

**R-40**  
**REVISED**

April 14, 2020

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

**RECOMMENDATION:**

Authorize the City Manager, or designee, to execute any and all documents necessary or desirable to enter into leases with public or private parties for terms not to exceed six months, with an option for one six-month extension at the sole discretion of the City Manager, to lease or occupy real property in response to the proclaimed emergency due to the COVID-19 pandemic; and,

Adopt a Resolution authorizing the City Manager, or designee, to execute all necessary documents, including subcontracts and any subsequent amendments, to apply for, accept, and expend grant funding for financial assistance to respond to the proclaimed emergency due to the COVID-19 pandemic. (Citywide)

**DISCUSSION**

On March 4, 2020, the City of Long Beach (City) declared local health and city emergencies to strengthen the City's preparedness and ability to respond to COVID-19, commonly known as novel coronavirus. City Council ratified the declarations on March 10, 2020. As part of the overall assessment of potential City needs to respond to the serious and imminent threat of an outbreak of COVID-19, it has been determined that there may be a need to enter into leases for the use of public or private property not owned or controlled by the City, both vacant lots and buildings, for emergency responses such as additional homeless shelters, staging areas, and temporary public safety facilities.

The current process for City leasing of private property is somewhat protracted and, on average, requires three to four months of advance preparation and, ultimately, City Council approval. This upfront timing restriction does not align with the City's need to proactively respond to the COVID-19 crisis. To be more responsive and to better coordinate with emergency response partners, it is recommended that the City Manager be authorized to enter short-term leases, at rental rates reflective of the duration and use during the City's occupancy. The leases would be limited to an initial six-month term with an option for one additional six-month term, at the discretion of the City Manager. All leases executed under the authority granted by this City Council action will be presented to the City Council at the next practicable opportunity for receive and file.

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In addition, for the City to take advantage of federal and state grants being made available in response to the COVID-19 pandemic, it may become necessary for the City to apply for and enter into grant agreements in an expedited manner. To provide staff with greater ability to secure grant funds as they become available, it is recommended that the City Council adopt a Resolution authorizing the City Manager to execute documents applying for and expending financial assistance in connection with the COVID-19 pandemic.

This authorization allows for the City Manager, or designee, to apply for, accept, and expend funding for COVID-19-related grants with and without a match requirement. The City Manager's Office and the Financial Management Department will utilize an internal process to track and manage COVID-19 related grant funding. All grant agreements executed under this authority granted by the City Council action will be presented to the City Council at the next practicable opportunity for receive and file.

This matter was reviewed by Deputy City Attorney Richard F. Anthony on March 31, 2020 and by Budget Management Officer Rhutu Amin Gharib on April 5, 2020.

TIMING CONSIDERATIONS

City Council action is requested on April 14, 2020.

STATEMENT OF URGENCY

City Council action is requested on April 14, 2020, to provide the City Manager with the ability to respond expeditiously to combat the COVID-19 pandemic.

FISCAL IMPACT

The fiscal impact of executing leases and securing grants on an expedited timeframe to respond to the declared emergencies due to the COVID-19 pandemic are, at this time, unknown. With leases, staff would work with landlords to ensure that rental rates are, to the extent possible, reasonable given the COVID-19 environment and reflective of the duration and use of the City's occupancy. Although there is no guarantee that funds to offset leases will be available, every effort will be made to leverage external funding sources and/or seek reimbursement from State or federal funding sources for property leased in support of the response to the declared health COVID-19 emergency. Staff will ensure the grants applied for and accepted specifically address the COVID-19 efforts and provide a benefit to the emergency effort. For both lease and grant agreements, staff will identify and track the fiscal impacts of each action and provide a comprehensive report to the City Council at the next practicable opportunity. This recommendation may redirect staff from other responsibilities and is consistent with existing City Council priorities. There is no local job impact associated with this recommendation.

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SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



JOHN KEISLER  
DIRECTOR OF  
ECONOMIC DEVELOPMENT

APPROVED:



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THOMAS B. MODICA  
ACTING CITY MANAGER

ATTACHMENT

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONG BEACH, CALIFORNIA, AUTHORIZING CERTAIN CITY OFFICIALS TO EXECUTE DOCUMENTS PERTAINING TO FINANCIAL ASSISTANCE TO RESPOND TO EMERGENCY DECLARED BY THE STATE GOVERNMENT DUE TO COVID-19

WHEREAS, as a result of the need to proactively slow the spread of, and combat, COVID-19 in the City, the City Public Health Officer issued a Declaration of Local Health Emergency and the Acting City Manager issued a Proclamation of Local Emergency on March 4, 2020; and

WHEREAS, on March 10, 2020, the City Council of the City of Long Beach recognized that an emergency did exist and unanimously passed a Resolution ratifying the City Manager's Proclamation of a Local Emergency and the Public Health Officer's Declaration of Local Health Emergency; and

WHEREAS, on March 4, 2020, the Governor of the State of California proclaimed a statewide emergency due to COVID-19; and

WHEREAS, the scope and magnitude of the response necessary to proactively slow the spread of, and combat, COVID-19 in the City is beyond the control of the services, personnel, equipment, and facilities of the City; and

WHEREAS, the City Council of the City of Long Beach, California, desires to designate and authorize certain City officials to execute documents pertaining to financial assistance for the emergency declared by the Governor of the State of California due to COVID-19; and

WHEREAS, to be more responsive and to allow the City of Long Beach to expeditiously apply for, accept, and expend financial assistance to respond to the

OFFICE OF THE CITY ATTORNEY  
CHARLES PARKIN, City Attorney  
411 West Ocean Boulevard, 9th Floor  
Long Beach, CA 90802-4511

1 declared emergency due to COVID-19, it is recommended that the City Manager, or  
2 designees, be authorized to apply for, accept, and expend financial assistance related to  
3 COVID-19; and

4 WHEREAS, all financial assistance accepted under the authority granted by  
5 this Council action shall be presented to the City Council at the next practicable  
6 opportunity for receive and file; and

7 NOW, THEREFORE, the City Council of the City of Long Beach resolves as  
8 follows:

9 Section 1. That the officials employed in the named positions are hereby  
10 authorized to execute for and in behalf of the City of Long Beach, California, a public  
11 entity established under the laws of the State of California, applications and other related  
12 documents to be filed with any local, state, or federal agency, including, but not limited to,  
13 the California Office of Emergency Services and the Federal Emergency Management  
14 Agency, for the purpose of obtaining federal, state, or local financial assistance for the  
15 emergency due to COVID-19, which was proclaimed by the Governor of the State of  
16 California on March 4, 2020, and declared a local and public health emergency by the  
17 City Manager and Local Health Officer on March 4, 2020 and ratified by the City Council  
18 of Long Beach on March 10, 2020:

19 Accounting Operations Officer

20 Assistant City Controller

21 Assistant City Manager

22 Chief of Police

23 Chief of the Fire Department

24 City Controller

25 City Manager

26 Deputy City Manager

27 Director of Development Services

28 Director of Disaster Preparedness and Emergency Communications

- 1 Director of Economic Development
- 2 Director of Financial Management
- 3 Director of Health and Human Services
- 4 Director of Human Resources
- 5 Director of Library Services
- 6 Director of Parks, Recreation & Marine
- 7 Director of Public Works
- 8 Director of Technology & Innovation
- 9 Director of the Long Beach Airport

10 Section 2. That the City of Long Beach, a public entity established under  
11 the laws of the State of California, hereby authorizes the above-designated agents of the  
12 City to provide to any federal, state, or local agency the assurances and agreements  
13 required for all matters pertaining to COVID-19 related emergency assistance.

14 Section 3. That the officials employed in the positions of City Manager  
15 and Assistant City Manager are hereby authorized to execute for and in behalf of the City  
16 of Long Beach, California, a public entity established under the laws of the State of  
17 California, agreements required to accept financial assistance for the declared  
18 emergency due to COVID-19.

19 Section 4. That City Manager, or designee is authorized to expend any  
20 financial assistance for the declared emergency due to COVID-19.

21 Section 5. This resolution shall take effect immediately upon its adoption  
22 by the City Council, and the City Clerk shall certify the vote adopting this resolution.

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I hereby certify that the foregoing resolution was adopted by the City Council of the City of Long Beach at its meeting of \_\_\_\_\_, 2020, by the following vote:

Ayes: Councilmembers: \_\_\_\_\_

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\_\_\_\_\_

Noes: Councilmembers: \_\_\_\_\_

\_\_\_\_\_

Absent: Councilmembers: \_\_\_\_\_

\_\_\_\_\_

Recusal(s): Councilmembers: \_\_\_\_\_

\_\_\_\_\_

City Clerk

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