RESOLUTION NO. CC-2003-016

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAWNDALE, CALIFORNIA, CONFIRMING A PROCLAMATION OF THE EXISTENCE OF A LOCAL EMERGENCY BY THE DIRECTOR OF EMERGENCY SERVICES PURSUANT TO LAWNDALE MUNICIPAL CODE SECTION 2.44.060(A), RELATING TO THE NOVEL CORONAVIRUS (COVID-19) PANDEMIC

WHEREAS, in December, 2019, an outbreak of respiratory illness due to a novel coronavirus (a disease now known as COVID-19) was first identified in Wuhan City, Hubie Province, China; and

WHEREAS, COVID-19 has since spread outside of China, impacting more than 100 countries, including the United States; and

WHEREAS, the California Department of Public Health has activated its Medical and Health Coordination Center, and the Office of Emergency Services recently activated the State Operations Center to provide support and guide actions to preserve public health; and

WHEREAS, on March 4, 2020, Governor Newson declared the existence of a state of emergency for the State of California; and the County of Los Angeles Board of Supervisors and Department of Public Health declared the existence of a local and public health emergency for Los Angeles County; and

WHEREAS, on March 11, 2020, the World Health Organization (WHO) characterized the COVID-19 outbreak as a pandemic; and

WHEREAS, on March 13, 2020, President Trump declared a national emergency for the United States of America; and

WHEREAS, it is imperative to prepare for and respond to suspected or confirmed COVID-19 cases within the City, and to prepare to respond to an increasing number or individuals who may require medical care; and

WHEREAS, California Government Code Sections 8558 and 8630, et seq., and Lawndale Municipal Code Section 2.44.060 empower the City’s Director of Emergency Services to declare a local emergency if the City Council is not in session; and

WHEREAS, the City Manager of the City of Lawndale is designated as the Director of Emergency Services pursuant to Municipal Code Section 2.44.050; and

WHEREAS, the City Council of the City of Lawndale is not in session; and
WHEREAS, strict compliance with certain Lawndale Municipal Code and other City regulations could prevent, hinder, or delay appropriate actions to prevent and mitigate the effects of the COVID-19, which issue cannot be timely addressed absent a declaration of emergency; and

WHEREAS, on March 16, 2020, the City’s Director of Emergency Services declared a local emergency thereby activating the Emergency Operations Center due to threats to people within the City from COVID-19, which threats are likely to be beyond the control of the services, personnel, equipment and facilities of the City and will likely require the combined forces of the other political subdivisions of the county, state and federal government; and

WHEREAS, per Government Code Section 8630 a local emergency declared by the Director of Emergency Services shall not remain in effect for a period in excess of seven days unless it has been ratified by the City Council; and

WHEREAS, the Director of Emergency Services requests that the City Council confirm the proclamation of local emergency.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAWNDALE, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. That a state of local emergency is confirmed to exist in the City of Lawndale, California, due to the COVID-19 outbreak.

SECTION 2. That the proclamation of local emergency is warranted and the proclamation of local emergency made by the Director of Emergency Services is hereby confirmed.

SECTION 3. That as of March 16, 2020, all City departments are directed to take those actions, measures and steps deemed necessary to assure the safety and welfare of the inhabitants of the City of Lawndale including requesting mutual aid to the extent such aid is necessary.

SECTION 4. During the existence of said local emergency, the powers, functions and duties of the Emergency Services Director and the City’s Disaster Council shall be those prescribed by State law, City ordinances, resolutions, and approved plans of the City to mitigate the effects of said local emergency. In this regard, the City Council desires to make clear the powers, functions, and duties include:

(a) As necessary for the public health, life, and property, entering into contracts to arrange for the procurement of materials, goods, and services needed to assist in preparing for, containing, responding to, mitigating the effects of, and recovering from the spread of COVID-19. Applicable provisions of the Government Code and the Public Contract Code, including but not limited to travel, advertising, and competitive bidding requirements, as well as any City procurement or related policy, are suspended to the extent reasonably necessary to address the effects of COVID-19.

(b) The Emergency Services Director is expressly authorized to assist with any lawful order, including the enforcement of an order of quarantine or curfew, as well as ordering potentially ill City employees to leave the workplace, authorizing certain City employees to work remotely, taking steps to limit non-essential contact by City employees, etc., to address the effects of COVID-19.
SECTION 5. The local emergency shall be deemed to continue to exist until its termination is proclaimed by the City Council.

SECTION 6. The Government Code Section 8630 requirement that the Council review of the need for continuing the local emergency at least once every 60 days until the City Council terminates the local emergency has been waived for the duration of the statewide emergency declared by Governor Newsom. If this declaration of local emergency extends for more than the duration of the statewide emergency declared for COVID-19, City Staff are directed to thereafter return this item for Council review of the need for continuing the local emergency at least once every 60 days until the City Council terminates the local emergency.

SECTION 7. This Resolution shall take effect immediately. This Resolution and its contents will be published and promulgated in as widespread a manner as is reasonable feasible under the conditions prevailing during this local emergency.

SECTION 8. That all City departments are directed to take those actions, measures and steps deemed necessary to assure the safety and welfare of the inhabitants of the City of Lawndale and property, including requesting mutual aid to the extent such aid is necessary.

PASSED, APPROVED AND ADOPTED this 16th day of March, 2020.

[Signature]
Robert Pullen-Miles, Mayor
ATTEST:

State of California)
County of Los Angeles SS
City of Lawndale)

I, Rhonda Hofmann Gorman, City Clerk of the City of Lawndale, California, do hereby certify that the City Council of the City of Lawndale duly approved and adopted the foregoing Resolution No. CC-2003-015 at a regular meeting of said Council held on the 16th day of March, 2020, by the following roll call vote:

<table>
<thead>
<tr>
<th>Name</th>
<th>Voting</th>
<th>Present, Not Voting</th>
<th>Absent</th>
</tr>
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<tbody>
<tr>
<td>Robert Pullen-Miles, Mayor</td>
<td>X</td>
<td>No</td>
<td></td>
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<tr>
<td>Bernadette Suarez, Mayor Pro Tem</td>
<td>X</td>
<td>Abstain</td>
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<tr>
<td>Pat Kearney</td>
<td>X</td>
<td>Not Participating</td>
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<td>James H. Osborne</td>
<td>X</td>
<td></td>
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<tr>
<td>Daniel Reid</td>
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</tbody>
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Rhonda Hofmann Gorman, City Clerk

APPROVED AS TO FORM:

Tiffany J. Israel, City Attorney
CITY OF LAWNDALE

14717 BURIN AVENUE, LAWNDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: March 16, 2020

TO: Honorable Mayor and City Council

FROM: Kevin M. Chun, City Manager

SUBJECT: Proclamation of a Local Emergency, and Recommendations for Operational Changes and Postponement/Cancellation of Public Events and Programs Due to the Covid-19 (Coronavirus) Pandemic

BACKGROUND

The novel (new) coronavirus is a respiratory disease that was first detected in China and which has now been detected in more than 100 locations internationally, including in the United States. The virus has been named “SARS-CoV-2” and the disease it causes has been named “coronavirus disease 2019” (abbreviated COVID-19).

On January 30, 2020, the World Health Organization (WHO) declared the outbreak a “public health emergency of international concern.” On March 4, 2020, the State of California and County of Los Angeles declared a local and public health emergency; on March 11, 2020, WHO publicly characterized COVID-19 as a pandemic; and, on March 13, 2020, the President of the United States declared the COVID-19 outbreak a national emergency.

To date, there are over 169,000 cases of COVID-19 around the world, with over 3,700 cases in the United States, and 335 in California. In Los Angeles County, there are currently 94 cases and one reported death from COVID-19.

STAFF REVIEW

The City of Lawndale’s Emergency Services Director declared a Local Emergency on Monday, March 16, 2020 due to the public health threat caused by the Coronavirus (COVID-19) pandemic. Although there are zero confirmed cases in Lawndale as of March 16th, the declaration was undertaken to allow City staff the ability to protect the health, safety, and welfare of our community members and employees. This declaration was made, in part, in response to the recent declarations of emergencies by federal, State and County officials, and directives by public health organizations.

The City of Lawndale’s emergency declaration enabled City officials and staff to mobilize resources, formalize an emergency action and contingency plan, and obtain additional resources should an outbreak occur in the City.

The March 16th proclamation was made by the City Manager, who is the designated Director of Emergency Services, pursuant to Municipal Code Section 2.44.050. California Government Code
Sections 8558 and 8630, et seq., and Lawndale Municipal Code Section 2.44.050 empower the City’s Director of Emergency Services to declare a local emergency when the City Council is not in session. Pursuant to Government Code Section 8630 a local emergency declared by the Director of Emergency Services may only remain in effect for a period up to seven days unless the local emergency is ratified by the City Council. Accordingly, City staff respectfully requests that the City Council adopt Resolution No. CC-2003-016 to affirm the declaration of a local emergency.

Further, out of an abundance of caution, and to help protect the health, safety, and welfare of the Lawndale community from potential COVID-19 infection, staff is recommending the cancellation/postponement of the City’s public events, suspension of City offered recreational activities, closure of the Community Center and Community Services Department facilities to the public, options for closing or modifying City operations, and options for City Council and commission meetings. With the City Council’s approval, the recommendations would be effective March 17, 2020.

- **Cancellation/Postponement of Public Events:**
  - Youth in Government Day – March 24, 2020
  - Cleanup Week – March 21-29, 2020
  - City-wide Cleanup Day – March 28, 2020
  - Easter Egg Hunt – April 11, 2020
  - Lawndale Community Bike Ride – April 25, 2020
  - Lawndale Youth Day Parade/Spring Extravaganza – April 25, 2020
  - Reassess cancellations/postponements in May 2020

- **Suspension of Recreational Activities:**
  - Senior Meals Program (as of March 12, 2020)
  - Senior Fitness Program (as of March 12, 2020)
  - All other recreational classes
  - All programming at parks and joint use facilities
  - Suspension until further notice

- **Closure of Community Center and Community Services facilities:**
  - Community Center to be closed to the public (staff will continue to work)
  - Reservations will not be taken; existing reservations to be cancelled
  - Parks will not be staffed (at the discretion of department director)
  - Closure until further notice

- **City Operations – chose between Options 1 and 2**

  **Closing or Modifying City Operations (Option 1):**
  - Close City Hall and other facilities to the public (staff will continue to work)
  - Encourage the public to conduct City business by phone and email
  - Closure until further notice
  - Pros – Exercises “social distancing” (less risk of exposure to infection)
  - Con – Limits staff’s ability to serve the public

  OR

  **Closing or Modifying City Operations (Option 2):**
  - Keep City Hall and other facilities open to the public as usual
  - Also, encourage the public to conduct City business by phone and email
- Mandate “social distancing”
- Pro – City remains open and available to serve the public
- Con – Risks potential employee/public contact and exposure

- Public Meeting Options – chose between Options 1 and 2

City Council & Commission Meetings (Option 1):
- Close City Council and commission meetings to the public
- City Councilmembers and commissioners can meet at City Hall or remotely
- Public can watch meetings on TV, online, or at a designated location
- Public can participate by forwarding comments or questions to staff in advance
- If items are not significant, commissions may forgo meetings
- Limit City Council meetings to 1 per month
- Employ Option 1 until further notice
- Pro – Exercises “social distancing” (less risk of exposure to infection)
- Con – Limits the public’s ability to directly participate in meetings

OR

City Council & Commission Meetings (Option 2):
- Keep City Council and commission meetings open to the public as usual
- Encourage public to watch meetings on TV or online, and to forward comments or questions to staff in advance
- If items are not significant, commissions may forgo meetings
- Limit City Council meetings to 1 per month
- Employ Option 2 until further notice
- Pro – City meetings remain open to the public
- Con – Risks potential official/employee/public contact and exposure

The above recommendations are consistent with directives from the Governor’s office, County Department of Public Health (DPH), and the Center for Disease Control (CDC) to help “flatten the curve” of COVID-19 infection so as not to overwhelm our health care system’s capacity to respond to this crisis. The recommendations also take into consideration decisions by the Lawndale Elementary School District (LESD) and Centinela Valley Union High School District (CVUHSD) to close schools. Similar recommendations are being contemplated or already in place in neighboring cities (see the list below).

<table>
<thead>
<tr>
<th>City</th>
<th>Closure or Cancellation/Postponement (as of March 15th)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bellflower</td>
<td>City Hall/other facilities closed to the public</td>
</tr>
<tr>
<td>Gardena</td>
<td>Suspended events and senior activities</td>
</tr>
<tr>
<td>El Segundo</td>
<td>City Hall/other facilities closed to the public</td>
</tr>
<tr>
<td>Lomita</td>
<td>Recreation program suspended</td>
</tr>
<tr>
<td>Long Beach</td>
<td>City Hall &amp; Port Administration Building closed to the public</td>
</tr>
<tr>
<td>Manhattan Beach</td>
<td>City Hall/other facilities closed to the public</td>
</tr>
<tr>
<td>Rancho Palos Verdes</td>
<td>Recreation program suspended</td>
</tr>
<tr>
<td>Redondo Beach</td>
<td>Recreation program suspended</td>
</tr>
</tbody>
</table>

In the end, the recommendations are intended to protect the health, safety, welfare, and meet the expectations of our community. In addition, any recommendations chosen should also consider the best interest of the City’s employees that dutifully serve Lawndale day in and day out.
Staff will take immediate steps to limit non-critical meetings with individuals and groups from outside the City, and limit travel for meetings and conferences outside of Lawndale. Staff is also making operational preparations in the event the COVID-19 pandemic worsens in Los Angeles County requiring further limitations on social and work gatherings and the need to manage the City with essential staff only. Staff will also try to leverage our technical capability to allow working remotely as much as possible.

LEGAL REVIEW

N/A

FISCAL IMPACT

N/A

RECOMMENDATION

Staff recommends that the City Council ratify the Proclamation of a Local Emergency by approving Resolution No. CC-2003-016, and consider and approve recommendations as outlined.

ATTACHMENTS

1. Proclamation of the Existence of a Local Emergency, March 16, 2020
2. Resolution No. CC-2003-016
A PROCLAMATION OF THE EXISTENCE OF A LOCAL EMERGENCY BY THE DIRECTOR OF EMERGENCY SERVICES PURSUANT TO THE LAWNDALE MUNICIPAL CODE SECTION 2.44.060(A), FOR LAWNDALE, CALIFORNIA RELATING TO THE NOVEL CORONAVIRUS (COVID-19) PANDEMIC

WHEREAS, in December, 2019, an outbreak of respiratory illness due to a novel coronavirus (a disease now known as COVID-19) was first identified in Wuhan City, Hubei Province, China; and

WHEREAS, COVID-19 has since spread outside of China, impacting more than 100 countries, including the United States; and

WHEREAS, the California Department of Public Health has activated its Medical and Health Coordination Center, and the Office of Emergency Services recently activated the State Operations Center to provide support and guide actions to preserve public health; and

WHEREAS, on March 4, 2020, Governor Newsom declared the existence of a state of emergency for the State of California; and the County of Los Angeles Board of Supervisors and Department of Public Health declared the existence of a local and public health emergency for Los Angeles County; and

WHEREAS, on March 11, 2020, the World Health Organization (WHO) characterized the COVID-19 outbreak as a pandemic; and

WHEREAS, on March 13, 2020, President Trump declared a national emergency for the United States of America; and

WHEREAS, it is imperative to prepare for and respond to suspected or confirmed COVID-19 cases within the City, and to prepare to respond to an increasing number or individuals who may require medical care; and

WHEREAS, California Government Code Sections 8558 and 8630, et seq., and Lawndale Municipal Code Section 2.44.060 empower the City’s Director of Emergency Services to declare a local emergency if the City Council is not in session; and

WHEREAS, the City Manager of the City of Lawndale is designated as the Director of Emergency Services pursuant to Municipal Code Section 2.44.050; and

WHEREAS, the City Council of the City of Lawndale is not in session; and

WHEREAS, strict compliance with certain Lawndale Municipal Code and other City regulations could prevent, hinder, or delay appropriate actions to prevent and mitigate the effects of the COVID-19, which issue cannot be timely addressed absent a declaration of emergency; and

WHEREAS, per Government Code Section 8630 a local emergency declared by the Director of Emergency Services shall not remain in effect for a period in excess of seven days unless it has been ratified by the City Council.
NOW THEREFORE BE IT PROCLAIMED THAT the Director of Emergency Services, hereby declare as follows:

SECTION 1. That there is proclaimed a state of local emergency to exist in the City of Lawndale, California, due to the COVID-19 outbreak.

SECTION 2. That this state of local emergency will continue for no more than seven days unless the City Council ratifies this proclamation.

SECTION 3. That as of March 16, 2020, all City departments are directed to take those actions, measures and steps deemed necessary to assure the safety and welfare of the inhabitants of the City of Lawndale including requesting mutual aid to the extent such aid is necessary.

[Signature]
Kevin M. Chun,
Director of Emergency Services

ATTEST:

[Signature]
Matthew Ceballos, Assistant City Clerk
RESOLUTION NO. CC-2003-016

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAWNDALE, CALIFORNIA, CONFIRMING A PROCLAMATION OF THE EXISTENCE OF A LOCAL EMERGENCY BY THE DIRECTOR OF EMERGENCY SERVICES PURSUANT TO LAWNDALE MUNICIPAL CODE SECTION 2.44.060(A), RELATING TO THE NOVEL CORONAVIRUS (COVID-19) PANDEMIC

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WHEREAS, per Government Code Section 8630 a local emergency declared by the Director of Emergency Services shall not remain in effect for a period in excess of seven days unless it has been ratified by the City Council; and

WHEREAS, the Director of Emergency Services requests that the City Council confirm the proclamation of local emergency.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAWNDALE, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. That a state of local emergency is confirmed to exist in the City of Lawndale, California, due to the COVID-19 outbreak.

SECTION 2. That the proclamation of local emergency is warranted and the proclamation of local emergency made by the Director of Emergency Services is hereby confirmed.

SECTION 3. That as of March 16, 2020, all City departments are directed to take those actions, measures and steps deemed necessary to assure the safety and welfare of the inhabitants of the City of Lawndale including requesting mutual aid to the extent such aid is necessary.

SECTION 4. During the existence of said local emergency, the powers, functions and duties of the Emergency Services Director and the City’s Disaster Council shall be those prescribed by State law, City ordinances, resolutions, and approved plans of the City to mitigate the effects of said local emergency. In this regard, the City Council desires to make clear the powers, functions, and duties include:

(a) As necessary for the public health, life, and property, entering into contracts to arrange for the procurement of materials, goods, and services needed to assist in preparing for, containing, responding to, mitigating the effects of, and recovering from the spread of COVID-19. Applicable provisions of the Government Code and the Public Contract Code, including but not limited to travel, advertising, and competitive bidding requirements, as well as any City procurement or related policy, are suspended to the extent reasonably necessary to address the effects of COVID-19.

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SECTION 8. That all City departments are directed to take those actions, measures and steps deemed necessary to assure the safety and welfare of the inhabitants of the City of Lawndale and property, including requesting mutual aid to the extent such aid is necessary.

PASSED, APPROVED AND ADOPTED this 16th day of March, 2020.

Robert Pullen-Miles, Mayor
ATTEST:

State of California  )
County of Los Angeles  )  SS
City of Lawndale  )

I, Rhonda Gorman, City Clerk of the City of Lawndale, California do hereby certify that the City Council of the City of Lawndale dully approved and adopted the forgoing Proclamation at a regular meeting of said Council held on the 16th day of March, 2020, by the following roll call vote.

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<tr>
<th>Name</th>
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<tr>
<td></td>
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Rhonda Hoffman Gorman, City Clerk

APPROVED AS TO FORM

Tiffany J. Israel, City Attorney