



# CITY OF CARSON

## DISASTER COUNCIL

- ❑ On March 17th, the City Council unanimously approved Resolution No. 20-053 – Which established a state of local emergency.
- ❑ CMC Section 3702 creates the Carson Disaster Council to act during the state of local emergency.

# MEMBERS OF THE CARSON'S DISASTER COUNCIL



MAYOR DAVIS-HOLMES – CHAIR



SHARON LANDERS – DIRECTOR OF  
EMERGENCY PREPAREDNESS



JOHN RAYMOND – ASSISTANT DIRECTOR OF  
EMERGENCY PREPAREDNESS



CAPTAIN JONES – EMERGENCY SERVICES



DISASTER COUNCIL  
SUPPORT STAFF

SUNNY SOLTANI – LEGAL  
DONESIA GAUSE-ALDANA -  
SECRETARY

# DISASTER COUNCIL'S SUMMARY OF ACTIONS

Disaster Council has held two meetings:

- Wednesday, March 19, 2020
- Monday, March 23, 2020

## SUMMARY OF ACTIONS:

1. Appointments of additional Members (Captain Skeen and John Raymond)
2. City's Bus Service will be suspended, effective Saturday, March 28, 2020.
3. Waiver of Notary requirements on all City Contracts.
4. Proposed Ordinance No. 20-2006U extending a moratorium on evictions and price gouging an additional 60-days beyond the conclusion of the local emergency that will be introduced to City Council during the April 7<sup>th</sup> City Council meeting.
5. Plan developed for dealing with price gouging including suspension of business license for violators.

# DISASTER COUNCIL'S SUMMARY OF ACTIONS

Disaster Council 3rd meeting:

➤ Tuesday, March 31, 2020

## SUMMARY OF ACTIONS:

1. Authorized City Manager to enter a sole source contract with Fairbank, Maslin, Maullin, Metz & Associates for public opinion research on COVID-19 efforts, etc., which is expected to exceed her signing authority.
2. Authorized City Manager to administer the draft Telecommuting Policy by Thursday, April 2<sup>nd</sup>. In addition to making any necessary revisions later pending meet and confers with bargaining units.
3. Develop a Small Business strike team in an effort in providing resources (Provisions of the Federal Cares Act) for the City's small business partners impacted by COVID-19.

# DISASTER COUNCIL'S SUMMARY OF ACTIONS

Disaster Council 4th meeting:

➤ Thursday, April 2, 2020

## SUMMARY OF ACTIONS:

1. Directed City Manager to draft a letter to U.S. Senators Diane Feinstein and Kamala Harris, Congresswoman Nanette Barragan, State Senator Steve Bradford, and Assembly member Mike Gipson requesting a COVID-19 Testing Site be established in the City of Carson.
2. Authorized City Manager to administer a policy requiring ALL city staff wear non-medical face coverings/mask while reporting to work and during working hours.
3. Authorized City Manager to draft a resolution requiring ALL City of Carson residents wear non-medical face coverings/mask while out in public.

# DISASTER COUNCIL'S SUMMARY OF ACTIONS

Disaster Council 5th meeting:

➤ Monday, April 6, 2020

## SUMMARY OF ACTIONS:

1. Suspend City's response to Public Records Request until the local emergency has been lifted.
2. Authorized Mayor to sign Resolution #20-064 for PEMCHA compliance.
3. Authorized staff to utilize an eSignature (software) for ALL contracts, resolutions, ordinances and city documents that were approved during the local emergency. Once the local emergency is lifted, original wet signatures will be the requirement.
4. Authorized staff to delay mortgage payments, if requested, for the City's first-time home buyer program up to 6 months. The deferred payments will be added to the balance of the loan by going through a formal forbearance process by City's loan servicing company. No additional interest will be added to the payments that are deferred.

## DISASTER COUNCIL SUMMARY OF ACTIONS (CONT'D):

5. Authorized delay of payment for Impact Development Fees until developer seeks occupancy permit or the local emergency is lifted, whichever comes sooner.
  6. City Attorney was directed to bring back to the Disaster Council a Resolution to suspend rent increases for mobile home parks as well as Fair return and Capital applications until local emergency has been lifted.
  7. Authorized a sole source contract with Eagle Fabrics not to exceed \$20,000 for the purpose of providing face coverings for public use.
  8. Authorize City Manager to explore contracting with a consultant to provide a guide to help small businesses access Small Business Administration grants and loans, and to identify other fund opportunities.
  9. Authorized the request to Everbridge (pending approval) to send Carson residents a one-time text requesting they opt-in to City's email alerts.
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# DISASTER COUNCIL'S SUMMARY OF ACTIONS

Disaster Council 6<sup>TH</sup> and 7<sup>th</sup> meeting:

- Thursday, April 9, 2020
- Monday, April 13, 2020

## SUMMARY OF ACTIONS:

1. Authorized City Manager to prepare a letter to Mobile-home parks residents and park owners for her own signature advising them of the City's Rent Stabilization Order.
2. Authorized City Manager to prepare a notice to Carson Small Businesses for her own signature advising them of Judicial Council suspending all judicial eviction proceedings for all residential and commercial evictions until 90 days after the state of emergency have been lifted. This notice will also include a provision about the City's price gouging ordinance expanding the price gouging ordinance to commercial tenants.



## DISASTER COUNCIL SUMMARY OF ACTIONS (CONT'D):

3. Authorized City Manager to enter a sole source contract with California Community Economic Development Association not to exceed \$75K for the purpose of assisting Carson small businesses navigate through the Small Business Administration Grant opportunities and other grant and loan programs.
4. Authorized City Manager to outreach to Carson small businesses advising of the city's partnership with California Community Economic Development Association with information on how they may use the services provided.
5. Authorized City Manager to enter a contract with Norms Restaurant LLC, not to exceed \$150K for the purpose of preparing food packages for the City's Grab & Go Essentials program; and place an item on the next City Council agenda ratifying a budget appropriation and the acceptance of grant funds received from local sponsors.

# DISASTER COUNCIL'S SUMMARY OF ACTIONS

Disaster Council 8<sup>TH</sup> meeting:

➤ Monday, April 20, 2020

## SUMMARY OF ACTIONS:

1. Authorized City Manager to continue discussions with a sole source medical provider to finalize a program for COVID-19 (and Antibodies) drive thru Testing Site at the Carson Community Center.
2. Authorized City Manager to expend \$25K beyond her contract signing authority (with a not to exceed \$50K) on a sole source contract with Milagro Strategy Group for the purpose of providing the city with media relations/consultation.

# DISASTER COUNCIL'S SUMMARY OF ACTIONS

Disaster Council 9<sup>th</sup> and 10<sup>th</sup> meeting:

- Thursday, April 23, 2020
- Monday, April 27, 2020

## SUMMARY OF ACTIONS:

1. Directed City Manager to monitor other cities regarding Hazard Pay – Decided hazard pay is not warranted at this time.
2. Authorized City Manager to enter into a Memorandum of Understanding/Agreement with US Health Fairs for services rendered related to the city's drive thru testing site approved as to form by the City Attorney.
3. Authorized City Manager to request City Council appropriate \$25K for an advertising program that includes design work, newspaper advertisement, public service announcements, etc.

# DISASTER COUNCIL'S SUMMARY OF ACTIONS

Disaster Council 11<sup>th</sup> and 12<sup>th</sup> meeting:

- Thursday, May 7, 2020
- Monday, May 11, 2020

## SUMMARY OF ACTIONS:

1. Authorized the City Attorney to prepare an Order for the reopening of City Parks for passive use; and staff to prepare signage explaining the use provisions of the order.
2. Authorized City Manager to reach out to wholesalers and non-profit organizations who were authorized to provide Safe and Sane Fireworks last year to let them know that it is the City's intent to allow for Safe and Sane Fireworks this July 4<sup>th</sup> provided that it is allowed by the State and County.
3. Approved an Order for partial use of closed city parks for walking, jogging and running.
4. Waived the city's bid criterion that there be at least three responsive bids during the city's state of local emergency.

# DISASTER COUNCIL'S SUMMARY OF ACTIONS (cont'd)

5. Authorized Community Development Director to administratively approve applications for businesses to expand their leased area during the state of local emergency, subject to certain limitations.
6. Authorized the waiver of City's sign provisions (application submittal and approval, fees , time limitations and permitting other forms of temporary signs) and relaxing the requirement that banners be placed only on buildings; wherein the banners shall be located on the property of business or in the shopping center and all signs must meet ADA requirements during the state of local emergency.
7. Authorized curbside service for restaurants and retail for vehicles and pedestrians outside of their lease areas subject to ADA compliance and red curb restrictions during state of local emergency.
8. Approved a recommendation to the City Council to reallocate \$440K of CDBG Capital Improvement Funds to a proposed Small Business COVID-19 Recovery Program for businesses with 50 or less employees to use for capital improvements needed to reopen; as well as allocate the newly awarded CDBG COVID-19 funds in the amount of approximately \$470K for the same purpose.

# DISASTER COUNCIL'S SUMMARY OF ACTIONS

## Disaster Council 11<sup>th</sup> and 12<sup>th</sup> meeting:

- Thursday, May 28, 2020
- Monday, June 1, 2020

## SUMMARY OF ACTIONS:

1. Approved an order deferring TOT payments for 90-days retroactive to Feb through April, removing all penalties and late fees.
2. Direct City Employees to leave work at 4:30pm on 6/1/2020 and each day thereafter as long as the Los Angeles County 6:00 pm Curfew Order is in place.

# DISASTER COUNCIL'S SUMMARY OF ACTIONS

## Disaster Council meeting:

➤ Thursday, July 23, 2020

1. Disaster Council authorized City Manager to enter into a sole source contract with Milagro for up to \$5K (not to exceed) for Public Relations services related to the City's press conferences.

# DISASTER COUNCIL'S SUMMARY OF ACTIONS

## Disaster Council meeting:

➤ Monday, Nov 30, 2020

Pending City Council ratification, the Disaster Council

1. Authorized the suspension of city sponsored Special Events through June 30, 2021 (except Drive Thru events).
2. Authorized City Staff to disseminate at City food programs – flyers provided by the organizers of non-City sponsored Food Giveaway Events that will benefit Carson residents – provided the flyers are in a format approved by the City Manager and the distribution is only during the COVID-19 Pandemic.



# DISASTER COUNCIL'S SUMMARY OF ACTIONS

## Disaster Council meeting:

➤ **Thursday, Feb 11, 2021**

1. Authorized staff to allow up to \$300 Business License Renewal credit for homebased business and up to \$500 Business License Renewal credit for commercial businesses with an attestation that they were impacted by COVID. In addition, staff was permitted to address commercial business request on an as need basis provided they submit documentation. Lastly, waive the penalty fees for homebased and commercial businesses and commercial permit accounts.
2. Request City Council approve a \$30K fund allocation for the creation of a Tax Preparation Rebate Program for Seniors and Income Qualified residents.