

**TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

**FROM: OFFICE OF THE CITY MANAGER**

**BY: JUDDY MONTENEGRO, INTERIM ASSISTANT TO THE CITY MANAGER**

**DATE: JANUARY 27, 2026**

**SUBJECT: APPROVAL OF AMENDMENT NO. 1 TO AN AGREEMENT WITH COMMUNITY LEGAL AID SOCAL FOR TWO ADDITIONAL "KNOW YOUR RIGHTS" WORKSHOPS**

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## **EXECUTIVE SUMMARY**

The City Council will consider approving Amendment No. 1 to an agreement with Community Legal Aid SoCal (CLA SoCal) for two additional "Know Your Rights" workshops in response to recent federal immigration enforcement activities. The amendment extends the term of the agreement to December 31, 2026 and increases allotted funding from \$10,000 to \$15,000. The two additional workshops will provide free legal guidance and resources for community members who have been impacted by immigration enforcement.

## **RECOMMENDATION**

That the City Council:

Authorize the City Manager to execute Amendment No. 1 to an agreement with Community Legal Aid SoCal that increases the total allotted monies from \$10,000 to \$15,000 for an additional two "Know Your Rights" workshops.

## **BACKGROUND**

In response to recent Immigration and Customs Enforcement (ICE) operations in Downey and across the country, the City has emphasized the importance for residents to know and understand their rights.

The City has developed a dedicated webpage with comprehensive information about recent federal enforcement activity, what the City can and cannot do, and links to various resources. This information is available at [downeyca.org/yourrights](http://downeyca.org/yourrights). Additionally, the City has "Know Your Rights" cards available at the Downey City Library and continues to share information and resources on its social media platforms.

At the City Council Meeting held on Tuesday, July 8, 2025, the Downey City Council approved several actions to support impacted community members and affirm the City's focus on public safety in response to recent immigration enforcement operations conducted by (ICE) in the region.

As part of its actions, the City Council approved the following:

### **Legislative Platform Update**

The City Council amended the City's legislative platform to include support for comprehensive immigration reform. The updated platform, along with a letter from the Downey City Council, that was sent to the City's federal representatives to advocate for the City's position on the issue.

### **Resolution Addressing Federal Enforcement Practices**

Adopted a resolution affirming the City's role in protecting the rights of residents, clarifying that the Downey Police Department does not participate in immigration enforcement, and calling for federal operations to respect due process and community safety.

### **\$25,000 Allocation for Local Assistance**

An allocation of \$25,000 from the General Fund to assist individuals and families impacted by recent ICE activity. A total of \$15,000, distributed as \$5,000 each, to three local organizations: Desert Reign Church; Downey PTA Helps; and Downey First Christian Church-Food Help to support food bank services.

The remaining \$10,000 was provided to Community Legal Aid SoCal to host four resource workshops for Downey community members and businesses. Since then, three (3) out of the four (4) workshops have been scheduled. All three (3) have been focused on "Family Preparedness and Know Your Rights," with one remaining specifically for businesses who have been affected. The Business workshop was previously scheduled to be held in September, but due to low attendance was canceled. The date for the rescheduled workshop will be announced shortly.

### **ANALYSIS**

Given the continued enforcement throughout the City, on January 13, 2026, Mayor Frometa requested additional funding be allocated for two additional community resource workshops.

Staff reached out to Community Legal Aid SoCal, and it is available to provide these two additional workshops for an additional cost of \$5,000 (\$2,500 per workshop). The attached amendment extends the agreement until December 31, 2026 and adds an additional \$5,000 for these two workshops. The workshops will again be held virtually in Spanish and English, and be completely confidential.

Additionally, the workshops will be presented by professional immigration attorneys that will cover the following topics:

- Recent immigration enforcement updates
- New California laws that were passed regarding immigration enforcement and intended to help people exercise their constitutional rights
- Rights people have regardless of their immigration status
- What rights observers have if they see violations
- How to plan for immigration enforcement
- Who to contact a loved one if they are detained
- Where to report ICE activity
- What documents people can gather to prepare their families for immigration enforcement

### **CITY COUNCIL PRIORITIES**

Efficiency & Adaptability

Quality of Life, Safety & Infrastructure

Public Engagement

### **FISCAL IMPACT**

Approval of the recommended action will result in an appropriation of \$5,000 from the General Fund - Fund Balance to General Fund City Council Account #10-4-1110-0140 operating budget for FY 2025-2026.

**Attachments**

[Attachment A: Amendment No. 1 - Community Legal Aid SoCal](#)

**AMENDMENT NO. 1 TO  
PROFESSIONAL SERVICES AGREEMENT**

THIS AMENDMENT No. 1 ("Amendment") is entered into this 27<sup>th</sup> day of January, 2026, by and between the City of Downey, a California municipal corporation and charter city ("City") with its principal place of business at 11111 Brookshire Avenue, Downey, CA 90241 and Community Legal Aid SoCal, a California Nonprofit Corporation ("Consultant") with its principal place of business at 2101 N. Tustin Avenue, Santa Ana, California 92705. City and Consultant are sometimes individually referred to as the "Party" and collectively as the "Parties".

WHEREAS, City and Consultant entered into a Professional Services Agreement ("Agreement") on July 15, 2025 for professional services as more specifically described in the Agreement; and

WHEREAS, the parties desire to make certain amendments to the Agreement as set forth herein; and

WHEREAS, the Parties intend to be bound by the terms and provisions of the Agreement as it is amended herein.

**NOW, THEREFORE**, for and in consideration of the mutual covenants and conditions herein contained, the Parties agree as follows:

Section 1.     **AMENDMENT(S).**

A.     City and Consultant hereby amend Section 6 of the Agreement ("Scope of Services") to include the provision of two additional "General Immigration Know Your Rights Workshops" as generally described on Exhibit A, at dates and times to be mutually agreed upon by the Parties and at a cost of \$2,500 each.

B.     City and Consultant hereby amend Section 10 of the Agreement ("Term") to read in its entirety as follows:

"The term of this Agreement shall commence on July 15, 2025 and terminate on December 31, 2026. The term of this Agreement may be extended by a written amendment to this Agreement signed by the City Manager and CONSULTANT."

C.     City and Consultant hereby amend Section 11.A. of the Agreement ("Compensation") to increase the total contract price not to exceed Fifteen Thousand Dollars and 00/100 (\$15,000.00), unless specifically approved in advance and in writing by the City Manager.

Section 2.     The rights, obligations and fees of the Parties under the Agreement shall not otherwise be amended, altered or revised except as expressly provided for herein and all other terms of the Agreement shall remain in full force and effect.

Section 3.     This Amendment may be executed in counterparts, each of which shall be deemed an original, but all of which, together, shall constitute one and the same instrument.

**TO EFFECTUATE THIS AMENDMENT**, the Parties have caused their duly authorized representatives to execute this Amendment to the Agreement on the dates set forth below.

**City: City of Downey**

**Consultant: Community Legal Aid SoCal**

By \_\_\_\_\_  
Roger Bradley, City Manager

By: \_\_\_\_\_  
Name: Kate Marr

Title: Executive Director

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**ATTEST:**

By \_\_\_\_\_  
Maria Alicia Duarte, CMC, City Clerk

**APPROVED AS TO FORM:**

By: John W. Funk  
John Funk, City Attorney