
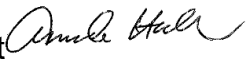


Date: August 28, 2023

To: Thomas B. Modica, City Manager 

From: Amanda Hall, Acting Director of Financial Management 

For: Mayor and Members of the City Council

Subject: **Response to Questions from the City Council Budget Hearing on August 22, 2023**

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This memorandum provides responses to questions raised by members of the City Council during the August 22, 2023 Budget Hearing that were not fully addressed on the floor or need further clarification. Additionally, information on the City's Language Access Program, Tenant Right to Counsel, and the Justice Fund is also provided as these topics have been raised frequently during various budget meetings.

**1. For the Environmental Health Specialist positions that specifically serve as Food Inspectors, please provide the vacancy level and information on the work hours for the positions engaged in street food vendor outreach, education, and enforcement.**

The Health and Human Services Department Environmental Health Bureau has 26 budgeted Environmental Health Specialist Full Time Employees (FTEs). Of the 26 FTEs, 19 FTEs are focused on food facility inspections including restaurants, food trucks, community events and street food vendors, as well as supporting other Environmental Health programs. Of the 19 FTEs, 3 positions are currently vacant. Of the 16 filled positions, 6 FTEs are specifically engaged in street food vendor outreach, education, and enforcement through the Complaint Response Team. This team provides approximately 30 to 40 hours per week in combined hours focused on outreach/education and enforcement during late afternoon and evening hours. When not in complaint response, they are inspecting other food facilities, engaging with temporary food facilities at community events as well as change of ownership/health permitting, plan check, shared kitchen, cottage food, dairy, mobile food facilities/food trucks and food borne illness complaint investigations, and inspecting massage businesses, laundromats, and gyms.

**2. Provide general information on the budget available for the Language Access Program and Bilingual Skill Pay.**

As part of the City's Language Access Program (LAP), managed by the Office of Equity in the City Manager's Office, the City provides document translation, meeting interpretation, and over-the-phone interpretation services in Spanish, Khmer, Tagalog, and other languages upon request. In Fiscal Year 2024 (FY 24), funding for LAP

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includes \$372,857 of structural funds budgeted in the City Manager’s Office, and \$600,000 of one-time funds (with half supported by the Long Beach Recovery Act program) for a total of \$972,857 funds available to support LAP, including 4 FTEs (two program coordinators, two interpreter/translators) and contractual services.

Additionally, the City provides bilingual skill pay to certified employees assigned to positions that have frequent or significant interactions with the public for the majority of the employee’s regular course of duty, including first-line emergency responders. In the FY 24 Budget, there are 602.29 Full Time Equivalent (FTE) positions budgeted for bilingual skill pay totaling a budget allocation of \$2.07 million across all funds.

The table below provides a summary of the budgeted resources for language access services and bilingual skill pay being proposed in the FY 24 Budget. In total, over \$3 million of funds are dedicated to both the Language Access Program and bilingual skill pay budget.

Description	Structural / One-Time	FY 24
LAP Coordinator	Structural	\$ 125,209
Document Translation Vendor	Structural	\$ 75,000
Meeting Interpretation Vendor	Structural	\$ 75,000
LAP Community Outreach Stipends	Structural	\$ 50,000
LAP Interpretation and Translation Services	Structural	\$ 20,000
Clerk Typist III (new in FY 24 - half of position dedicated to LAP)	Structural	\$ 27,648
LAP Interpretation and Translation Services (new in FY 24)	One-Time	\$ 300,000
<b>Subtotal Budget in CM's Office</b>		<b>\$ 672,857</b>
Language Access services to support LBRA Programs (new in FY 24)	One-Time	\$ 300,000
<b>Subtotal Long Beach Recovery Act Budget</b>		<b>\$ 300,000</b>
<b>TOTAL LAP FUNDING</b>		<b>\$ 972,857</b>

Bilingual Skills Pays Citywide*	Structural	\$ 2,069,175
<b>TOTAL LAP &amp; BILINGUAL SKILL PAY FUNDING</b>		<b>\$ 3,042,032</b>

\*Skill Pays include pension and payroll taxes. 45 FTEs budgeted at \$0.7/hr and 557.29 FTE budgeted at \$1.20/hr

**3. Provide information on past and current funding for Tenant Right to Counsel, the organizations who receive the funding, and data on the clients served.**

In FY 21, \$250,000 in the General Fund was allocated to the Development Services Department to develop and implement a Tenant Right to Counsel program intended to assist tenants facing eviction due to direct and indirect impacts of the COVID-19 pandemic and its associated economic impact. Also, as part of the Long Beach Recovery Act (LBRA), \$810,000 of funds were earmarked in FY 21 for Tenant Right to Counsel to be utilized over the next few years. Then as part of the City’s Homelessness Emergency Response, \$232,000 in the General Fund was allocated to the program in FY 23.

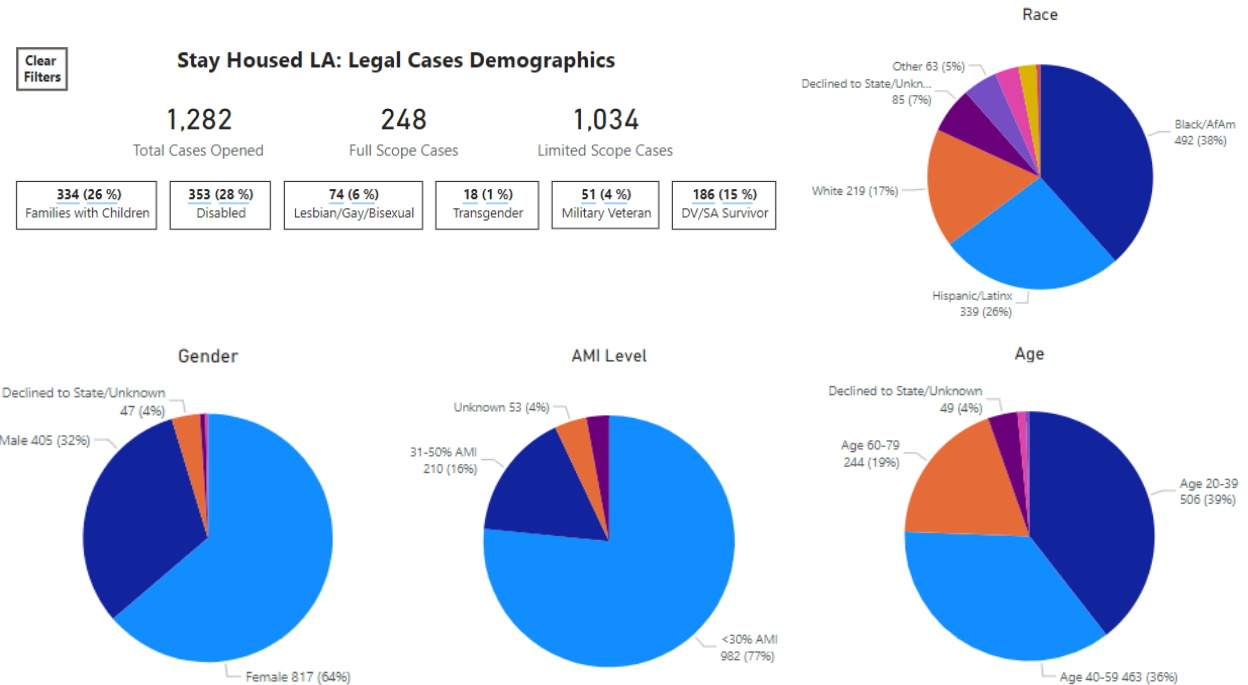
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For FY 24, the Proposed Budget allocated one-time funding of \$750,000 in the General Fund to support both the Long Beach Justice Fund, which provides legal representation for immigrants facing the threat of deportation, and the Tenant Right to Counsel program. However, as part of Mayor Richardson’s budget recommendation, this \$750,000 allocation was allocated to be solely for the Tenant Right to Counsel Program, and an additional \$250,000 was added in the General Fund, to bring the total funding to \$1 million to assist tenants facing eviction and at risk of falling into homelessness. The FY 24 allocation is the most significant level of resources the City has invested into Tenant Right to Counsel program to be utilized in a single year.

These funds support legal services provided by the Legal Aid Foundation of Los Angeles (LAFLA), tenant rights organization BASTA Universal, and the non-profit LBRE (Long Beach Residents Empowered). Available data compiled by LAFLA for the period of August 2020 through June 2023 reflects that full legal representation has been provided to 248 Long Beach residents and limited legal advice to 1,034 residents, for a total of 1,282 residents served. Based on current projections, the cost is about \$882 per resident served. See charts below for legal cases demographics provided by Stay Housed LA.



In terms of outreach, for the period covering December 2020 through June 2023, 124,750 tenants have been reached through phone, text, or in-person contact; 29 workshops have been held attended by 408 people; and 5,082 tenants have been supported with navigation services.

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In addition to funds that have been allocated to directly support Tenant Right to Counsel, other funds have been allocated as part of the Long Beach Recovery Act to provide rental assistance and other homeowner support services, including the following:

- \$4,050,726 – Emergency Rental Assistance Program in FY 23
- \$3,000,000 – Homebuyer Assistance Program in FY 23
- \$2,912,224 – Guaranteed Income Program in FY 23
- \$25,937,047 – Emergency Rental Assistance Program in FY 22
- \$51,364,086 – Emergency Rental Assistance Program in FY 21
- \$1,000,000 – Land Trust Program in FY 21
- \$1,000,000 – Resource Line for Housing Navigation Expansion in FY 21

#### **4. Provide information on past and current funding for the Justice Fund.**

Beginning in 2019, with the development of the Justice Fund, Long Beach became one of only a few cities in the country advancing a legal defense fund for immigrants facing the threat of deportation.

- FY 19 – Seed funding for the Justice Fund consisted of \$250,000 in one-time General Fund funds allocated in FY 19 and a \$100,000 catalyst grant from the Vera Institute of Justice.
- FY 21 – \$300,000 of structural General Fund budget was added to continue the Justice Fund's detained removal defense on an ongoing basis.
- FY 22 – \$300,000 of one-time funds were allocated through the Long Beach Recovery Act to expand the legal services provided by the Justice Fund.
- FY 23 – As part of the Adopted FY 23 Budget, \$200,000 in one-time funds were added. With the anticipated savings of funds not fully utilized in FY 22, the total funding available for FY 23 at the time of the adopted budget was \$800,000. Then mid-year in FY 23, \$300,000 of additional one-time funding was added to the budget as part of the allocation of FY 22 year-end funding available.
- FY 24 – \$1 million is available in FY 24 per Mayor Richardson's recommendation, funded by the structural budget and unspent funds from FY 23 anticipated to be available to carry over into FY 24.

Carryover funds from FY 22 and FY 23 were available because of the time required to develop a significantly expanded scope of the Justice Fund goals and services, which were able to be explored due to the additional funding received. Initially, when the Justice Fund was first launched in 2019, the focus was only legal representation of community members in removal proceedings. Currently, the scope has been expanded to include services such as legal service providers who can assist with affirmative applications for status and appellate removal defense in cases where an immigration judge orders a person to be deported; and partnership with community-based organizations who can conduct outreach and education about the Justice Fund, make

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referrals to legal service providers, and provide connection to other comprehensive services available. The process to secure contract services with this expanded scope is underway, and all the Justice Fund funds are anticipated to be fully expended within FY 24.

If you have any questions, please contact Budget Manager, Grace H. Yoon at (562) 570-6408.

CC: DAWN MCINTOSH, CITY ATTORNEY  
DOUGLAS P. HAUBERT, CITY PROSECUTOR  
LAURA L. DOUD, CITY AUDITOR  
LINDA F. TATUM, ASSISTANT CITY MANAGER  
TERESA CHANDLER, DEPUTY CITY MANAGER  
MEREDITH REYNOLDS, DEPUTY CITY MANAGER  
APRIL WALKER, ADMINISTRATIVE DEPUTY CITY MANAGER  
TYLER BONANNO-CURLEY, ACTING DEPUTY CITY MANAGER  
KEVIN LEE, CHIEF PUBLIC AFFAIRS OFFICER  
MONIQUE DE LA GARZA, CITY CLERK  
DEPARTMENT HEADS