1777.33 |
| D375809 | ANGELA M MENDEZ | | 1651.39 | D375810 | JENNIFER L PETERSON | 1854.54 |
| D375811 | ANH PHAM | | 2551.72 | D375812 | EVA RAMIREZ | 1939.70 |
| D375813 | ALEXIS B ROMERO | | 1933.32 | D375814 | JAIME F CHAVEZ | 1645.22 |
| D375815 | GARY F HERNANDEZ | | 1726.18 | D375816 | NEAL M MANALANSAN | 1784.45 |
| D375817 | DANIEL J SANCHEZ | | 1743.85 | D375818 | SANDRA E SEGAWA | 3889.78 |
| D375819 | ALANA R CHENG | | 3147.41 | D375820 | PAUL GUERRERO | 3005.83 |
| D375821 | LISA L KIM | | 5310.58 | D375822 | JULIE A ASHLEIGH | 1884.38 |
| D375823 | MICHAEL G AUSTIN | | 2439.05 | D375824 | RITA M CRAMER | 2271.43 |
| D375825 | CHRISTOPHER J CRANDALL | | 2769.45 | D375826 | BRYSON T DAHLHEIMER | 2170.58 |
| D375827 | RYAN J DAKE | | 2172.59 | D375828 | DAVID A DENT | 4052.32 |

**** PAGE TOTAL = 209010.16

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|---------|--------------------------|---------|---------|------------------------|---------|
| D375829 | TODD C HARTWIG | 2607.83 | D375830 | RALPH V HERNANDEZ | 2330.29 |
| D375831 | ARMANDO HERRERA JR | 880.39 | D375832 | AARON J HODSON | 2230.13 |
| D375833 | DONALD E LUCAS | 2901.43 | D375834 | SVETLANA MOURE | 2161.24 |
| D375835 | PHU T NGUYEN | 3807.21 | D375836 | LORENA J QUILLA SOULES | 2655.07 |
| D375837 | PEDRO ROQUE | 2616.27 | D375838 | JAKE P TRAN | 614.85 |
| D375839 | MARCO A VALADEZ | 1306.23 | D375840 | CHRISTOPHER CHUNG | 2668.82 |
| D375841 | PRIT J KASKLA | 1969.48 | D375842 | HUONG Q LY | 2049.26 |
| D375843 | LEE W MARINO | 4264.56 | D375844 | MARIA L MARTINEZ | 2494.46 |
| D375845 | MARIA C PARRA | 3014.90 | D375846 | MONICA COVARRUBIAS | 3380.74 |
| D375847 | GRACE E LEE | 2497.76 | D375848 | AMEENAH ABU HAMDIYYAH | 1890.59 |
| D375849 | GREG BLODGETT | 3245.79 | D375850 | ALBERT O NUNEZ BLANCO | 461.62 |
| D375851 | ORLINO CAMPOS REFUERZO J | 517.17 | D375852 | ROY N ROBBINS | 3275.49 |
| D375853 | TIMOTHY E THRONE | 1863.50 | D375854 | MICHAEL C BOS | 3277.80 |
| D375855 | DANIEL J CANDELARIA | 4220.50 | D375856 | VINCENT L DE LA ROSA | 2447.52 |
| D375857 | KAMYAR DIBAJ | 1015.66 | D375858 | ALICIA M HOFER | 1831.23 |
| D375859 | NICOLAS C HSIEH | 3367.84 | D375860 | ROSEMARIE JACOT | 2272.20 |
| D375861 | SHAN L LEWIS | 2248.94 | D375862 | NAVIN B MARU | 4516.90 |
| D375863 | JUAN C NAVARRO | 2412.84 | D375864 | MICHAEL F SANTOS | 2988.78 |
| D375865 | MARK P UPHUS | 4064.38 | D375866 | JOSE A VASQUEZ | 2343.45 |
| D375867 | ANA G VERGARA NEAL | 2555.08 | D375868 | DAI C VU | 4894.63 |
| D375869 | KHANG L VU | 3777.39 | D375870 | CHRISTOPHER L ALLEN | 1725.82 |
| D375871 | JOSHUA ARIONUS | 1977.16 | D375872 | ALEJANDRO BANUELOS | 1769.68 |
| D375873 | JAN BERGER | 2238.42 | D375874 | ROBERT P BERMUDEZ | 716.39 |
| D375875 | TIM P CANNON | 3092.76 | D375876 | CARINA M DAN | 2106.06 |
| D375877 | RYAN H DAVIS | 1796.95 | D375878 | KATHLEEN N DELFIN | 24.29 |
| D375879 | RONALD W DIEMERT | 2030.61 | D375880 | CHRIS N ESCOBAR | 4354.10 |
| D375881 | JEREMY J GLENN | 1454.73 | D375882 | ALEJANDRO GONZALEZ | 3151.78 |
| D375883 | MICHAEL J GRAY | 1700.88 | D375884 | LARRY GRIFFIN | 3174.96 |
| D375885 | ROBERT A HAENDIGES | 2445.12 | D375886 | RYAN S HART | 2062.06 |
| D375887 | ANTHONY S HERNANDEZ | 734.11 | D375888 | EDWARD A HUY | 2739.49 |
| D375889 | VIDAL JIMENEZ | 2456.52 | D375890 | LIYAN JIN | 2822.44 |
| D375891 | SAMUEL K KIM | 3712.49 | D375892 | REBECCA PIK KWAN LI | 3885.35 |
| D375893 | DAVID MA AE | 2329.60 | D375894 | ALFREDO MARTINEZ | 1760.85 |
| D375895 | TYLER MEISLAHN | 1922.12 | D375896 | JESSE K MONTGOMERY | 2239.86 |
| D375897 | JUSTIN M MORRIS | 1542.67 | D375898 | STEVEN J MOYA JR | 2251.29 |
| D375899 | BASIL G MURAD | 2979.29 | D375900 | KIRK L NATLAND | 1280.73 |
| D375901 | DUC TRUNG NGUYEN | 2280.68 | D375902 | LISA NGUYEN | 767.72 |
| D375903 | CORNELIU NICOLAE | 3102.04 | D375904 | ANDREW I ORNELAS | 2223.59 |
| D375905 | DAVID A ORTEGA | 2062.33 | D375906 | CELESTINO J PASILLAS | 2717.85 |
| D375907 | WILLIAM F PEARSON | 3233.35 | D375908 | JESSICA J POLIDORI | 3255.97 |
| D375909 | CHRISTOPHER B PRUDHOMME | 1463.90 | D375910 | ESTEBAN H RODRIGUEZ | 9.95 |
| D375911 | LES A RUITENSCHILD | 3484.96 | D375912 | JONATHAN RUIZ | 2628.21 |
| D375913 | ALEXIS SANTOS | 1174.67 | D375914 | ADRIAN M SARMIENTO | 2489.31 |
| D375915 | ALBERT TALAMANTES JR | 2249.33 | D375916 | MINH K TRAN | 2030.86 |
| D375917 | ALEJANDRO VALENZUELA JR | 1274.19 | D375918 | ALEJANDRO N VALENZUELA | 2114.37 |
| D375919 | RONALD J WOLLAND | 1412.77 | D375920 | VICTOR K YERGENSEN | 1950.69 |
| D375921 | ALICE K FREGOSO | 1909.92 | D375922 | ALICIA R GARCIA | 733.25 |
| D375923 | RAQUEL K MANSON | 2629.58 | D375924 | WILLIAM E MURRAY JR | 6947.30 |

**** PAGE TOTAL = 228565.59

| | | | | | |
|---------|-------------------------|---------|---------|------------------------|---------|
| D375925 | EMILY H TRIMBLE | 1903.71 | D375926 | ALFRED J AGUIRRE | 2867.03 |
| D375927 | EDWARD D AMBRIZ GARCIA | 576.82 | D375928 | RODOLPHO M BECERRA | 2085.19 |
| D375929 | RAYMOND A BUCHLER | 1730.30 | D375930 | EDGAR A CANO | 1504.96 |
| D375931 | ALBERT J CARRISOZA | 1830.66 | D375932 | GABRIELA R CONTRERAS | 2164.28 |
| D375933 | JULIE T COTTON | 1655.47 | D375934 | ERIC M ESPINOZA | 1765.30 |
| D375935 | ALBERT R EURS II | 2588.23 | D375936 | ROBERT J FRANCO | 690.10 |
| D375937 | CASEY G GIROUARD | 1405.79 | D375938 | HERMILO HERNANDEZ | 1978.63 |
| D375939 | DARNELL D JERRY | 765.05 | D375940 | BRENT KAYLOR | 2087.18 |
| D375941 | MARK W LADNEY | 4128.80 | D375942 | RAUL LEYVA | 2969.34 |
| D375943 | DIEGO A MEJIA | 1894.61 | D375944 | RIGOBERTO MENDEZ | 2442.63 |
| D375945 | STEVEN T ORTIZ | 2333.09 | D375946 | PHILLIP Q PHAM | 506.60 |
| D375947 | RICHARD L PINKSTON | 2482.61 | D375948 | JOSE J ROMAN | 756.07 |
| D375949 | ALEXIS P TARIN | 2100.78 | D375950 | STEVE J TAUANU'U | 3008.78 |
| D375951 | SUSAN VITALI | 984.46 | D375952 | STEPHANIE A WASINGER | 589.21 |
| D375953 | RICK S ZIEGLER | 673.60 | D375954 | IOAN ANDREI | 1073.41 |
| D375955 | SYLVESTER A BABINSKI IV | 1819.62 | D375956 | DONEISHA L BELL | 776.36 |
| D375957 | JEFFREY G CANTRELL | 2055.62 | D375958 | CECELIA A FERNANDEZ | 1198.27 |
| D375959 | CONRAD A FERNANDEZ | 1003.88 | D375960 | DIANA GOMEZ | 946.58 |
| D375961 | JORGE GONZALEZ | 1155.65 | D375962 | MICHAEL R GREENE | 1961.31 |
| D375963 | RONALD D GUSMAN | 1033.54 | D375964 | GLORIA A HARO | 1146.23 |
| D375965 | ERIC W JOHNSON | 1195.90 | D375966 | LEONEL A LAMAS | 1001.61 |
| D375967 | KHUONG NGUYEN | 1213.16 | D375968 | DELFRADO C REYES | 1191.23 |
| D375969 | RAFAEL ROBLES | 1361.15 | D375970 | ADRIANNA M RODRIGUEZ | 1096.79 |
| D375971 | RODERICK THURMAN | 1699.87 | D375972 | EVARISTO VERA | 1617.30 |
| D375973 | RICHARD L WILLIAMS | 1927.42 | D375974 | ANSELMO AGUIRRE | 1877.87 |
| D375975 | DOMINIC CAMERA | 719.90 | D375976 | PHILLIP J CARTER | 2468.29 |
| D375977 | RICK L DUVAL | 2405.20 | D375978 | AARON R HANSEN | 2059.32 |
| D375979 | HUY HOA HUYNH | 2172.60 | D375980 | MATTHEW D ILFELD | 1267.94 |
| D375981 | BRYAN D KWIAKOWSKI | 2104.73 | D375982 | DANIEL C MOSS | 1359.93 |
| D375983 | ROLANDO QUIROZ | 2038.99 | D375984 | RICARDO SALDIVAR | 590.71 |
| D375985 | WILLIAM A SOTO | 1829.73 | D375986 | LUIS A TAPIA | 2360.00 |
| D375987 | MICHAEL W THOMPSON | 3158.50 | D375988 | JOSEPH E TRUJILLO | 1412.50 |
| D375989 | WILLIAM J WHITE | 2081.42 | D375990 | JESSE GUZMAN | 1863.67 |
| D375991 | MARK M KHALIL | 1987.42 | D375992 | BRETT A MEISLAHN | 2286.30 |
| D375993 | DOUGLAS A MOORE | 2126.49 | D375994 | ANDREW J MORELAND | 576.91 |
| D375995 | AUSTIN H POWELL | 2016.06 | D375996 | MELVIN P REED | 1582.24 |
| D375997 | STEPHEN D SUDDUTH | 2309.32 | D375998 | SOUHELIA K GOUNTOUNA | 2209.88 |
| D375999 | ALBERT J HOLMON III | 3349.94 | D376000 | VICTOR T BLAS | 2180.91 |
| D376001 | JOSE GOMEZ | 1938.36 | D376002 | MICHAEL V GUERRERO | 1486.87 |
| D376003 | BRENT W HAYES | 3001.84 | D376004 | FRANK D HOWNSTEIN | 2423.38 |
| D376005 | ALLEN G KIRZNER | 4501.97 | D376006 | BRANDON S NUNES | 1403.30 |
| D376007 | STEPHEN PORRAS | 2792.98 | D376008 | JESSE VIRAMONTES | 1696.77 |
| D376009 | JOHN ZAVALA | 2862.39 | D376010 | YOLANDA A ALVARADO | 35.11 |
| D376011 | STEPHAINE AMBRIZ | 446.74 | D376012 | JOSELYN D AVALOS | 335.92 |
| D376013 | REBECCA J BAILOR | 588.47 | D376014 | JOSUE BARREIRO MENDOZA | 1489.43 |
| D376015 | RACHEL M CAMARENA | 2110.07 | D376016 | RENE CAMARENA | 2135.77 |
| D376017 | VICTORIA M CASILLAS | 2384.99 | D376018 | AMANDA D CROSS | 1720.51 |
| D376019 | GISELL L CRUZ | 512.61 | D376020 | KENNETH E CUMMINGS | 398.07 |

**** PAGE TOTAL = 165616.50

| | | | | | |
|---------|--------------------------|---------|---------|--------------------------|---------|
| D376021 | MARLY DELGADO CHAVEZ | 486.45 | D376022 | GABRIELA DIAZ | 561.34 |
| D376023 | MARK C FREEMAN | 3051.74 | D376024 | JARED D GARCIA | 603.65 |
| D376025 | STEVEN E GOMEZ | 796.49 | D376026 | JACOB R GRANT | 1782.06 |
| D376027 | ELAINE M MA AE | 2482.21 | D376028 | LORENA OCHOA MCINTYRE | 1940.40 |
| D376029 | JESUS MEDINA | 1762.94 | D376030 | JUAN MEDINA | 2127.33 |
| D376031 | JOHN A MONTANCHEZ | 4735.62 | D376032 | KIRSTEN K NAKAISHI | 434.04 |
| D376033 | NOEL N NICHOLAS | 1032.33 | D376034 | JENNIFER GODDARD NYE | 2590.15 |
| D376035 | GABRIELA OCADIZ HERNANDE | 2896.75 | D376036 | CHRISTIAN PANGAN | 151.72 |
| D376037 | JANET E PELAYO | 3410.85 | D376038 | SHADY S PUALLOA | 437.51 |
| D376039 | SUGEIRY REYNOSO | 2273.35 | D376040 | MARINA Y ROMERO | 1890.88 |
| D376041 | MARIA D ROSALES | 259.51 | D376042 | TANYA ROSAS | 101.98 |
| D376043 | DANA MARIE SAUCEDO | 2316.61 | D376044 | EMERON J SCHLUMPBERGER | 477.95 |
| D376045 | REBECCA S SMITH | 225.80 | D376046 | KENNETH P TRAVIS III | 622.99 |
| D376047 | CLAUDIA VALDIVIA | 2918.42 | D376048 | JEFFREY VAN SICKLE | 2189.17 |
| D376049 | PAUL E VICTORIA | 1294.69 | D376050 | JACOB D VIRAMONTES | 480.16 |
| D376051 | PEDRO R ARELIANO | 5584.10 | D376052 | THOMAS R DARE | 6364.30 |
| D376053 | CAROLE A KANEGAE | 2260.24 | D376054 | CLAUDIA ALARCON | 3064.12 |
| D376055 | KRISTEN A BACKOURIS | 1573.96 | D376056 | SHARON S BAEK | 2069.42 |
| D376057 | GENA M BOWEN | 1742.28 | D376058 | JESENIA CAMPOS | 2041.97 |
| D376059 | BRIAN D DALTON | 3289.45 | D376060 | NICHOLAS A DE ALMEIDA LO | 5690.07 |
| D376061 | AMIR A EL FARRA | 4500.66 | D376062 | HELENA ELSOUSOU | 2570.08 |
| D376063 | PATRICK E GILDEA | 5777.15 | D376064 | BRIAN C GIRGENTI | 3806.68 |
| D376065 | AI KELLY HUYNH | 2257.68 | D376066 | MICHAEL J JENSEN | 5228.46 |
| D376067 | ALLYSON T LE | 1618.24 | D376068 | MATTHEW P MARCHAND | 4062.91 |
| D376069 | LINDA M MORIN | 3783.81 | D376070 | PHILLIP H PHAM | 2626.85 |
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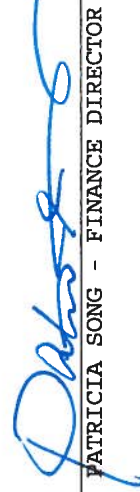
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| GRAND TOTAL PAYMENTS | 612 | 2,088,867.48 |

Checks #184379 thru #184392, and Direct Deposits #D375748 thru #D376340, and wire #W2770 thru #W2773 presented in the Payroll Register submitted to the Garden Grove City Council 09 FEB 2021, have been audited for accuracy and funds are available for payment thereof. W


PATRICIA SONG - FINANCE DIRECTOR

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

| | | | |
|----------|--|--------|------------------------------------|
| To: | Scott C. Stiles | From: | Lisa L. Kim |
| Dept.: | City Manager/Director | Dept.: | Community and Economic Development |
| Subject: | Approval of Substantial Amendment No. 5 to the 2019-20 Annual Action Plan for the use of Housing and Urban Development funding. <i>(Joint Action Item with the Housing Authority.)</i> | Date: | 2/9/2021 |

OBJECTIVE

The purpose of this memorandum is to request City Council and Housing Authority consideration of Substantial Amendment No. 5 to the FY 2019-20 Annual Action Plan (AAP), and authorize transmittal of the amendment to the U.S. Department of Housing and Urban Development (HUD).

BACKGROUND

On March 27, 2020, the U.S. President signed into law the Coronavirus Aid, Relief and Economic Security (CARES) Act, which made available a total of \$5 billion in Community Development Block Grant (CDBG-CV) funds. A portion of these relief funds were allocated to HUD entitlement cities over the course of three "rounds". As a result, a supplemental third-round allocation of **\$1,612,275 in CDBG-CV3** funds to assist low/moderate-income Garden Grove residents affected by COVID-19 were allocated to the City. The Substantial Amendment No. 5 to the FY 2019-20 AAP is required to program the \$1,612,275 in CDBG-CV3 funds.

On March 26, 2019, the City Council approved the FY 2019-2020 Annual Action Plan, which included the use of \$1.7M in CDBG Entitlement (CDBG-EN) funds toward Public Improvements. One of the projects, Beach/Trask Sewer Improvements, was completed under budget, thus approximately **\$400,000 in prior-year CDBG-EN funds** may be reallocated to provide services to the homeless and those at risk of becoming homeless.

On August 11, 2020, the City Council approved Substantial Amendment #4 to the FY 2019-20 AAP, which included the appropriation of \$3,635,163 in ESG-CV2 funds for homeless services. Per HUD regulations, 10% of the total grant amount (\$363,515) was allocated for Administration of the ESG Program. Upon further review, staff has

determined that \$50,000 in ESG-CV2 funds are necessary to administer the ESG Program, and that \$313,515 in ESG-CV2 funds may be reallocated to provide services to the homeless and those at risk of becoming homeless. Additionally, the original appropriation of ESG-CV2 funds by Council left \$100,000 unallocated in anticipation of funding a future activity, which has yet to come to fruition. Combined, this total of **\$413,515 in ESG-CV2** funds may be allocated to provide services to the homeless and those at risk of becoming homeless.

California Health and Safety Code 34176.1(a)(2) states the Housing Authority as Housing Successor may expend up to \$250,000 per year from the Low/Moderate-Income Housing Asset Fund (LMIHAF) on homeless services. Currently, the Housing Authority has approved the use of \$100,000 per year to provide the services needed to administer the Homeless Emergency Assistance Rental Transition (HEART) Program, which leaves an additional **\$150,000 per year in LMIHAF funds** available to be allocated to provide services to the homeless and those at risk of becoming homeless.

DISCUSSION

At the January 26, 2021 Council meeting, staff presented the Draft Comprehensive Strategic Plan to Address Homelessness (CSPAH) in which a framework of goals and strategic actions were identified to address homelessness in Garden Grove. Concurrently with the community engagement process to share homeless resource information and the Draft CSPAH that is now underway, staff is further recommending allocation of certain resources towards additional homeless services. The funds described above, and detailed below, are eligible to be programmed for the provision of services to the homeless and those at risk of becoming homeless.

| Funding Source | Program Administration | Homeless Services |
|-----------------------|-------------------------------|--------------------------|
| CDBG-CV3 | \$200,000 | \$1,412,275 |
| CDBG-EN | \$0 | \$400,000 |
| ESG-CV2 | \$50,000 | \$413,515 |
| LMIHAF | \$0 | \$150,000 |
| TOTALS | \$250,000 | \$2,375,790 |

Addressing the needs of the homeless and those at-risk of becoming homeless has been identified as a Priority Goal in both the previous (2015-2020) and current (2020-2025) 5-Year Consolidated Plans for the use of HUD funds. Allocation of the funding described above takes into consideration data collected by 211 Orange County (211-OC), as well as the need to expand homeless resources and services to Garden Grove's diverse population. During 2020, 211-OC data indicates a 48.9% increase in calls for service received from Garden Grove residents, with the greatest needs being identified as housing, food, and shelter services.

As uncertainty of the short and long term impacts of COVID-19 continue, staff will be exploring opportunities to expand homeless services in the areas of:

1. Deployment of a Mobile Mental Health Services Unit;

2. Evaluation of homeless shelter bed resources;
3. Creation of Crisis Stabilization Units; and,
4. Partnerships for Workforce Development and Training.

As recommendations for selection of a Subrecipient(s) to provide additional homeless services are made, the funding agreement(s) will be agendized at a future meeting for Council consideration.

FINANCIAL IMPACT

There is no impact to the General Fund. The additional appropriations will be funded by CARES Act and prior year entitlement funding, which are one-time distributions of funds.

RECOMMENDATION

It is recommended that the City Council:

- Conduct a Public Hearing to receive comments regarding Substantial Amendment #5 to the Fiscal Year 2019-20 AAP;
- Appropriate \$1,612,275 in CDBG-CV3 funds (Fund 225) for homeless services. Any unused appropriation will be carried over to Fiscal Year 2021-22 up to the timeline for use established by the CARES Act to be used for the same programs;
- Appropriate \$400,000 in CDBG-EN (Fund 225) for homeless services. Any unused appropriation will be carried over to Fiscal Year 2021-22 up to the timeline for use established by HUD to be used for the same programs;
- Reallocate \$413,515 in ESG-CV2 (Fund 227) for homeless services. Any unused appropriation will be carried over to FY 2021-22 up to the timeline for use established by the CARES Act to be used for the same programs;
- Direct staff to submit Substantial Amendment #5 to HUD; and
- Authorize the City Manager to execute agreements, and make modifications as appropriate thereto, on behalf of the City.

It is recommended that the Housing Authority:

- Appropriate \$150,000 in LMIHAF (Fund 501) for homeless services. Any unused appropriation will be carried over to FY 2021-22 to be used for the same programs.

ATTACHMENTS:

| Description | Upload Date | Type | File Name |
|--|--------------------|-------------|-------------------------------------|
| Substantial Amendment #5 - Summary Page | 2/3/2021 | Exhibit | Summary_Page_- _Amendment_#5.pdf |

SUBSTANTIAL AMENDMENT #5 TO FY 2019-2020 ANNUAL ACTION PLAN

The City of Garden Grove has substantially amended its FY 2019-2020 Annual Action Plan (AAP) to include \$1,612,275 in Community Development Block Grant (CDBG) Coronavirus Aid, Relief, and Economic Security (CARES) Act funds (CDBG-CV3) that were awarded to the City to respond to the Coronavirus pandemic. The following amendments were made to the AAP:

1. **Page 1** – Annual entitlement fund amount was changed to reflect updated allocations:
 - a. **\$1,988,459 (EN) + \$1,194,311 (CV1) + \$1,612,275 (CV3) = \$4,795,045 Total CDBG Allocation**
2. **Page 16 & 17** – “Expected Resources”, “Annual Allocation \$”, “Total \$”, and “Narrative Description” were updated to reflect updated allocations
3. **Page 24** – Funding for item #4 updated amount to “CDBG: \$1,835,543”
4. **Page 24** – Goal Outcome Indicator for item #4 added breakdown of funding amounts for each source
 - a. **\$298,268 (EN) + \$125,000 (CV1) + \$1,412,275 (CV3) = \$1,835,543**
5. **Page 25** – Funding for item #7 updated amount to “CDBG: \$836,553”
 - a. **\$397,691 (EN) + \$238,862 (CV1) + \$200,000 (CV3)**
6. **Page 28** – Added Project #19 – Homeless Services
7. **Page 29** – Funding for item #1 updated amount to “CDBG: \$836,553”.
8. **Page 37** – Added Project #19 – Homeless Services
9. **Page 42** - Updated “Introduction” to include CDBG funding
10. **Page 43** – Updated “emergency shelter and transitional housing needs” section to include CDBG funding

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The Consolidated Plan/Annual Action Plan

The City of Garden Grove 2015-2020 Consolidated Plan is a planning document that identifies and develops a strategy to address critical housing and community development needs that can be addressed through federal funding sources including Community Development Block Grants, HOME Investment Partnership Act funds, and Emergency Solutions Grants.

To implement the Consolidated Plan and address the adopted priorities, the City annually prepares an Action Plan to more specifically identify financial resources, priority programs and goals, as well as objectives for the fiscal year.

The Consolidated Plan and Action Plan were prepared using the eCon Planning Suite system developed by the U.S. Department of Housing and Urban Development (HUD). The system prescribes the structure and contents of this document, following HUD's Consolidated Planning regulations

This Action Plan covers the period beginning July 1, 2019 through June 30, 2020 and focuses on the use of the three federal funding resources (CDBG, HOME, and ESG) as described below.

Community Development Block Grants (CDBG): The primary objective of this program is to develop viable urban communities by providing decent housing, a suitable living environment, and economic opportunities, principally for persons of lower income. CDBG funds are relatively flexible and can be used for a wide range of activities, including housing rehabilitation, homeownership assistance, lead-based paint detection and removal, acquisition of land and buildings, construction or rehabilitation of public facilities (including infrastructure), removal of architectural barriers to housing needs, public services, rehabilitation of commercial or industrial buildings, and loans or grants to businesses. The City of Garden Grove's estimated annual entitlement of CDBG funds is **\$4,795,045**.

HOME Investment Partnership Act (HOME): The HOME program provides federal funds for the development and rehabilitation of affordable rental and ownership housing for low- and moderate-income households. The program gives local governments the flexibility to fund a wide range of affordable housing activities through housing partnerships with private industry and non-profit organizations. HOME funds can be used for activities that promote affordable rental housing and homeownership by low- and moderate-income households, including building acquisition, new construction and reconstruction, moderate or substantial rehabilitation, homebuyer assistance, and tenant-based rental assistance. The City of Garden Grove's estimated annual entitlement of HOME funds is **\$759,096**.

Commented [NR1]: \$1,988,459 (EN) + \$1,194,311 (CV1) + \$1,612,275 (CV3)

Emergency Solutions Grant (ESG): The ESG program provides homeless persons with basic shelter and essential supportive services, including rehabilitating or remodeling a building producing new shelter beds, operations and maintenance of a homeless facility, essential supportive services, and homeless prevention. The City of Garden Grove's estimated annual allocation of ESG funds is **\$4,415,382.**

Commented [Ma2]: \$177,733 (ESG) + \$602,486 (ESG-CV) + \$3,635,163 (ESG-CV2)

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

This Consolidated Plan has established the following objectives over the life of the Plan (Program Years 2015-2020):

- Expand the City's affordable housing inventory by 7 units through new construction of affordable units for lower income households and 14 units through acquisition/rehabilitation of affordable units for lower income households.
- Provide rehabilitation assistance to 42 single-family homes.
- Provide rental assistance to 20 very low- and extremely low-income households through the TBRA program.
- Assist 2,500 persons with homelessness-related issues
- Improve the safety of 7,500 Garden Grove residents.
- Assist 3,000 persons through the provision of community services.
- Improve low-income neighborhoods through infrastructure and public improvement projects.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City of Garden Grove continually strives to improve its performance, as well as the performance of its funded agencies.

During FY 2018-19, the City is estimates expending a total of **\$2,937,078.10** in HUD grant funds to meet the goals and objectives outlined in the 2015-2020 Consolidated Plan. The approximate expended amounts by grant are as follows:

- **\$2,000,000** in CDBG funds on administration, public services, capital projects, homeowner rehabilitation, and business assistance activities.
- **\$164,000** in HOME funds on administration and the development of affordable housing.
- **\$169,000** in ESG funds on administration and homeless service activities.

CDBG, HOME and ESG funds were targeted in four primary areas:

1. Development of decent and affordable housing;
2. Provision of community and supportive services;
3. Improvement of public facilities and infrastructure; and
4. Expansion of economic opportunities and anti-poverty activities.

The performance of programs and systems are evaluated on a regular basis through Consolidated Annual Performance and Evaluation Reports (CAPERs). A more detailed summary of the City's evaluation of past performance in previous Consolidated Annual Performance and Evaluation Reports (CAPERs) can be viewed on the City's website at <https://ggcity.org/neighborhood-improvement/reports>

4. Summary of Citizen Participation Process and consultation process

During its development, the Action Plan will be discussed in a publicly noticed NICC meeting where opportunity for public comment is provided. The draft plan will be made available for public review between **February 1, 2019 and March 26, 2019** on the City's website, at the main public library, and at City Hall. Public hearings were held before the NICC on **February 4, 2019** and the City Council on **March 26, 2019** to solicit public comments on the Draft 2019-20 Action Plan. All meeting locations were accessible to persons with disabilities. The public review period and public meetings/hearings for the Draft 2019-20 Action Plan were published in the Orange County News (English) on **Wednesday, January 30, 2019**, with Viet Bao (Vietnamese) and La Opinion (Spanish) published on **Monday, January 28, 2019**.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Please see Appendix A for summary of public comments.

6. Summary of comments or views not accepted and the reasons for not accepting them

N/A

7. Summary

The City of Garden Grove has undertaken diligent and good faith efforts to outreach to all segments of the community that may benefit from the CDBG, ESG, and HOME programs. The City of Garden Grove will continue to concentrate its resources for maximum impact and strive to address the needs, priorities, and goals identified in the 2015-2020 Consolidated Plan and the 2019-20 Action Plan.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

| Agency Role | Name | Department/Agency |
|--------------------|--------------|---|
| CDBG Administrator | GARDEN GROVE | Community And Economic Development Department |
| HOME Administrator | GARDEN GROVE | Community and Economic Development Department |
| ESG Administrator | GARDEN GROVE | Community and Economic Development Department |

Table 1 – Responsible Agencies

Narrative (optional)

The City's CDBG, HOME, and ESG programs are administered by the City of Garden Grove Community and Economic Development Department's Neighborhood Improvement Division.

Program Descriptions

The Housing and Community Development Act (HCDA) of 1974 initiated the Community Development Block Grant (CDBG) program. The primary objective of the program is to develop viable urban communities by providing decent housing, a suitable living environment, and economic opportunities, principally for persons of low and moderate income. Regulations governing the CDBG program also require that each activity undertaken with CDBG funds meet one of the following three broad national objectives:

- Benefit low- and moderate-income persons
- Aid in the prevention or elimination of slums and blight
- Meet other community development needs having a particular urgency

The HOME Investment Partnership (HOME) program was created by the 1990 National Affordable Housing Act. The HOME program provides federal funds for the development and rehabilitation of affordable rental and ownership housing for low- and moderate-income households,

replacing a series of programs previously funded by HUD. The program gives the grantee flexibility to fund a wide range of affordable housing activities through housing partnerships with private industry and non-profit organizations.

The Emergency Solutions Grant (ESG) program provides homeless persons with basic shelter and essential supportive services. ESG funds can be used for a variety of activities, including rehabilitation or remodeling of a building to add new shelter beds, operations and maintenance of a homeless facility, essential supportive services, and homeless prevention.

Consolidated Plan Public Contact Information

Monica Covarrubias, Neighborhood Improvement Division Supervisor

City of Garden Grove

Community and Economic Development Department

11222 Acacia Parkway, Garden Grove, CA 92840

(714) 741-5788

monicac@ggcity.org

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

As part of the Consolidated Plan development, the City undertook a comprehensive outreach program to solicit input from residents and beneficiaries of entitlement programs, and to consult with elected officials, City departments, and various organizations, agencies, and service providers to inform and develop the priorities and strategies contained in the Garden Grove 2015-2020 Consolidated Plan. The City has continued to keep these lines of communications open during the preparation of the 2019-20 Action Plan.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

The Garden Grove 2015-2020 Consolidated Plan was prepared using input from City residents, City staff, community-based organizations, and service providers. The City's outreach and consultation for the Consolidated Plan included direct coordination, a community workshop, a community survey, and public hearings regarding the Consolidated Plan and its programs. Almost 80 public and assisted housing providers and developers, private and governmental, health, mental health, service agencies and stakeholders that utilize funding for eligible activities, projects, and programs were directly contacted and invited to participate in the Consolidated Plan process for Garden Grove. The City continuously accepts comments and input from these organizations and considered this information in the preparation of the 2019-20 Action Plan.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The County of Orange Department of Housing and Community Services (HCS) coordinates a countywide Continuum of Care (CoC) system in response to the ongoing homeless needs in the region. Consistent with the objectives of the countywide CoC, the City of Garden Grove's Neighborhood Improvement Division has developed several strategies to address homelessness in the City. Some of the tasks recently undertaken by the City include:

- Assisting with the Point in Time Survey conducted by the County of Orange;
- Development of a brochure for homeless persons that includes an inventory of local community resources;
- Meetings with local Homeless Committee Activists, including ALMMA (Association of Local Missions & Ministries in Action) to explore potential locations in the community for homeless to shower, store items and use as a permanent address to obtain assistance

- Coordination with Coast to Coast to work towards a partnership between all agencies coast to coast.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The Orange County ESG grantees (County of Orange, City of Anaheim, City of Garden Grove, City of Irvine, and the City of Santa Ana) have developed the Orange County ESG Collaborative as a unified approach to requesting, reviewing and funding ESG subrecipients. This collaborative approach has streamlined the application and review process and allowed the grantees to better understand the impacts of funding decisions. Future Collaborative efforts will include unified invoice and monitoring forms and other actions to better serve our homeless and at-risk of homeless families.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

| | | |
|---|--|--|
| 1 | Agency/Group/Organization | 211 ORANGE COUNTY |
| | Agency/Group/Organization Type | <p>Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims</p> |
| | What section of the Plan was addressed by Consultation? | <p>Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Market Analysis Economic Development Anti-poverty Strategy</p> |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | <p>This organization provided direct input, helped to identify priority needs in the community, and participated in a community workshop for the Garden Grove 2015-2020 Consolidated Plan on December 1, 2014.</p> |

| | | |
|---|--|---|
| 2 | Agency/Group/Organization | HELPING OTHERS PREPARE FOR ETERNITY |
| | Agency/Group/Organization Type | Services-Children Services-Victims of Domestic Violence Services-Health Services-Education Services-Employment |
| | What section of the Plan was addressed by Consultation? | Housing Need Assessment Non-Homeless Special Needs Market Analysis Anti-poverty Strategy |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | This organization provided direct input, helped to identify priority needs in the community, and participated in a community workshop for the Garden Grove 2015-2020 Consolidated Plan on December 1, 2014. |
| 3 | Agency/Group/Organization | Garden Grove Community Arts Society |
| | Agency/Group/Organization Type | Services-Children |
| | What section of the Plan was addressed by Consultation? | Non-Homeless Special Needs |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | This organization provided direct input, helped to identify priority needs in the community, and participated in a community workshop for the Garden Grove 2015-2020 Consolidated Plan on December 1, 2014 |
| 4 | Agency/Group/Organization | Illumination Foundation |
| | Agency/Group/Organization Type | Services-homeless |

| | | |
|---|--|---|
| | What section of the Plan was addressed by Consultation? | Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | This organization provided direct input, helped to identify priority needs in the community, and participated in a community workshop for the Garden Grove 2015-2020 Consolidated Plan on December 1, 2014 |
| 5 | Agency/Group/Organization | Garden Grove United Methodist Church |
| | Agency/Group/Organization Type | Community Church |
| | What section of the Plan was addressed by Consultation? | Housing Need Assessment Anti-poverty Strategy |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | This organization provided direct input, helped to identify priority needs in the community, and participated in a community workshop for the Garden Grove 2015-2020 Consolidated Plan on December 1, 2014 |
| 6 | Agency/Group/Organization | Association of Local Missions and Ministries for Action |
| | Agency/Group/Organization Type | Housing Services-homeless Regional organization |

| | | |
|---|--|---|
| | What section of the Plan was addressed by Consultation? | Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | This organization provided direct input, helped to identify priority needs in the community, and participated in a community workshop for the Garden Grove 2015-2020 Consolidated Plan on December 1, 2014 |
| 7 | Agency/Group/Organization | OC Autism |
| | Agency/Group/Organization Type | Services-Children Services-Persons with Disabilities Services-Health |
| | What section of the Plan was addressed by Consultation? | Non-Homeless Special Needs |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | This organization provided direct input, helped to identify priority needs in the community, and participated in a community workshop for the Garden Grove 2015-2020 Consolidated Plan on December 1, 2014 |

Identify any Agency Types not consulted and provide rationale for not consulting

The City advertised the opportunities to participate in the Consolidated Plan process and distributed invitation letters to almost 80 agencies representing a broad range of local service providers, community groups, and organizations, and encouraged them to participate in the 2015-2020 Consolidated Plan. The City used a variety of outreach methods to solicit participation. No specific types of relevant agencies were excluded from the process.

Other local/regional/state/federal planning efforts considered when preparing the Plan

| Name of Plan | Lead Organization | How do the goals of your Strategic Plan overlap with the goals of each plan? |
|--|--|---|
| Continuum of Care | County of Orange | The Orange County Point-in-Time count provided homeless data in the Consolidated Plan. The Orange County Ten-Year Plan to End Homelessness strategic plan is closely aligned with the goals of the CoC. Garden Grove is an administering agency for CoC and ESG funds in addition to receiving CDBG and HOME allocations. |
| City of Garden Grove Housing Element (2014-2021) | City of Garden Grove Community and Economic Development Department | The Housing Element serves as a policy guide to help the City meet existing and future housing needs. Both the Consolidated Plan and the Housing Element share common goals that address housing-related issues in the community. |
| Garden Grove CIP FY2014/15 to 2018/19 | City of Garden Grove Public Works Department | The Consolidated Plan is aligned with the City's Capital Improvement Plan (CIP), which identifies projects to address infrastructure issues and prioritizes public infrastructure investments. |

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation
Summarize citizen participation process and how it impacted goal-setting

This Consolidated Plan has been developed through a collaborative process that included participation by residents, service providers, and City staff. The following methods were used to solicit public input.

A community workshop was held on December 1, 2014 in conjunction with a Neighborhood Improvement and Conservation Commission (NICC) meeting. In addition to interested residents and NICC commissioners, the City invited service providers and representatives from surrounding jurisdictions to attend the workshop and discuss local issues and needs relating to housing and community development in Garden Grove. The workshop included an overview of the Consolidated Plan process and summary of past and projected funding resources for the City. In order to identify priority needs for the 2015-2020 planning period, the workshop included discussions and exercises related to the types of projects and programs that can be funded and recent projects.

A community survey, which assessed housing and community development needs, was distributed throughout the community. Paper formats of the surveys were made available in English, Spanish, and Vietnamese, and were distributed at community resource centers, libraries, City Hall public counters, at the Garden Grove Housing Authority, and at the community workshop. In addition, the survey was available in electronic format via the City's website and Facebook page, and was emailed to local service providers.

The Draft Action Plan was available for public review beginning **February 1, 2019 and ending March 26, 2019**. The Draft Plan is available on the City's website and at Garden Grove City Hall (11222 Acacia Parkway), the Garden Grove Regional Library (11200 Stanford Avenue), and online on the City's website

On **February 4, 2019**, the draft Action Plan was reviewed as part of a special NICC meeting.

On **March 26, 2019**, the City Council conducted a public hearing to consider the Action Plan.

A public notice regarding the NICC and Council meetings were advertised in the local newspapers on **January 28, 2019 and January 30, 2019**. Public meetings and hearings were publicized adequately and held at times and locations convenient to the community. The location of hearings at the Garden Grove Community Meeting Center is accessible to persons with physical disabilities.

Summaries of the public comments, meeting minutes and copies of public notices are included in Appendix A.

Citizen Participation Outreach

| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|------------------|---|--|------------------------------|--|---------------------|
| 1 | Public Hearing | Non-targeted/broad community | See Appendix A (Neighborhood Improvement Conservation Committee) | See Appendix A | N/A | N/A |
| 2 | Public Hearing | Non-targeted/broad community | See Appendix A (City Council Meeting) | See Appendix A | N/A | N/A |
| 3 | Newspaper Ad | Non-targeted/broad community | See Appendix A | N/A | N/A | N/A |
| 4 | Newspaper Ad | Non-English Speaking - Specify other language: Vietnamese | See Appendix A | N/A | N/A | N/A |

| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|-------------------|--|--------------------------------|------------------------------|--|---------------------|
| 5 | Newspaper Ad | Non-English Speaking - Specify other language: Spanish | See Appendix A | N/A | N/A | N/A |
| 6 | Internet Outreach | Non-targeted/broad community | N/A | N/A | N/A | |

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

For the one-year period covering July 1, 2019 through June 30, 2020, the City has planned for the following allocations:

- \$4,795,045 in CDBG funds
- \$759,096 in HOME funds
- \$4,415,382 in ESG funds

Commented [T3]: Same as above.

Garden Grove does not receive funding under the Housing Opportunities for Persons with AIDS (HOPWA) programs. In recent years, the levels of CDBG and ESG funds have been trending downward, however, the most recent HOME allocation was nearly twice as much as previous years.

In terms of program income, the City anticipates an unsteady stream of program income over the course of this Action Plan. During the past five years, the level of program income received varied from \$30,000 in one year to over \$90,000 in another. Program income received from the repayment of loans will be re-programmed for similar loan activities in the same or similar programs from which the funds were originally provided.

Anticipated Resources

| Program | Source of Funds | Uses of Funds | Expected Amount Available Year 1 | | | | Expected Amount Available Remainder of ConPlan \$ | Narrative Description |
|---------|------------------|--|----------------------------------|--------------------|--------------------------|-----------|---|--|
| | | | Annual Allocation: \$ | Program Income: \$ | Prior Year Resources: \$ | Total: \$ | | |
| CDBG | public - federal | Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services | 4,795,045 | 0 | 2,187,000 | 6,982,045 | 0 | <p>The amount of CDBG funds available during the planning period is based on actual funds available. Approximately, \$2,187,000 in unexpended prior year resources will be carried over.</p> <p>The City received two additional allocations of CDBG funds through the Coronavirus Aid, Relief and Economic Security (CARES) Act in the amounts of \$1,194,311 and \$1,612,275 that will be included with the FY 19-20 allocation.</p> |

| Program | Source of Funds | Uses of Funds | Expected Amount Available Year 1 | | | | Expected Amount Available Remainder of ConPlan \$ | Narrative Description |
|---------|------------------|---|----------------------------------|--------------------|--------------------------|-----------|---|--|
| | | | Annual Allocation: \$ | Program Income: \$ | Prior Year Resources: \$ | Total: \$ | | |
| HOME | public - federal | Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA | 759,096 | 0 | 1,300,000 | 2,059,096 | 0 | The amount of HOME funds available during the planning period is based on actual funds available. Approximately, \$1,300,000 in unexpended prior year resources will be carried over. |

| Program | Source of Funds | Uses of Funds | Expected Amount Available Year 1 | | | | Expected Amount Available Remainder of ConPlan \$ | Narrative Description |
|---------|------------------|--|----------------------------------|--------------------|--------------------------|-----------|---|--|
| | | | Annual Allocation: \$ | Program Income: \$ | Prior Year Resources: \$ | Total: \$ | | |
| ESG | public - federal | Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing | 4,415,382 | 0 | 0 | 4,415,382 | 0 | <p>The amount of ESG funds available during the planning period is based on actual funds available.</p> <p>The City received an allocation of ESG funds through the Coronavirus Aid, Relief and Economic Security (CARES) Act in the amount of \$602,486.</p> <p>The City received an additional allocation of ESG funds through the Coronavirus Aid, Relief and Economic Security (CARES) Act in the amount of \$3,635,163.</p> |

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

As is the case for many communities across the nation, the housing and community development needs in Garden Grove surpass the funding available to meet those needs. Therefore, effective and efficient use of funds is crucial, and the leveraging of multiple funding sources is often

necessary to achieve housing and community development objectives. Most activities to be pursued by the City with CDBG, HOME, and ESG funds will be leveraged with a variety of funding sources, including grants from state, federal, and local governments, private foundations, capital development funds, general funds, private donations of funds or services, and various other funding sources. For new construction, substantial rehabilitation, and acquisition of affordable housing, the City encourages the use of Low Income Housing Tax Credits.

Federal match requirements apply to the City's HOME and ESG funds. The HOME program requires that for every HOME dollar spent, the City must provide a 25% match with non-federal dollars. HUD allows the City to use various resources to meet this match requirement. According to HOME program guidelines, no more than 25% of the City's match liability for any one year can be met through loans to housing projects, but amounts in excess of that may be banked as match credit for future years. The City has an excess of match funds from previous years.

The ESG program requires a 100% match with non-federal dollars. Garden Grove will continue to require its ESG partners to leverage non-federal funds and report their successes with each quarterly performance report.

The Garden Grove Housing Authority provides rental subsidies for eligible low-income (50% MFI) families. The Section 8 Rental Assistance Program is funded by federal grants through the Department of Housing and Urban Development. The Housing Authority provides assistance to over 2,200 low-income families. Congress determines the funding level for this program annually. Currently funding is approximately \$25.5 million per year.

The Garden Grove Housing Authority also administers a Family Self-Sufficiency Program, which assists housing participants in achieving economic self-sufficiency through education, training, and employment. Approximately 368 very low-income families are involved in the program, which currently is funded at approximately \$69,000 per year.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The Successor Agency owns an 8-unit apartment complex located at 12602 Keel Street in Garden Grove. This location is currently being leased to the Orange County Community Housing Corporation (OCCHC) who offers the units to very-low income families at an affordable rent. During FY 2019-20, the City will continue to monitor this project for compliance with rent/income limits to ensure Garden Grove residents have access to quality affordable housing.

Discussion

See responses to questions above.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

| Sort Order | Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|------------|---------------------------------------|------------|----------|---|-----------------|--|--------------------------------------|--|
| 1 | Provide Decent and Affordable Housing | 2015 | 2020 | Affordable Housing Homeless Non-Homeless Special Needs | | Increase, Improve, and Preserve Affordable Housing Promote New Construction of Affordable Housing Provide Rental Assistance to Alleviate Cost Burden | CDBG: \$162,000 HOME: \$1,999,195 | Rental units rehabilitated: 7 Household Housing Unit Homeowner Housing Rehabilitated: 30 Household Housing Unit Rental Assistance: 20 Households |

| Sort Order | Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|------------|---|------------|----------|---|-----------------|---|------------------|---|
| 2 | Promote Equal Access to Housing | 2015 | 2020 | Affordable Housing Homeless Non-Homeless Special Needs | | Promote Equal Access to Housing | CDBG: \$34,932 | |
| 3 | Address the Needs of Homeless and Those At-Risk | 2015 | 2020 | Homeless | | Promote Programs to Meet Homeless Needs | ESG: \$3,978,289 | Tenant-based rental assistance / Rapid Rehousing: 113 Households Assisted Homeless Person Overnight Shelter: 434 Persons Assisted Homelessness Prevention: 235 Households Assisted Other: 300 persons assisted |

Commented [T4]: ESG
12 households assisted
12 ESG Total
ESG-CV
2 (CARES ESG Interval House)
5(CARES ESG Mercy House)
7 ESG-CV total
ESG-CV2
25 (IF)
15 (MH)
6 (IH)
20 (Stand)
12 (families)
16 (OCAPICA)
94 ESG-CV2 total

Commented [TT5]: ESG
69 ind. (IH)
50 (MH)
30 (TH)
149 ESG total
ESG-CV2
80 (IF)
60 (MH)
100 (IH)
45 (Colette)

Commented [T6]: ESG
10 households
10 ESG Total
ESG-CV
20 (ESG-CV Interval House)
14 (ESG-CV Mercy House)
25 (ESG-CV CAPOC)
59 ESG-CV total
ESG-CV2
10 (MH)

Commented [TT7]: ESG
100 ind.
ESG-CV
100 ind.
ESG-CV2
100 ind.

| Sort Order | Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|------------|---|------------|----------|---|-----------------|---|----------------------|---|
| 4 | Provide Community Services | 2015 | 2020 | Non-Homeless Special Needs Non-Housing Community Development | | Preserve and Improve Existing Supportive Services | CDBG: \$1,835,543 | Public service activities other than Low/Moderate Income Housing Benefit: 16,308 Persons Assisted \$423,268 (EN & CV1) + \$1,412,275 (CV3) |
| 5 | Promote Economic Development and Employment | 2015 | 2020 | Non-Housing Community Development | | Promote Economic Development and Employment | CDBG: \$930,449 | Jobs created/retained: 24 Jobs |
| 6 | Improve Lower-Income Neighborhoods | 2015 | 2020 | Non-Homeless Special Needs Non-Housing Community Development | | Address Public Facilities/Infrastructure Needs | CDBG: \$3,236,500 | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3000 Persons Assisted |

Commented [T8]: \$100,000+\$830,449

Commented [T9]: 4 Jobs (creation) + 20 Jobs (retention)= 24 Jobs

| Sort Order | Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|------------|--|------------|----------|---|-----------------|---|--|------------------------|
| 7 | Provide for Planning and Administration Activities | 2015 | 2020 | Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development | | Provide for Necessary Planning and Administration | CDBG: \$836,553 HOME: \$75,909 ESG: \$437,093 | |

Commented [T10]: \$397,691 (EN) + \$238,862 (CV1) + \$200,000 (CV3)

Commented [Ma11]: \$13,329-ESG (7.5%)
\$60,248-ESG-CV (10%)
\$363,516-ESG-CV2 (10%)
\$437,093 total

Table 6 – Goals Summary

Goal Descriptions

| | | |
|---|-------------------------|--|
| 1 | Goal Name | Provide Decent and Affordable Housing |
| | Goal Description | For FY 2019-20, the City will utilize CDBG and HOME funds to support affordable housing activities, including housing rehabilitation and acquisition/rehabilitation of rental housing, as well as Tenant Based Rental Assistance to literally homeless households. |

| | | |
|---|-------------------------|---|
| 2 | Goal Name | Promote Equal Access to Housing |
| | Goal Description | For FY 2019-20, the City will use CDBG funds to support fair housing services to be provided by the Fair Housing Foundation. |
| 3 | Goal Name | Address the Needs of Homeless and Those At-Risk |
| | Goal Description | For FY 2019-20, ESG funds will be used to support local service providers focused on addressing homelessness in the community. |
| 4 | Goal Name | Provide Community Services |
| | Goal Description | For FY 2019-20, the City will utilize CDBG funds to support a variety of senior services, including meal provision and social programs. CDBG funds will also be used to enhance safety in lower-income neighborhoods through gang and crime suppression programs. |
| 5 | Goal Name | Promote Economic Development and Employment |
| | Goal Description | For FY 2019-20, CDBG funds will be used for a small business loan program to assist four Garden Grove businesses in exchange for hiring low-income Garden Grove residents as full-time employees. |
| 6 | Goal Name | Improve Lower-Income Neighborhoods |
| | Goal Description | For FY 2019-20, CDBG funds will be used to fund a street improvement project and a sewer improvement project. |
| 7 | Goal Name | Provide for Planning and Administration Activities |
| | Goal Description | For FY 2019-20, the City will allocate a portion of CDBG, HOME, and ESG funds for the administration, planning, and monitoring of these programs. |

Projects

AP-35 Projects – 91.220(d)

Introduction

The Fiscal Year (FY) 2019-20 Action Plan implements the fifth year of the 2015 – 2020 Consolidated Plan and addresses HUD consolidated planning requirements for the Community Development Block Grant (CDBG), HOME Investment Partnership Act (HOME), and Emergency Solutions Grant (ESG) programs for the City of Garden Grove. This plan outlines the action steps that Garden Grove will use to address housing and community development needs in the City. The plan also includes a listing of activities that the City will undertake during FY 2019-20 (July 1, 2019 through June 30, 2020) that utilize CDBG, HOME and ESG funds.

Development of the FY 2019-20 Action Plan incorporates the Request for Proposal (RFP) process for ESG funds. The City makes its funding allocation decisions in part based on proposals received as part of the annual RFP process. Through this process, funds are awarded to eligible activities that support the goals and address the priority needs described in the Strategic Plan. While CDBG, HOME, and ESG funding allocations for FY 2019-20 will not address all of the community's priority needs, allocations are focused toward specific projects addressing high community priorities and producing tangible community benefits.

Projects

| # | Project Name |
|----|---|
| 1 | Administration and Planning |
| 2 | Benton Street Improvements |
| 3 | Beach/ Trask Sewer Improvements |
| 4 | Municipal Support |
| 5 | Fair Housing Services |
| 6 | Gang Suppression Services |
| 7 | Senior Center |
| 8 | Community SeniorServ |
| 9 | Senior Home Improvement Grant |
| 10 | Small Business Assistance Program |
| 11 | New Construction of Affordable Housing |
| 12 | Acquisition/ Rehabilitation of Affordable Housing |
| 13 | ESG19 Garden Grove |
| 14 | Tenant Based Rental Assistance |
| 15 | La Bonita Storm Drain Improvements |

| # | Project Name |
|----|--|
| 16 | Community Services Food Distribution Program |
| 17 | Food Box Program |
| 18 | Personal Protective Equipment |
| 19 | Homeless Services |

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Priority goals established in the 2015-2020 Consolidated Plan, which form the basis for establishing objectives and outcomes in the FY 2019-20 Action Plan, are as follows:

- Provide decent and affordable housing through new construction activities, acquisition and rehabilitation activities, rehabilitation assistance programs, lead-based paint hazard reduction efforts, and home ownership assistance.
- Promote equal access to housing for all residents.
- Address the needs of homeless individuals and those at risk of homelessness.
- Provide for a variety of community and support services.
- Improve lower-income neighborhoods through public facilities and infrastructure improvements.
- Promote economic development and employment opportunities.
- Provide for planning and administration activities to address housing and community development needs in the City

The major obstacle to addressing the underserved needs is the lack of adequate funding, especially for affordable housing activities. With the dissolution of redevelopment in California and reduced State and Federal funding levels, the City's ability to address the extensive needs in the community is seriously compromised.

AP-38 Project Summary

Project Summary Information

| | | |
|---|--|--|
| 1 | Project Name | Administration and Planning |
| | Target Area | |
| | Goals Supported | Provide for Planning and Administration Activities |
| | Needs Addressed | Provide for Necessary Planning and Administration |
| | Funding | CDBG: \$836,553 HOME: \$75,909 ESG: \$437,093 |
| | Description | Administration and planning for the CDBG and HOME programs |
| | Target Date | 6/30/2020 |
| | Estimate the number and type of families that will benefit from the proposed activities | N/A |
| | Location Description | N/A |
| | Planned Activities | Admin and planning of the CDBG and HOME programs |
| 2 | Project Name | Benton Street Improvements |
| | Target Area | |
| | Goals Supported | Improve Lower-Income Neighborhoods |
| | Needs Addressed | Address Public Facilities/Infrastructure Needs |
| | Funding | CDBG: \$1,694,500 |
| | Description | Street improvements in the area of Benton St |
| | Target Date | 6/30/2020 |
| | Estimate the number and type of families that will benefit from the proposed activities | 1753 individuals will benefit from the planned street improvement activities |

| | | |
|----------|--|---|
| | Location Description | Benton Street, south of Garden Grove Blvd and North of Trask Ave |
| | Planned Activities | Street improvements |
| 3 | Project Name | Beach/ Trask Sewer Improvements |
| | Target Area | |
| | Goals Supported | Improve Lower-Income Neighborhoods |
| | Needs Addressed | Address Public Facilities/Infrastructure Needs |
| | Funding | CDBG: \$1,542,000 |
| | Description | Sewer improvements in the area of Beach and Trask |
| | Target Date | 6/30/2020 |
| | Estimate the number and type of families that will benefit from the proposed activities | |
| | Location Description | |
| | Planned Activities | Sewer improvements |
| 4 | Project Name | Municipal Support |
| | Target Area | |
| | Goals Supported | Provide for Planning and Administration Activities |
| | Needs Addressed | Provide for Necessary Planning and Administration |
| | Funding | CDBG: \$24,097 |
| | Description | Indirect costs associated with the administration of the CDBG program |
| | Target Date | 6/30/2020 |
| | Estimate the number and type of families that will benefit from the proposed activities | N/A |
| | Location Description | N/A |
| | Planned Activities | N/A |
| 5 | Project Name | Fair Housing Services |
| | Target Area | |

| | | |
|---|--|--|
| | Goals Supported | Provide for Planning and Administration Activities |
| | Needs Addressed | Provide for Necessary Planning and Administration |
| | Funding | CDBG: \$34,932 |
| | Description | Affirmatively furthering fair housing in partnership with the Fair Housing Foundation |
| | Target Date | 6/30/2020 |
| | Estimate the number and type of families that will benefit from the proposed activities | N/A |
| | Location Description | N/A |
| | Planned Activities | N/A |
| 6 | Project Name | Gang Suppression Services |
| | Target Area | |
| | Goals Supported | Provide Community Services Improve Lower-Income Neighborhoods |
| | Needs Addressed | Preserve and Improve Existing Supportive Services |
| | Funding | CDBG: \$121,525 |
| | Description | Gang suppression activities administered by the Garden Grove Police Department's Gang Suppression Unit |
| | Target Date | 6/30/2020 |
| | Estimate the number and type of families that will benefit from the proposed activities | 1502 individuals will benefit from gang suppression activities |
| | Location Description | City Wide |
| | Planned Activities | Gang suppression throughout the City |
| 7 | Project Name | Senior Center |
| | Target Area | |
| | Goals Supported | Provide Community Services |
| | Needs Addressed | Preserve and Improve Existing Supportive Services |

| | | |
|---|--|--|
| | Funding | CDBG: \$156,743 |
| | Description | Senior services provided by the H. Louis Lake Senior Center |
| | Target Date | 6/30/2020 |
| | Estimate the number and type of families that will benefit from the proposed activities | 300 individuals will benefit from the services provided by the H. Louis Lake Senior Center |
| | Location Description | 11300 Stanford Ave, Garden Grove, CA 92840 |
| | Planned Activities | Food and programs designed to support Garden Grove senior citizens |
| 8 | Project Name | Community SeniorServ |
| | Target Area | |
| | Goals Supported | Provide Community Services |
| | Needs Addressed | Preserve and Improve Existing Supportive Services |
| | Funding | CDBG: \$50,000 |
| | Description | Home delivered and congregate meals provided to Garden Grove seniors |
| | Target Date | 6/30/2020 |
| | Estimate the number and type of families that will benefit from the proposed activities | 290 individuals will benefit from the services provided by Community SeniorServ |
| | Location Description | City Wide |
| | Planned Activities | Home delivered and congregate meals to Garden Grove senior citizens |
| 9 | Project Name | Senior Home Improvement Grant |
| | Target Area | |
| | Goals Supported | Provide Decent and Affordable Housing |
| | Needs Addressed | Increase, Improve, and Preserve Affordable Housing |
| | Funding | CDBG: \$143,000 |
| | Description | Grants to low-income Garden Grove seniors for home repair activities. |

Commented [T12]: \$20,000+\$30,000

Commented [T13]: 230+60=290
Check back when we receive SOW

| | | |
|-----------|--|--|
| | Target Date | 6/30/2020 |
| | Estimate the number and type of families that will benefit from the proposed activities | 30 households will benefit from the Senior Home Improvement Grant Program |
| | Location Description | City Wide |
| | Planned Activities | Housing rehabilitation activities |
| 10 | Project Name | Small Business Assistance Program |
| | Target Area | |
| | Goals Supported | Promote Economic Development and Employment |
| | Needs Addressed | Promote Economic Development and Employment |
| | Funding | CDBG: \$930,449 |
| | Description | Loans and grants to Garden Grove businesses in exchange for hiring or retaining low-income Garden Grove Jobs |
| | Target Date | 6/30/2020 |
| | Estimate the number and type of families that will benefit from the proposed activities | 37 Garden Grove businesses and no less than 37 low-income Garden Grove jobs will benefit from the program |
| | Location Description | City Wide |
| | Planned Activities | Business assistance and job creation activities |
| 11 | Project Name | New Construction of Affordable Housing |
| | Target Area | |
| | Goals Supported | Provide Decent and Affordable Housing |
| | Needs Addressed | Increase, Improve, and Preserve Affordable Housing |
| | Funding | HOME: \$341,597 |
| | Description | New Construction of Affordable Housing |
| | Target Date | 6/30/2020 |
| | Estimate the number and type of families that will benefit from the proposed activities | 20 Homeless Households |

Commented [T14]: \$100,000+\$830,449

Commented [T15]: Changed to 24 businesses and residents benefiting from the program.

| | | |
|----|---|---|
| | Location Description | City Wide |
| | Planned Activities | New Construction of Affordable Housing |
| 12 | Project Name | Acquisition/ Rehabilitation of Affordable Housing |
| | Target Area | |
| | Goals Supported | Provide Decent and Affordable Housing |
| | Needs Addressed | Increase, Improve, and Preserve Affordable Housing |
| | Funding | HOME: \$341,590 |
| | Description | Acquisition/ Rehabilitation of Affordable Housing |
| | Target Date | 6/30/2020 |
| | Estimate the number and type of families that will benefit from the proposed activities | |
| | Location Description | |
| | Planned Activities | Acquisition/ Rehabilitation of Affordable Housing |
| 13 | Project Name | ESG19 Garden Grove |
| | Target Area | |
| | Goals Supported | Address the Needs of Homeless and Those At-Risk |
| | Needs Addressed | Promote Programs to Meet Homeless Needs |
| | Funding | ESG: \$3,978,289 |
| | Description | Activities to combat homelessness |
| | Target Date | 6/30/2020 |
| | Estimate the number and type of families that will benefit from the proposed activities | Tenant-based rental assistance / Rapid Rehousing: 113 Households Assisted Homeless Person Overnight Shelter: 434 Persons Assisted Homelessness Prevention: 235 Households Assisted Other: 300 persons assisted |
| | Location Description | City Wide |
| | Planned Activities | Activities to combat homelessness |
| | Project Name | Tenant Based Rental Assistance |

Commented [T16]: ESG
12 households assisted
12 ESG Total
ESG-CV
2 (CARES ESG Interval House)
5(CARES ESG Mercy House)
7 ESG-CV total
ESG-CV2
25 (IF)
15 (MH)
6 (IH)
20 (Stand)
12 (families)
16 (OCAPICA)
94 ESG-CV2 total
113 total

Commented [TT17]: ESG
69 ind. (IH)
50 (MH)
30 (TH)
149 ESG total
ESG-CV2
80 (IF)
60 (MH)
100 (IH)
45 (Colette)
285 ESG-CV2 total
434 Total

Commented [T18]: ESG
10 households
10 ESG Total
ESG-CV
20 (ESG-CV Interval House)
14 (ESG-CV Mercy House)
25 (ESG-CV CAPOC)
59 ESG-CV total
ESG-CV2
10 (MH)
72 (IH)
84 (OCAPICA)
166 ESG-CV2 Total
235 total

Commented [TT19]: ESG
100 ind.
ESG-CV
100 ind.
ESG-CV2
100 ind.

| | | |
|----|--|---|
| 14 | Target Area | |
| | Goals Supported | Provide Decent and Affordable Housing |
| | Needs Addressed | Provide Rental Assistance to Alleviate Cost Burden |
| | Funding | PRIOR YEAR HOME: \$500,000 |
| | Description | TBRA for the homeless |
| | Target Date | 6/30/2020 |
| | Estimate the number and type of families that will benefit from the proposed activities | |
| | Location Description | City Wide |
| | Planned Activities | Rental Assistance for extremely low homeless families |
| 15 | Project Name | La Bonita Storm Drain Improvements |
| | Target Area | |
| | Goals Supported | Improve Lower-Income Neighborhoods |
| | Needs Addressed | Address Infrastructure Needs |
| | Funding | PRIOR YEAR CDBG: \$662,500 |
| | Description | Infrastructure improvement |
| | Target Date | 6/30/2020 |
| | Estimate the number and type of families that will benefit from the proposed activities | |
| | Location Description | City Wide |
| 16 | Planned Activities | Infrastructure Developments |
| | Project Name | Community Services Food Distribution Program |
| | Target Area | City Wide |
| | Goals Supported | Provide Community Services |
| | Needs Addressed | Preserve and Improve Existing Supportive Services |
| | Funding | \$45,000 |
| | Description | Provide meals to low-income families |

| | | |
|----|--|---|
| | Target Date | 6/30/2020 |
| | Estimate the number and type of families that will benefit from the proposed activities | 1300 individuals will benefit from the services provided by Community Services Department |
| | Location Description | Buena Clinton Youth & Family Center and Magnolia Family Resource Center |
| | Planned Activities | Provide meals to low-income families |
| 17 | Project Name | Food Box Program |
| | Target Area | City Wide |
| | Goals Supported | Provide Community Services |
| | Needs Addressed | Preserve and Improve Existing Supportive Services |
| | Funding | \$20,000 |
| | Description | Provide prepackaged groceries to low-income families |
| | Target Date | 6/30/2020 |
| | Estimate the number and type of families that will benefit from the proposed activities | 1050 individuals will benefit from the services provided by Community Services Department |
| | Location Description | Buena Clinton Youth & Family Center and Magnolia Family Resource Center |
| | Planned Activities | Provide prepackaged groceries to low-income families |
| 18 | Project Name | Personal Protective Equipment |
| | Target Area | City Wide |
| | Goals Supported | Provide Community Services |
| | Needs Addressed | Preserve and Improve Existing Supportive Services |
| | Funding | \$30,000 |
| | Description | Purchase personal protective equipment for Garden Grove first responders |
| | Target Date | 6/30/2020 |
| | Estimate the number and type of families that will benefit from the proposed activities | 11,836 individuals will benefit from the purchase of personal protective equipment |

36

Annual Action Plan
2019

OMB Control No: 2506-0117 (exp. 06/30/2018)

| | | |
|--|-----------------------------|----------------------------|
| | Location Description | City Wide |
| | Planned Activities | Provide community services |

| | | |
|----|--|---|
| 19 | Project Name | Homeless Services |
| | Target Area | City Wide |
| | Goals Supported | Provide Community Services |
| | Needs Addressed | Address the needs of the homeless and those at-risk |
| | Funding | \$1,412,275 |
| | Description | Provide services to the homeless and those at risk of becoming homeless |
| | Target Date | 6/30/2022 |
| | Estimate the number and type of families that will benefit from the proposed activities | Approximately 200 homeless or at risk individuals will benefit from these services. |
| | Location Description | City Wide |
| | Planned Activities | Provide community services |

Annual Action Plan
2019

OMB Control No: 2506-0117 (exp. 06/30/2018)

AP-50 Geographic Distribution – 91.220(f)**Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The City has not established specific target areas to focus the investment of CDBG funds. Appendix C contains a map of block groups illustrating the lower-income areas in the City (defined as a block group where at least 51 percent of the population have incomes not exceeding 80 percent of the Area Median Income). Investments in housing and community development services serving special needs populations and primarily lower-income persons will be made throughout the City. Housing assistance will be available to income-qualified households citywide.

Geographic Distribution

| Target Area | Percentage of Funds |
|-------------|---------------------|
| | |

Table 8 - Geographic Distribution**Rationale for the priorities for allocating investments geographically**

The majority of the City of Garden Grove qualifies as a low- and moderate-income area. Therefore, given the extensive needs in the community, the City has not targeted any specific neighborhood for investment of CDBG and HOME funds. Instead, projects are evaluated on a case-by-case basis, considering emergency needs, cost effectiveness, feasibility, and availability of other funding to address the needs or leverage federal funds.

Discussion

See responses above.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City plans to utilize HOME and CDBG funds to support its authorized housing activities, including the Senior Home Improvement program, as well as the acquisition/ rehabilitation of affordable housing units.

| One Year Goals for the Number of Households to be Supported | |
|---|----|
| Homeless | 20 |
| Non-Homeless | 30 |
| Special-Needs | 0 |
| Total | 50 |

Table 9 - One Year Goals for Affordable Housing by Support Requirement

| One Year Goals for the Number of Households Supported Through | |
|---|----|
| Rental Assistance | 20 |
| The Production of New Units | 0 |
| Rehab of Existing Units | 30 |
| Acquisition of Existing Units | 7 |
| Total | 57 |

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

See above

AP-60 Public Housing – 91.220(h)

Introduction

No public housing is located in Garden Grove.

Actions planned during the next year to address the needs to public housing

Not applicable as there is no public housing in Garden Grove.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

Not applicable.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable.

Discussion

See responses above.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

Homeless and homeless prevention services are identified as a high priority need in the 2015-2020 Consolidated Plan. The City plans to address the needs of homeless individuals and those at risk of homelessness through allocation of CDBG and ESG funds to support local efforts to prevent and address homelessness. The City will also continue to participate in the Orange County Continuum of Care System for the Homeless.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Garden Grove participates in the Orange County Continuum of Care (CoC) system. For the past several years, leadership and coordination of Orange County's Continuum of Care planning process has been the shared responsibility of OC Partnership, 211 Orange County, and the OC Community Services. This public /nonprofit partnership helps ensure comprehensive, regional coordination of efforts and resources to reduce the number of homeless and persons at risk of homelessness throughout Orange County. This group serves as the regional convener of the year-round CoC planning process and as a catalyst for the involvement of the public and private agencies that make up the regional homeless system of care, of which Garden Grove is a part. The Orange County Continuum of Care system consists of six basic components:

1. Advocacy on behalf of those who are homeless or at-risk of becoming homeless
2. A system of outreach, assessment, and prevention for determining the needs and conditions of an individual or family who is homeless
3. Emergency shelters with appropriate supportive services to help ensure that homeless individuals and families receive adequate emergency shelter and referrals
4. Transitional housing to help homeless individuals and families who are not prepared to make the transition to permanent housing and independent living
5. Permanent housing or permanent supportive housing to help meet the long term needs of homeless individuals and families
6. Reducing chronic homelessness in Orange County and addressing the needs of homeless families and individuals using motels to meet their housing needs

In this program year, the City plans to fund street outreach services to reach out to unsheltered homeless people; connect them with emergency shelter, housing or critical services; and provide urgent non-facility-based care to unsheltered homeless people who are unwilling or unable to access emergency

shelter, housing or an appropriate health facility.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City actively participates in the Orange County CoC by attending meetings to discuss how to establish performance measures that benefit the broader goals of the region. Consistent with the objectives of the countywide CoC, the City's Neighborhood Improvement Committee has developed several strategies to address homelessness. Some of the tasks recently undertaken by the City include: 1) assisting with the Point in Time Survey conducted by the County of Orange and CityNet; 2) development of a brochure for homeless persons that includes an inventory of local community resources; and 3) collaborating with neighboring jurisdictions receiving ESG funds to discuss issues, concerns, and best practices for meeting the needs of the homeless population.

In addition, the City plans to address the emergency and transitional housing needs of homeless persons through its allocation of CDBG and ESG funds. Garden Grove supports several homeless services providers that provide emergency and transitional shelters. These include:

- Interval House (domestic violence shelter for support services to victims of domestic violence)
- Thomas House Temporary Shelter (food supply, shelter, and life skill resources to homeless families)
- Mercy House (seasonal homeless shelter and support services)

The City mobilizes its Section 8 Housing Choice Voucher program, to the extent possible, to address the needs of homeless individuals and families. The Housing Authority gives homeless families referred by social service and emergency/transitional shelter programs preference for Section 8 vouchers to assist in transitioning to stable and permanent housing.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City plans to fund Interval House to provide short to medium term rental assistance for up to 24 months, including up to six months of rental arrears, to homeless individuals and families. Housing assistance provided will be located in permanent housing. In addition, Interval House will provide housing relocation, stabilization, case management, legal services for housing needs, and credit repair assistance. All services are designed to seamlessly transition clients into suitable and stable permanent

housing.

Interval House advocates are specialized in assisting clients with housing search and placement through established operational agreements with over 40 landlords. It is the adopted charity for the Apartment Association. Clients may be immediately housed in local CoC shelters or access emergency homeless assistance through social services during housing search. All ineligible applicants are offered resources through 2-1-1 Orange County.

The City has created the Homeless Emergency Assistance Rental Transition (HEART) Program, which is a Tenant Based Rental Assistance Program for literally homeless individuals and households. The Program will utilize \$500,000 in HOME funds to assist homeless households with rental payments (including security and utility deposits) for a 12-month period. The goal is to assist 20 households during FY 19-20.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

One of the key strategies for homeless prevention is employment development. The goal is to enhance a person's ability to obtain and keep a job, and to make an adequate income to be self-sufficient. To that end, the Garden Grove Housing Authority operates a Family Self Sufficiency Program (FSS) within its jurisdiction. FSS is a HUD program that provides the following support services: educational and/or job assessment, enrollment in an educational or job training program, childcare provisions, transportation, case management, budget counseling, and First Time Home Buyer counseling. Additional resources for employment development are described in detail under workforce training initiatives in Section MA-45 Non-Housing Community Development Assets of this Consolidated Plan.

The City works diligently to expand and conserve the affordable housing inventory, especially affordable rental housing that benefits the extremely low- and very low-income households who are most at risk of becoming homeless. Lower-income households referred to the Housing Authority by local transitional housing and emergency shelters are given priority for the Section 8 program.

The City will allocate ESG funds to provide financial assistance such as short to medium term rental assistance for up to 24 months, including up to six months of arrears, to individuals and families at imminent risk of homelessness. The housing assistance provided will be located in permanent housing. In addition, funds for homeless prevention will also provide financial assistance such as rental application fees, security deposits and/or services such as case management, housing search and placement, and

legal services.

The City will fund Mercy House to provide homeless prevention services. Mercy House will engage persons in need of homeless prevention through referrals from 2-1-1 Orange County and will participate in the Orange County Homeless Provider Forum. To ensure that the most vulnerable are served, eligible households will be those at imminent risk of homelessness, who fall at or below 30% AMI, and have been served a notice of eviction. Mercy House will work with households to increase income, find employment, and set a household budget that will prepare them for long term stability and to prevent recidivism and homelessness. In addition, while receiving services, case managers from Mercy House will meet with the household receiving assistance regularly to encourage accomplishments of goals, money savings, and debt payoffs.

Discussion

See responses above.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

Lack of Affordable Housing Funds: With the dissolution of redevelopment in California, the City of Garden Grove has lost its most powerful tool and funding mechanism to provide affordable housing in the community. Funding at the State and federal levels has also continued to experience significant cuts. With reduced funding and increased housing costs, the City faces significant challenges in providing affordable and decent housing opportunities for lower-income residents.

Environmental Protection: State law (California Environmental Quality Act, California Endangered Species Act) and federal law (National Environmental Protection Act, Federal Endangered Species Act) regulations require environmental review of proposed discretionary projects (e.g., subdivision maps, use permits, etc.). Costs resulting from the environmental review process add to the cost of housing.

Planning and Development Fees: Development fees and taxes charged by local governments contribute to the cost of housing. Building, zoning, and site improvement fees can significantly add to the cost of construction and sometimes have a negative effect on the production of affordable housing. A comparative analysis of building fees by the Building Industry Association of Orange County shows that Garden Grove has fees comparable to and in some cases lower than neighboring jurisdictions (Fountain Valley, Santa Ana, Stanton, and Westminster).

Permit and Processing Procedures: The processing time required to obtain approval of development permits is often cited as a contributing factor to the high cost of housing. For some proposed development projects, additional time is needed to complete the environmental review process before an approval can be granted. Unnecessary delays add to the cost of construction by increasing land holding costs and interest payments. In Garden Grove, the review process takes approximately two to four weeks for a typical single-family project, six to eight weeks for a typical multi-family project, approximately 10 to 12 weeks for a planned unit development, and 10 to 12 weeks for a state-licensed residential care facility serving seven or more persons. These timeframes are fairly consistent with surrounding jurisdictions. The City has worked to improve the permit process through its one-stop counter and streamlined processing. The reduction in processing time results in a shorter holding time for the developer, which translates to cost savings that should be reflected in the prices or rents for the end products.

State Prevailing Wage Requirements: The State Department of Industrial Relations expanded the kinds of projects that require the payment of prevailing wages. Prevailing wage adds to the overall cost of development.

Davis-Bacon Prevailing Wages: A prevailing wage must be paid to laborers when federal funds are used to pay labor costs for any project over \$2,000 or on any multi-family project over eight units. The prevailing

wage is usually higher than competitive wages, raising the cost of housing production and rehabilitation activities. Davis-Bacon also adds to housing costs by requiring documentation of the prevailing wage compliance.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Market and governmental factors pose barriers to the provision of adequate and affordable housing. These factors tend to disproportionately impact lower- and moderate-income households due to their limited resources for absorbing the costs. Garden Grove works to remove barriers to affordable housing by implementing a Housing Element that is consistent with California law and taking actions to reduce costs or provide off-setting financial incentives to assist in the production of safe, high-quality, affordable housing. The City is committed to removing governmental constraints that hinder the production of housing, and offers a “one-stop” streamlined permitting process to facilitate efficient entitlement and building permit processing.

The City of Garden Grove has instituted additional actions aimed at reducing the impact of the public sector role in housing costs. City efforts to remove barriers to affordable housing include:

- Periodical analysis and revision of the zoning code aimed at developing flexible zoning provisions in support of providing an adequate supply of desirable housing, such as mixed use zoning standards and updates to the Housing Element
- Provision of affordable housing projects through acquisition and rehabilitation activities, and new construction of affordable housing units
- Establishing a streamlined service counter to reduce process time
- Density bonuses for affordable projects
- Continued assessment of existing policies, procedures, and fees to minimize unnecessary delays and expenses to housing projects

The City has updated its Analysis of Impediments to Fair Housing Choice (AI) report in coordination with other local jurisdictions. This report identifies any potential impediments to fair housing and establishes a Fair Housing Action Plan to outline steps to overcome any identified impediments.

Discussion:

See responses above.

AP-85 Other Actions – 91.220(k)

Introduction:

This section discusses the City's efforts in addressing underserved needs, expanding and preserving affordable housing, reducing lead-based paint hazards, and developing institutional structure for delivering housing and community development activities.

Actions planned to address obstacles to meeting underserved needs

The major obstacle to addressing underserved needs is the lack of adequate funding, especially for affordable housing activities. With the dissolution of redevelopment in California and reduced State and federal funding levels, the City's ability to address the extensive needs in the community is seriously compromised. The City will strive to leverage available funds, to the greatest extent possible, to overcome obstacles in meeting underserved needs.

The City has adopted its 2014-2021 Housing Element, which includes a commitment to annually pursue State, federal, and other funding opportunities to increase the supply of safe, decent, affordable housing in Garden Grove for lower-income households (including extremely low-income households), such as seniors, disabled, the homeless, and those at risk of homelessness. In addition, the leveraging of available funds, to the greatest extent possible, will continue.

Actions planned to foster and maintain affordable housing

Garden Grove has several programs in place to increase and preserve the supply of affordable housing for lower-income households. One of these programs produces affordable housing through the acquisition and rehabilitation of existing housing units, as well as the construction of new units. In the past, the City has partnered with nonprofit organizations and housing developers to accomplish this goal. Increased sustainability of existing single-family housing is accomplished through the provision of grants to low-income senior citizens to make necessary repairs to their homes.

Actions planned to reduce lead-based paint hazards

The City has an aggressive policy to identify and address lead-based paint hazards in HUD-funded housing rehabilitation projects. All housing units rehabilitated with federal funds are first inspected by a licensed professional for the presence of lead-based paint. The City ensures lead-safe work practices are used to perform all rehabilitation where lead-based paint is identified. All homes identified as containing lead

paint are tested post-rehabilitation to ensure the hazard has been mitigated.

Actions planned to reduce the number of poverty-level families

Garden Grove continues to look for ways to expand economic activities to include all people, including those at or below the poverty line. In the past, the City has focused on the creation of jobs for low- and moderate-income persons through economic development in the Harbor Boulevard area. In recent years, the Small Business Assistance Loan Program was introduced as a job creation activity that offers financial assistance to for-profit businesses in exchange for them to hire at least one new, low-income, full-time employee.

In addition, other essential elements of the City's anti-poverty strategy include:

- Section 8 Housing Choice Voucher Program
- Housing Choice Voucher Family Self Sufficiency Program
- Economic Development programs
- Workforce Investment Board outreach and training programs
- Anti-crime programs
- Housing Rehabilitation programs
- Creation of Affordable Housing
- Transitional housing and homeless service programs

Through these programs, the City is working to reduce the number of families living below the poverty line. The goals and strategies contained in this Consolidated Plan for funding housing, community development, and community services activities often directly address poverty issues through provision of funding or services, or indirectly through the creation of jobs.

In addition, the City will allocate up to 15% of its CDBG funds annually to public service agencies that offer supportive services in an effort to reduce poverty.

Actions planned to develop institutional structure

Successful program implementation requires coordination, both internally and with outside agencies. The City makes changes, as needed, to its staff assignments to address the administrative, planning, and reporting needs of CDBG, HOME, and ESG funds. Project management improvements have included strengthened project eligibility review and staff training of regulatory compliance and procedures. The City of Garden Grove Neighborhood Improvement Division of the Community and Economic Development Department serves as the lead agency in the administration and compliance of CDBG, HOME, and ESG programs and grant management. The Neighborhood Improvement Division coordinates activities related

to CDBG, HOME, and ESG funds, including coordination of internal departments, outside agencies, and grant recipients.

The City's ongoing efforts in its institutional structure include strengthening project designs through negotiating stronger and more specific performance goals for project contracts. This includes ongoing education and technical assistance for program stakeholders including fellow City Departments implementing HUD-funded programs, outside contractors, the Neighborhood Improvement and Conservation Commission, the City Council, and the public in general regarding the overall objectives and eligible and ineligible uses of each of our HUD funds.

The City also amended the Citizen Participation Plan to make it more readable and to officially designate the City Council as the public hearing body. It worked closely with the Neighborhood Improvement and Conservation Commission to deepen their understanding of the CDBG, HOME, and ESG programs.

Capacity-building is another development component within the City's institutional structure. In addition to in-house training and development of improved management systems, the City will continue to participate in all HUD training offered locally. To gather more information, build staff knowledge, and seek regional solutions to regional problems, the City participates in regional efforts such as the Orange County Continuum of Care for the Homeless.

Actions planned to enhance coordination between public and private housing and social service agencies

Housing, supportive services, and community development activities are delivered by a number of public agencies, nonprofit entities, and private organizations. The City of Garden Grove will continue to function in a coordinating role between local non-profit service providers and other county, State, and federal organizations, as well as regional agencies and plans such as the Orange County Continuum of Care (CoC).

To enhance coordination, the City participates in regional planning groups and forums to foster collaboration with other agencies and organizations. Through collaboration, the City identifies common goals and strategies to avoid overlaps in services and programs and identify potential for leveraging resources. The City also continues to work with a wide range of public and community social service agencies to meet and address the various needs of the community. The City also utilizes the services of 211 Orange County, whose mission is to help people in the community find the help they need by eliminating the barriers to finding and accessing social services.

Discussion:

See responses above.

Program Specific Requirements
AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

| | |
|--|----------|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed | 0 |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0 |
| 3. The amount of surplus funds from urban renewal settlements | 0 |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan | 0 |
| 5. The amount of income from float-funded activities | 0 |
| Total Program Income: | 0 |

Other CDBG Requirements

| | |
|---|---------|
| 1. The amount of urgent need activities | 0 |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 100.00% |

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Annual Action Plan
2019

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(l)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

None

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

Not applicable as the City will not be using HOME funds to provide homebuyer assistance.

In 2019-20, the City will use HOME funds for acquisition with or without rehabilitation of existing multi-family rental housing. Guidelines for HOME-funded homebuyer assistance, single-family rehabilitation, housing reconstruction, manufactured housing, refinancing, and conversion of existing structures to or from housing are, therefore, not described here.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

While the City does not anticipate providing federally-funded home buying assistance during this 2015-2020 Consolidated Plan period, we have partnered with a local bank to offer a first-time homebuyer program to purchase a home in Garden Grove. The First-Time Homebuyer program includes resale and recapture guidelines pursuant to 24 CFR 92.254.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The City of Garden Grove does not intend to use HOME funds to refinance existing debt secured by multifamily housing that is being rehabilitated with HOME funds.

Emergency Solutions Grant (ESG)

Reference 91.220(l)(4)

1. Include written standards for providing ESG assistance (may include as attachment)

Please see City of Garden Grove Protocols for Administering The Emergency Solutions Grant, included

as Appendix B.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

The City of Garden Grove participates in the Orange County Continuum of Care system (CoC). The Orange County CoC has established the Orange County Homeless Management Information System (HMIS), an online database used by homeless and at-risk service providers that records demographic and service usage data and produces an unduplicated count of the people using those services.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

The City, along with the cities of Anaheim, Santa Ana and the County of Orange, have developed the Orange County ESG collaborative. During the 5-year Consolidated Plan cycle, the collaborative conducts an open and competitive Request for Proposal process for making sub-awards.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The City consults with the Continuum of Care, which has former homeless individuals as members. Subrecipients who run the shelters and the rapid re-housing programs in the community have former homeless individuals in their organizations who help shape policies and make decisions about services and programs that receive ESG funding.

5. Describe performance standards for evaluating ESG.

The performance standards for evaluating ESG are described in the Protocols for Administration of The Emergency Solutions Grant, included in Appendix B.

See responses above.

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To: Scott C. Stiles From: Teresa Pomeroy

Dept.: City Manager Dept.: City Clerk

Subject: Appointments to the Administrative Board of Appeals. (*Continued Action Item from the meeting held on January 26, 2021.*) Date: 2/9/2021

Attached is the list of applicants for the Administrative Board of Appeals. This Board consists of five volunteer members that meets on call by the City's Building Official to determine suitability of alternate material and types of construction, and provides final interpretation of the provisions of Building Codes, City Codes and ordinances; and reviews water billing disputes.

ATTACHMENTS:

| Description | Upload Date | Type | File Name |
|--------------------|--------------------|-----------------|---|
| List of Applicants | 2/3/2021 | Backup Material | 2-9-21_ADMINISTRATIVE_BOARD_OF_APPEALS_APPLICANTS.pdf |

ADMINISTRATIVE BOARD OF APPEALS APPLICANTS (originally submitted on January 26, 2021)

Joshua Peacock

Brandon Chavira (appointed to the Neighborhood Improvement and Conservation Commission on January 26, 2021)

Brian Wolsky

James Kester

Kathleen Ladd

Arturo Arestegui

Cindy Tran

Names in bold are current board members.

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To: Mayor and City Council From: Mayor Pro Tem Kim Nguyen
Dept.: Dept.:
Subject: Discussion on adoption of a Date: 2/9/2021
Proclamation celebrating
February as Black History
Month, as requested by
Mayor Pro Tem Kim Nguyen.

Attached for discussion is a proclamation celebrating February as Black History Month in Garden Grove.

ATTACHMENTS:

| Description | Upload Date | Type | File Name |
|--------------------|--------------------|--------------|------------------------------------|
| Proclamation | 2/3/2021 | Proclamation | 2-9- 21_Black_History_Month.pdf |

Proclamation

February as Black History Month

WHEREAS, during the month of February, we celebrate the vast contributions of African Americans to our Nation's history and identity. Black History Month is designed to recognize and pay tribute to the contributions that African Americans made, and continue to make to our nation's economic, cultural, spiritual, and political development; and

WHEREAS, the 2021 national theme for Black History Month is "The Black Family: Representation, Identity, and Diversity." The Black family is diasporic and complex, and has long been a topic of study in history, literature, art, film, sociology, anthropology, and social policy. The family offers a rich tapestry of images for exploring the African American past and present. Throughout Black history, factors such as slavery, inequality, and poverty have put pressure on maintaining family ties, while also strengthening the bonds within micro-communities, where Black individuals have found emotional comfort. Throughout history, the Black family has been an incredible source of comfort, strength, and survival; and

WHEREAS, the legacy of slavery and segregation still persists in our nation, and the observance of Black History Month calls our attention to the continued need to battle racism and build a society that lives up to its democratic ideals; and

WHEREAS, the City of Garden Grove is proud to be an inclusive community in which all individuals are respected and recognized for their contributions and potential contributions on a local, state, national, and global level.

NOW THEREFORE, BE IT PROCLAIMED that February 2021 is Black History Month in Garden Grove and all residents are encouraged to celebrate diversity and work together to create a world that is more just, peaceful, and prosperous for all.

February 9, 2021

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To: Mayor and City Council From: Mayor Pro Tem Kim Nguyen
Dept.: Dept.:
Subject: Discussion on adoption of a Date: 2/9/2021
Proclamation celebrating the
Tet Lunar New Year
commencing February 12,
2021, as requested by Mayor
Pro Tem Kim Nguyen.

Attached for discussion is a proclamation celebrating the Lunar New Year.

ATTACHMENTS:

| Description | Upload Date | Type | File Name |
|--------------------|--------------------|--------------|---|
| Proclamation | 2/3/2021 | Proclamation | 2-9-21_Proclamation_ _Lunar_New_Year.pdf |

Proclamation

Celebrating February 12, 2021, as Lunar New Year

WHEREAS, Garden Grove enjoys the privilege of a rich diversity that includes the internationally known Little Saigon; and

WHEREAS, Little Saigon is the home of the largest Vietnamese American population and is fortunate to share in its rich and vibrant culture; and

WHEREAS, Tết or the Vietnamese Lunar New Year is one of the most important celebrations in Vietnamese culture; and

WHEREAS, *Tết Nguyên Đán*, which means "Feast of the First Morning of the First Day" that celebrates the arrival of spring based on the Vietnamese calendar; and

WHEREAS, the year 2021 is identified as the year of the Ox, which represents stability and security achieved through hard work, routine, convention and tradition; and

WHEREAS, Tết is an occasion to share traditional foods, enjoy family reunions, and to forget about the troubles of the past year and hope for a healthy, happy and prosperous new year.

NOW THEREFORE BE IT PROCLAIMED that February 12, 2021, be celebrated in Garden Grove as the Vietnamese Lunar New Year and to hope this Lunar New Year will be a year of good health, happiness, and prosperity.

February 9, 2021

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

| | | | |
|----------|---|--------|---------------|
| To: | Scott C. Stiles | From: | Patricia Song |
| Dept.: | City Manager | Dept.: | Finance |
| Subject: | Financial update for Fiscal Year 2020-21 and budget considerations for fiscal years 2021 through 2023 as requested by City Manager Stiles. (<i>Action Item</i>) | | |
| | | Date: | 2/9/2021 |

OBJECTIVE

For the City Council to receive financial updates including the operating results of Fiscal Year 2019-20, current year's fiscal performance, and general considerations to develop fiscal years 2021 through 2023 biennial budget.

BACKGROUND

The Fiscal Year 2019-20 financial audit was completed in December 2020. The audited financial result was consistent with our projections where surplus from Fiscal Year 2019-20 was used to balance the current year's budget. The state of economy continues to experience significant uncertainty due to the COVID-19 pandemic. Staff has been diligently evaluating its impact to our financial condition to timely formulate strategies to contain cost, maintain cash flow, and explore options to maintain essential services for our community. This update is to share the audited financial result of last fiscal year, provide a revised estimate for the current year, and discuss some general considerations to plan for the development of our next biennial budget.

DISCUSSION

General Fund Fiscal Year 2019-20 Operating Results

The General Fund closed Fiscal Year 2019-20 with a positive operating result despite the pandemic. This is largely due to the newly approved Measure O which brought in additional sales tax revenue of \$20.0 million. Without Measure O, we would have ended the year with a \$4.8 million deficit. Total General Fund revenues exceeded expenditures by \$15.2 million per audited financial statements. Included in the \$15.2 million, are \$7.0 million budget savings from the unspent FY2019-20 allocations to various projects and programs. These funds are not considered as

available resources as they are carried over to the current fiscal year to complete those projects and programs.

When the City Council adopted the Fiscal Year 2020-21 amended budget, \$3.2 million from the then-anticipated FY2019-20 surplus was used to balance the current year's budget. Excluding this amount and the \$7.0 million previously committed funds to complete ongoing projects and programs, there is approximately \$5.0 million that are remaining from the Fiscal Year 2019-20 surplus. This money can be used to bridge the gap of projected revenue shortfall in Fiscal Year 2021-22, with any remaining balance to establish a much needed comprehensive infrastructure plan.

COVID-19 Related Costs and Relief Funds Received

As of January 14, 2020, we have incurred \$2.8 million in costs directly related to the pandemic. Among this cost, \$2.3 million is for City employee salaries and benefits, which includes \$369,147 in emergency sick leave pay under the Families First Coronavirus Response Act (FFCRA), and \$524,161 for materials, equipment and supplies. A total of 44,353 staff hours were incurred directly attributable to COVID-19, with an additional 10,084 hours paid in accordance with the FFCRA.

Table 1 – COVID-19 Related Direct Cost
March 16, 2020 through January 14, 2021

| | Amount |
|---|---------------------|
| Direct Personnel Cost | \$ 2,324,721 |
| Costs of Emergency Supplies and Commodities | 310,679 |
| Cost of Emergency Services | 71,217 |
| Cost of Equipment and Vehicle Use | 53,277 |
| Other Costs | 88,989 |
| Total Cumulative to Date | \$ 2,848,882 |

These costs were absorbed in the various departments' operating budget. Some of the costs were offset by the Coronavirus Aid, Relief, and Economic Security (CARES) Act funds allocated to the City and other grants through the State and the County.

In addition to costs incurred, the City also suffered significant loss of revenue directly caused by the pandemic. We estimate a revenue loss accumulated to approximately \$20.0 million since March 2020, primarily in Transient Occupancy Tax.

The Treasury established a \$150.0 billion Coronavirus Relief Fund under the CARES Act. The City has identified a total of \$18.9 million that is available to the City through either pass-through allocations or reimbursement requests. To date, the City has received \$6.7 million in CARES funds. Below is a summary of all the relief funds allocated to and received by the City.

Table 2 – CARES Act Funding Summary
Cumulative to date

| | | Amount |
|--|---|----------------------|
| Funding Received: | | |
| County | Pass-through Allocation - County | \$ 1,545,490 |
| DOF | Pass-through Allocation - State | 2,158,291 |
| County | Economic Support - County | 617,600 |
| HUD | Housing Choice Voucher Program - HUD | 1,152,338 |
| HUD | Housing Assistance Payment Program - HUD | 1,257,995 |
| Total Received | | \$ 6,731,714 |
| Additional Eligible Funding Sources: | | |
| HUD | CDBG-CV1 - Jobs First Business Program | \$ 1,194,311 |
| HUD | CDBG-CV3 | 1,612,275 |
| HUD | ESG-CV1 - Housing programs | 602,846 |
| County | ESG-CV2 - Housing/Homeless programs | 3,635,163 |
| County | District 1 - Small Business Grant Program | 4,010,000 |
| HUD | Mainstream Housing Voucher Program | 1,125,000 |
| Total Additional Eligible Funding | | \$ 12,179,595 |
| Total CARES Funding Available to the City | | \$ 18,911,309 |

General Fund Fiscal Year 2020-21 Mid-Year Update

We are half way through Fiscal Year 2020-21. Expenditure wise, we are right on target. Staff has been following the cost containment measures established by our City Manager in April 2020, which included a hiring freeze, restricted travel and training, and reduced capital spending. As an effort to balance this year's budget, we removed funding for 22 vacant positions across several departments. As a result, any "budget savings" from personnel costs will be minimized this year.

On the revenue front, we project our overall General Fund revenue will just reach the budgeted level. The three major revenue sources, property taxes, sales taxes (including Measure O), and transient occupancy tax (TOT) contributes over 80% of total General Fund revenues. Property taxes are estimated to be slightly over the budgeted level, thanks to the strong real estate market. The City has seen a steady appreciation of its assessed value.

TOT on the other hand, has suffered more losses than we had anticipated when we adopted our amended budget. TOT revenue for the first six months of the current fiscal year totaled \$2.7 million, which is a reduction of more than 80.0% comparing to the same period of last fiscal year (pre-pandemic). Our amended FY2020-21 budget projected TOT revenue at \$10.5 million. Based on the year-to-date actual and current pandemic situation, we are anticipating a shortfall of \$5.2 million in TOT revenue.

Retail activities have been strong since the beginning of the fiscal year. Based on revised estimate provided by our sales tax consultant HdL, overall sales tax for FY2020-21 will reach \$44.7 million, which is \$5.2 million higher than our current budget. The projected higher sales tax revenue would offset the anticipated shortfall in TOT revenue. Below is a summary of the major three General Fund revenue

sources.

Table 3 – Major General Fund Revenues
(Amount in \$'000)

| | FY2019-20 Actual | FY2020-21 Budget | FY2020-21 Projected |
|-----------------------------|---------------------|---------------------|------------------------|
| Property Taxes ¹ | \$ 50,283 | \$ 49,963 | \$ 50,283 |
| Sales Taxes ² | 43,122 | 39,462 | 44,702 ³ |
| TOT | 18,277 | 10,500 | 5,322 ⁴ |
| | <u>\$ 111,682</u> | <u>\$ 99,925</u> | <u>\$ 100,307</u> |

¹ Includes Motor Vehicle In-lieu Fee.
² Includes Measure O.
³ Based on HdL projection dated 1/25/2021.
⁴ Based on July through December 2020 actual operating data.

Table 4 below summarizes all General Fund revenues and expenditures updated with mid-year projection for Fiscal Year 2020-21.

Table 4 – General Fund Revenue and Expenditure
(Amount in \$'000)

| | | FY2020-21 | |
|----------------------------------|----------------------|---------------------|---------------------------------|
| | FY 2019-20 Actual | Adopted/ Current | Estimated FY (as of 1/27/20) |
| Revenue | | | |
| Sales Tax - Bradley Burns | \$ 23,129 | \$ 21,436 | \$ 23,800 ¹ |
| Sales Tax - Measure O | 19,993 | 18,026 | 20,902 ¹ |
| Property Tax | 50,283 | 49,963 | 50,283 |
| Transient Occupancy Tax | 18,277 | 10,514 | 5,322 ² |
| Other Revenues | 28,444 | 19,778 | 19,778 |
| Total Revenue | 140,127 | 119,717 | 120,085 |
| Expenditure | | | |
| Police | 63,578 | 67,269 | 67,269 |
| Fire | 27,975 | 28,571 | 28,571 |
| City Manager/City Attorney | 3,206 | 3,227 | 3,227 |
| Community & Economic Development | 6,170 | 6,969 | 6,969 |
| Community Services | 4,334 | 3,542 | 3,542 |
| Finance | 2,830 | 2,546 | 2,546 |
| Human Resources | 1,339 | 1,359 | 1,359 |
| Information Technology | 646 | 677 | 677 |
| Public Works | 13,324 | 13,457 | 13,457 |
| Debt Service/Capital Outlay | 1,509 | 1,510 | 1,510 |
| Transfers & Non-Operating Items | 4 | 1,100 | 1,100 |
| Total Expenditure | 124,915 | 130,227 | 130,227 |
| Use of Fund Balance | - | 10,510 | 10,142 |
| Surplus/(Deficit) | \$ 15,212 | \$ - | \$ - |

¹ From HdL 1/25/2021 projection.

² Revised based on current year actual activities.

¹ From HdL 1/25/2021 projection.

² Revised based on current year actual activities.

When we adopted the amended Fiscal Year 2020-21 budget, we planned to tap into our fund balance in the amount of \$10.5 million to balance the budget (\$3.2 million from Fiscal Year 2019-20 surplus and \$7.3 million from various reserves and unreserved balance). The current mid-year update does not change this assumption. We would still be in deficit for approximately \$10.1 million, which will be offset by existing fund balance.

It should be mentioned that in addition to the use of fund balance to balance our Fiscal Year 2020-21 budget, we also had to defund 22 vacant positions. Below is a summary of positions defunded during Fiscal Year 2020-21.

Table 5 – Fiscal Year 2020-21 Defunded Position List
(Amount in \$'000)

| | Count | Amount |
|----------------------------------|-----------|----------------------------------|
| City Manager | 1 | \$ 119,892 |
| Community & Economic Development | 1 | 160,332 |
| Finance | 4 | 282,341 |
| Human Resources | 1 | 118,014 |
| Information Technology | 2 | 181,358 |
| Police (Non-sworn) | 3 | 255,687 |
| Public Works | 10 | 1,010,456 |
| Total Expenditure | 22 | \$ 2,128,081 ¹ |

¹ Amount reflects FY2020-21 cost of labor. An 8% increase is anticipated for FY2021-22.

As shown above, many of these positions are critical for providing essential services to our community. If these positions are continued to be defunded, service levels will be impacted and the condition of our infrastructure will further deteriorate. However, to bring back these positions in Fiscal Year 2021-22, we estimate it will cost the General Fund \$2.3 million per year. The 8% increase is due to the increase in unfunded pension liabilities and various MOU changes.

Considerations for Fiscal Years 2021 through 2023 Biennial Budget

When preparing for the strategies to develop fiscal years 2021 through 2023 biennial budget, staff will continue to focus on the priorities the City Council has established, such as improving infrastructure, quality of life and beautification in districts, public safety, economic development, homelessness, just to name a few.

In April, we will provide a more in depth analysis on revenue forecast for the next two years as well as cost analysis on increases in non-discretionary spending, including personnel and contractual. This information will be used as a baseline target to formulate the Fiscal Year 2021-2023 biennial budget.

FINANCIAL IMPACT

This report is intended to update the City Council on the City's financial situation in light of the COVID-19 pandemic, to prepare for the development of the fiscal years 2021 through 2023 biennial budget. There is no fiscal impact to receive and file this report.

RECOMMENDATION

It is recommended that the City Council:

- Receive and file the Financial update for Fiscal Year 2020-21 and budget

considerations for fiscal years 2021 through 2023.