

CITY OF HUNTINGTON PARK

City Council

Regular Meeting Agenda

Tuesday, July 3, 2018

6:00 p.m.

City Hall Council Chambers
6550 Miles Avenue, Huntington Park, CA 90255

Jhonny Pineda
Mayor

Karina Macias
Vice Mayor

Graciela Ortiz
Council Member

Marilyn Sanabria
Council Member

Manuel "Manny" Avila
Council Member



All agenda items and reports are available for review in the City Clerk's Office and www.hPCA.gov. Any writings or documents provided to a majority of the City Council regarding any item on this agenda (other than writings legally exempt from public disclosure) will be made available for public inspection in the Office of the City Clerk located at 6550 Miles Avenue, Huntington Park, California 90255 during regular business hours, 7:00 a.m. to 5:30 p.m., Monday – Thursday, and at the City Hall Council Chambers during the meeting.

Any person who requires a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting may request such modification, accommodation, aid or service by contacting the City Clerk's Office either in person at 6550 Miles Avenue, Huntington Park, California or by telephone at (323) 584-6230. Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

PLEASE SILENCE ALL CELL PHONES AND OTHER ELECTRONIC EQUIPMENT WHILE COUNCIL IS IN SESSION. Thank you.

PLEASE NOTE--The numerical order of items on this agenda is for convenience of reference. Items may be taken out of order upon request of the Mayor or Members of the City Council. Members of the City Council and the public are reminded that they must preserve order and decorum throughout the Meeting. In that regard, Members of the City Council and the public are advised that any delay or disruption in the proceedings or a refusal to obey the orders of the City Council or the presiding officer constitutes a violation of these rules.

- The conduct of City Council meetings is governed by the portion of the California Government Code commonly known as the "Brown Act" and by the Huntington Park City Council Meeting Rules of Procedure.
- The City Council meeting is for conducting the City's business, and members of the audience must obey the rules of decorum set forth by law. This means that each speaker will be permitted to speak for three minutes to address items that are listed on the City Council agenda or topics which are within the jurisdictional authority of the City.
- No profanity, personal attacks, booing, cheering, applauding or other conduct disruptive to the meeting will be permitted. Any person not adhering to the Rules of Procedure or conduct authorized by the Brown Act may be asked to leave the Council Chambers.
- All comments directed to the City Council or to any member of the City Council must be directed to the Mayor (or Chairperson if Mayor is absent).

We ask that you please respect the business nature of this meeting and the order required for the proceedings conducted in the Council Chambers.

Public Comment

The Council encourages all residents of the City and interested people to attend and participate in the meetings of the City Council.

If you wish to address the Council, please complete the speaker card that is provided at the entrance to the Council Chambers and give to City Clerk prior to the start of Public Comment.

For both open and closed session each speaker will be limited to three minutes per Huntington Park Municipal Code Section 2-1.207. Time limits may not be shared with other speakers and may not accumulate from one period of public comment to another or from one meeting to another. **This is the only opportunity for public input except for scheduled public hearing items.**

All comments or queries shall be addressed to the Council as a body and not to any specific member thereof. Pursuant to Government Code Section 54954.2(a)(2), the Ralph M. Brown Act, no action or discussion by the City Council shall be undertaken on

any item not appearing on the posted agenda, except to briefly provide information, ask for clarification, provide direction to staff, or schedule a matter for a future meeting.

Additions/Deletions to Agenda

Items of business may be added to the agenda upon a motion adopted by a minimum two-thirds vote finding that there is a need to take immediate action and that the need for action came to the attention of the City or Agency subsequent to the agenda being posted. Items may be deleted from the agenda upon the request of staff or Council.

Important Notice

The City of Huntington Park shows replays of City Council Meetings on Local Access Channel 3 and over the Internet at www.hPCA.gov. NOTE: Your attendance at this public meeting may result in the recording and broadcast of your image and/or voice.

CALL TO ORDER

ROLL CALL

Mayor Jhonny Pineda
Vice Mayor Karina Macias
Council Member Manuel "Manny" Avila
Council Member Graciela Ortiz
Council Member Marilyn Sanabria

INVOCATION

PLEDGE OF ALLEGIANCE

PRESENTATIONS

"Certificates of Recognition," Presented to the Vendors Who Participated in the Health and Education Expo held on Saturday, June 2, 2018

PUBLIC COMMENT

Pursuant to Government Code Section 54954.3(a) Members of the public will have an opportunity to address the City Council on items listed on this agenda. For items on this agenda each speaker will be limited to three minutes per Huntington Park Municipal Code Section 2-1.207. Time limits may not be shared with other speakers and may not accumulate from one period of public comment to another or from one meeting to another.

STAFF RESPONSE

RECESS TO CLOSED SESSION

CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – ANTIPLICATED LITIGATION
Government Code Section 54957.9(d)(2) [one matter] –
2. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
Government Code Section 54956.9(d)(1) [one matter]
HP Automotive and Tow, Inc., dba Huntington Park Tow Service v. City of Huntington Park, et al.
Los Angeles Superior Court Case No. VC066929

RECONVENE TO OPEN SESSION

CLOSED SESSION ANNOUNCEMENT

CONSENT CALENDAR

All matters listed under the Consent Calendar are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items prior to the time the Council votes on the motion unless members of the Council, staff, or the public request specific items to be discussed and/or removed from the Consent Calendar for separate action.

OFFICE OF THE CITY CLERK

1. Approve Minute(s) of the following City Council Meeting(s):

- 1-1. Regular City Council Meeting held June 19, 2018.

FINANCE

2. Approve Accounts Payable and Payroll Warrant(s) dated July 3, 2018

END OF CONSENT CALENDAR

REGULAR AGENDA

OFFICE OF THE CITY CLERK

3. Designation of Voting Delegate and Alternates for the League of California Cities Annual Conference, September 12-14, 2018, Long Beach, California

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Appoint a voting delegate and two (2) alternates to represent the City at the 2018 League of California Cities Annual Conference business meeting.

COMMUNITY DEVELOPMENT

4. Consideration and Approval of an Award of Contract to Vision's West, Inc. in Connection with the City's Lead Based Paint Program for Property Located at 6604 Templeton Street, Huntington Park, California

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Approve a contract with Vision's West, Inc. for an amount of \$11,553 to remediate lead-based paint hazards at unit located at 6604 Templeton Street; and
2. Authorize Acting City Manager to sign the contracts and approve change orders in an amount not to exceed 10% of the total contract amount.

REGULAR AGENDA (CONTINUED)

5. Consideration and Approval of Change Order to Contract for JK Construction & Remodeling in Connection with the City's Minor Home Repair Program for Property Located at 7302 California Avenue, Huntington Park, California

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Approve change order of contract with JK Construction & Remodeling from \$5,850 to \$7,500 for eligible work under the City's Minor Home Repair Program for property located at 7302 California Avenue, Huntington Park, California;
2. Authorize Acting City Manager to execute contract; and
3. Approve change orders in an amount not to exceed 10% of the original total contract amount.

CITY ATTORNEY

6. Consideration and Approval of Employment Agreement with Ricardo Reyes as City Manager

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Approve Agreement with Ricardo Reyes as City Manager; and
2. Authorize Mayor to execute Employment Agreement with Ricardo Reyes as City Manager on the terms set forth in the agreement.

FINANCE

7. Consideration and Approval of Resolutions Adopting the City of Huntington Park's Fiscal Year 2018-19 Operating and Capital Improvement Program (CIP) Budget and Other Related Actions and Establishing the Appropriation Limit for the Fiscal Year Beginning July 1, 2018 and Ending June 30, 2019

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Adopt Resolution No. 2018-15, Adopting a Budget for the Fiscal Year Commencing July 1, 2018 and ending June 30, 2019, Making Appropriations for the Conduct of City of Huntington Park Government, Establishing Policies for the Administration of the Adopted Budget, and for other Budget Related Purposes; and
2. Adopt Resolution No. 2018-16, Establishing the Appropriation Limit Pursuant to the Provision of the California Constitution Article XIIIB for the Fiscal Year Beginning July 1, 2018 and ending June 30, 2019.

REGULAR AGENDA (CONTINUED)

FINANCE (CONTINUED)

8. **Consideration and Approval of First Amendment to the Financial Auditing Services Professional Services Agreement between the City of Huntington Park and the Pun Group, LLP**

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Approve First Amendment to the Financial Auditing Services Professional Services Agreement between the City of Huntington Park and the Pun Group, LLP; and
2. Authorize Acting City Manager to execute agreement.

PARKS AND RECREATION

9. **Consideration and Approval of Agreements with USA Pools Inc. for Pool Management Services and for Summer Swim Program and Los Angeles Unified School District (LAUSD) for Use of Pool Facility**

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Approve 3rd and final year of agreement with USA Pools Inc. to provide pool management services for the City's 2018 Summer Swim Program;
2. Approve Agreement with Los Angeles Unified School District (LAUSD) for the use of Linda Marquez High School Pool for the 2018 Summer Swim Program; and
3. Authorize Acting City Manager to execute agreements.

POLICE

10. **Consideration and Approval of Appropriation of Funds for the Completion of the Communications Center Project**

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

4. Appropriate the amount of \$25,732.52 in the City's FY 2017-2018 Budget for the furniture purchases as specified within this report; and
5. Approve an expenditure of \$6,781.46 from the Police Cal Cops Fund #225-7120-421.74.10 for the furniture purchases.

END OF REGULAR AGENDA

PUBLIC HEARING

CITY MANAGER

11. Consideration and Adoption of the City of Huntington Park's Fiscal Year (FY) 2018-2019 Annual Action Plan

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Conduct a public hearing;
2. Take public testimony;
3. Adopt the FY 2018-2019 Annual Action Plan;
4. Authorize Acting City Manager to prorate allocations to projects and programs with FY 2018-2019 CDBG and HOME entitlement allocations;
5. Authorize Acting City Manager to execute all required documents for transmittal to the U.S. Department of Housing and Urban Development Department (HUD); and
6. Amend the Fiscal Year 2018-19 Budget in accordance with the approved Fiscal Year 2018-19 Annual Action Plan.

DEPARTMENTAL REPORTS (Information only)

WRITTEN COMMUNICATIONS

COUNCIL COMMUNICATIONS

Council Member Manuel "Manny" Avila

Council Member Graciela Ortiz

Council Member Marilyn Sanabria

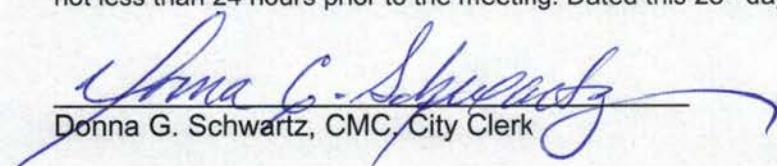
Vice Mayor Karina Macias

Mayor Jhonny Pineda

ADJOURNMENT

The City of Huntington Park City Council will adjourn to a Regular Meeting on Tuesday, July 17, 2018, at 6:00 P.M.

Donna G. Schwartz, hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted at City of Huntington Park City Hall and made available at www.hpca.gov not less than 24 hours prior to the meeting. Dated this 28th day of June 2018.


Donna G. Schwartz, CMC, City Clerk

MINUTES

Regular Meeting of the
City of Huntington Park City Council
Tuesday, June 19, 2018

Sergeant at Arms read the Rules of Decorum before the start of the meeting.

The regular meeting of the City Council of the City of Huntington Park, California was called to order at 6:02 p.m. on Tuesday, June 19, 2018, in the Council Chambers at City Hall, 6550 Miles Avenue, Huntington Park, California; Mayor Jhonny Pineda presiding.

PRESENT: Council Member(s): Graciela Ortiz, Manuel "Manny" Avila, Marilyn Sanabria, Vice Mayor Karina Macias and Mayor Jhonny Pineda.

CITY OFFICIALS/STAFF: Ricardo Reyes, Acting City Manager; Cosme Lozano, Chief of Police; Arnold Alvarez-Glasman, City Attorney; Daniel Hernandez, Director of Public Works; Cynthia Norzagaray, Director of Parks and Recreation; Sergio Infanzon, Director of Community Development; Nita McKay, Director of Finance/Acting Director of Human Resources and Donna G. Schwartz, City Clerk.

INVOCATION

Invocation was led by Mayor Pineda.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Council Member Avila.

PRESENTATIONS

Council presented "Certificates of Recognition," to Teen Police Academy Graduates.

Council presented a "Certificate of Appreciation," to Mr. Jose Prado, Parent Volunteer at San Antonio Elementary School for His Outstanding Commitment and Dedication as a Volunteer.

Council presented a "Certificate of Recognition," to Principal Edgardo Soberanes of Middleton Elementary School for His Outstanding Dedication to the Students and Huntington Park Community.

Guillermo Portillo, Parks and Recreation Department, presented a PowerPoint presentation on the Health and Education Expo held Saturday, June 2, 2018.

Mayor Pineda recommended presenting certificates at the next meeting to the vendors that participated in the Health and Education Expo.

PUBLIC COMMENT

1. Pedro Rojas, Blink Fitness, announced the grand opening of Blink Fitness on Thursday, June 28, 2018, and invited the public to attend.
2. Rodolfo Cruz, voiced concern with the celebration on Sunday, businesses lost out on business, feels police should increase enforcement and sad with the violence increasing in the city.
3. Rudy Griego, Americo International of Immigration, Inc. spoke in regards to parking meters and parking on Rugby, Rita and all side streets between Pacific east and west, has called city several times and have not received a call back, asked to look into more revenue generating sources and a solution to parking and noted the trash and graffiti in the city.

Mayor Pineda stated Council is not able to respond until staff response and asked staff to retrieve Mr. Griego's information.

4. Evelia Castillo-Rodriguez, Southeast Cities Relay for Life, announced the Southeast Cities American Cancer Society's Relay for Life event on Saturday June 23, 2018, and invited the public to participate.
5. Esperanza Rodriguez, voiced concern with the homeless and safety in the city, feels more compassion and love is needed towards human beings and wants to know how many homeless in the city and what the city is doing.

STAFF RESPONSE

Council Member Sanabria responded to the comment made by Ms. Rodriguez stating she works with a non-profit that works with homeless individuals and is currently working on a plan, that a homeless count was conducted by the Los Angeles Homeless Services Association and all information is available on their website at www.Lahsa.org.

Mayor Pineda responded to the comment made by Mr. Cruz regarding police enforcement during the Sunday celebration stating that the City was prepared and that the incident occurred in the City of Walnut and asked Chief of Police Cosme Lozano to elaborate. Chief Lozano stated that a full operational plan was developed and distributed to the law enforcement community, his department was in full deployment, a tactical team especially equipped with trained officers were placed at Florence and Pacific in anticipation of any activity. Tickets were issued, individuals were arrested including the individual that fired a mortar round at the police, the department will be in full deployment and is in full communication with the Sheriff's department in relation to the game this weekend and full World Cup activity. Mayor Pineda announced that the city itself was prepared.

Acting City Manager Ricardo Reyes responded to the comment made by Mr. Griego regarding trash, parking and parking meters stating these are areas the city is working on and is hopeful beginning of the fiscal year many of these issues will be addressed.

Community Development Director Sergio Infanzon added he had received the message and immediately called Mr. Griego but when he called the person who answered stated he didn't call city hall so perhaps the number was incorrect but every time we receive a request we reply almost immediately.

Acting City Manager Reyes announced that Regular Agenda Item 4 is being pulled and that copies of Regular Agenda Items 2.1 and 2.2 were available to the public from the City Clerk.

City Attorney Arnold Alvarez-Glasman announced there was an immediate need for City Council to receive a briefing and possibly give direction on this matter. This relates to the matter of conference with legal counsel, existing litigation, MKay v. City of Huntington Park agenda, et al. A motion is needed to add to agenda.

Motion: Council Member Sanabria motioned to add the closed session item to the agenda, seconded by Mayor Pineda. Motion passed 5-0, by the following vote:

ROLL CALL:

AYES: Council Member(s): Ortiz, Avila, Sanabria, Vice Mayor Macias and Mayor Pineda
NOES: Council Member(s): None

CLOSED SESSION

At 7:23 p.m. City Attorney Arnold Alvarez-Glasman, recessed to closed session.

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Government Code Section 54956.9 (d)(1)
Case name: MKay v. City of Huntington Park, et al.

At 7:41 p.m. Mayor Pineda reconvened to open session with all Council Members present.

CLOSED SESSION ANNOUNCEMENT

City Attorney Alvarez-Glasman announced all Council Members recessed into closed session all Council Members were present and discussed closed session item 1. Item 1.) no action taken, nothing to report.

CONSENT CALENDAR

Motion: Council Member Ortiz moved to approve consent items with the approval for the revised warrants and a change to the minutes, seconded by Council Member Sanabria. Motion passed 5-0, by the following vote:

ROLL CALL:

AYES: Council Member(s): Ortiz, Avila, Sanabria, Vice Mayor Macias and Mayor Pineda
NOES: Council Member(s): None

OFFICE OF THE CITY CLERK

1. Approved Minute(s) of the following City Council Meeting(s):

1-1 Regular City Council Meeting held May 15, 2018; and
1-2 Special City Council Meeting held May 29, 2018.

FINANCE

2. Approved Accounts Payable and Payroll Warrant(s) dated:

2-1. Revised June 5; and
2-2. Revised June 19, 2018.

END OF CONSENT CALENDAR

REGULAR AGENDA

FINANCE

3. **Consideration and Approval to Award a Professional Services Agreement (PSA) to Klimt Consulting LLC., for Administrative Consulting Services for Community Planning and Development (CPD) Programs, Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME); and Office of Lead Hazard Control and Healthy Homes (OLHCHH) Programs: Lead Based Paint Hazard Control (LBPHC) and Healthy Homes**

Acting City Manager Ricardo Reyes announced the item and introduced Director of Finance/Acting Human Resources Director Nita McKay who presented the staff report, recommended a two-year agreement and announced a representative with Klimt Consulting was in attendance to answer any questions.

Motion: Council Member Sanabria moved to approve Professional Services Agreement with Klimt Consulting LLC for administrative consulting services for Community Planning and Development programs such as Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME); and Office of Lead Hazard Control and Healthy Homes programs such as Lead-Based Paint Hazard Control (LBPHC) and Healthy Homes and authorize Acting City Manager to execute the agreement, seconded by Vice Mayor Macias. Motion passed 5-0, by the following vote:

ROLL CALL:

AYES: Council Member(s): Ortiz, Avila, Sanabria, Vice Mayor Macias and Mayor Pineda

NOES: Council Member(s): None

Item 4 pulled by Acting City Manager Ricardo Reyes.

4. Consideration and Approval of Resolutions Adopting the City of Huntington Park's Fiscal Year 2018-19 Operating and Capital Improvement Program (CIP) Budget and Other Related Actions and Establishing the Appropriation Limit for the Fiscal Year Beginning July 1, 2018 and Ending June 30, 2019

RECOMMENDATION OF ITEM UNDER CONSIDERATION:

1. Resolution No. 2018-15, Adopting a Budget for the Fiscal Year Commencing July 1, 2018 and ending June 30, 2019, Making Appropriations for the Conduct of City of Huntington Park Government, Establishing Policies for the Administration of the Adopted Budget, and for other Budget Related Purposes; and
2. Resolution No. 2018-16, Establishing the Appropriation Limit Pursuant to the Provision of the California Constitution Article XIIB for the Fiscal Year Beginning July 1, 2018 and ending June 30, 2019.

PARKS AND RECREATION

5. Consideration and Approval of Activities in Public Places Permit and Fee Waiver Request by the Southeast Cities American Cancer Society for the "Relay for Life" Event

Acting City Manager Ricardo Reyes announced the item and introduced Director of Parks and Recreation Cynthia Norzagaray who presented the staff report.

Motion: Council Member Sanabria moved to approve Activities in Public Places Permit for the Southeast Cities American Cancer Society's "Relay for Life" event, scheduled for June 22-23, 2018, Salt Lake Park baseball diamonds and approve facility fee waiver request by the Southeast Cities American Cancer Society, seconded by Council Member Ortiz. Motion passed 5-0, by the following vote:

ROLL CALL:

AYES: Council Member(s): Ortiz, Avila, Sanabria, Vice Mayor Macias and Mayor Pineda
NOES: Council Member(s): None

POLICE

6. Consideration and Approval to Purchase two (2) Police Department Patrol Operations Division Police Vehicles and Supplementary Equipment

Acting City Manager Ricardo Reyes announced the item and introduced Chief of Police Cosme Lozano who presented the staff report.

Motion: Council Member Sanabria moved to authorize the requisition of funds to reconcile the invoice with South Bay Ford for the purchase of police patrol vehicles, and to install emergency and technology equipment on the vehicles, authorize additional budget appropriation of \$125,268.56 from the Forfeiture Fund, Account #229-7010-421.74-10 and authorize Chief of Police and Finance Director to process the invoice and reconcile future invoice(s) for the emergency equipment installed on the vehicles, seconded by Mayor Pineda. Motion passed 5-0, by the following vote:

ROLL CALL:

AYES: Council Member(s): Ortiz, Avila, Sanabria, Vice Mayor Macias and Mayor Pineda
NOES: Council Member(s): None

PUBLIC WORKS

7. Consideration and Approval of a Resolution Approving Renewal of General Services Agreement between the City of Huntington Park and the County of Los Angeles

Acting City Manager Ricardo Reyes announced the item and the list of services and introduced Director of Public Works Daniel Hernandez who presented the staff report.

Motion: Council Member Sanabria moved to adopt Resolution No. 2018-14, approving a five-year renewal of the General Services Agreement between the City of Huntington Park and the County of Los Angeles and authorize the Mayor to execute agreement, seconded by Vice Mayor Macias. Motion passed 5-0, by the following vote:

ROLL CALL:

AYES: Council Member(s): Ortiz, Avila, Sanabria, Vice Mayor Macias and Mayor Pineda
NOES: Council Member(s): None

END OF REGULAR AGENDA

DEPARTMENTAL REPORTS (Information only)

WRITTEN COMMUNICATIONS – None.

COUNCIL COMMUNICATIONS

Council Member Manuel “Manny” Avila, congratulated Chief Lozano on using good judgement with the World Cup situation and that he has Councils support.

Council Member Graciela Ortiz, reminded the public of the Relay for Life event on Saturday, June 23 and wished all a good night.

Council Member Marilyn Sanabria, wished all a good weekend and is looking forward to the 4th of July event.

Vice Mayor Karina Macias, thanked staff and the Police Department for all their support, looking forward to the Relay for Life and 4th of July events and wished all a good night.

Mayor Jhonny Pineda, noted he will be watching the next soccer game, that the Police Department will be ready and added that Pacific Boulevard will be closed.

ADJOURNMENT

At 7:55 p.m. Mayor Pineda adjourned the City of Huntington Park City Council to a Regular Meeting on Tuesday, July 3, 2018, at 6:00 P.M

Respectfully submitted,

Donna G, Schwartz, CMC
City Clerk

City of Huntington Park

List of Funds

Fund	Description	Fund	Description
111	General Fund	234	Congressional Earmark
114	Spec Events Contrib Rec	235	Federal Street Improvmt
120	Special Revenue DNA ID	237	Community Planning
121	Special Revnu Welfare Inm	239	Federal CDBG Fund
122	Prevention Intervention	240	HUD EZ/EC Soc Sec Block
123	Board of Corrections - LEAD	242	HUD Home Program
124	Auto Theft	243	HUD 108 B03MC060566
150	Emergency Preparedness	245	EPA Brownfield
151	Economic Development	246	LBPHCP-Lead Base
201	Environmental Justice	247	Neighborhood Stabilization
202	CFP Crosswalks	248	Homelessness Prevention
204	SR2S Middleton Safe Route	252	ABC
205	CFP Pacific Blvd	275	Successor Agency
206	CFP iPark Pay Station	283	Sewer Maintenance Fund
207	CFP Signal Syncronization	285	Solid Waste Mgmt Fund
208	CMAQ Metro Rapid	286	Illegal Disposal Abatemnt
209	CFP City Street Resurfacing	287	Solid Waste Recycle Grant
216	Employees Retirement Fund	288	COMPBC
217	OPEB	334	Ped/Bike Path Fund
219	Sales Tax-Transit Fund A	349	Capital Improvement Fund
220	Sales Tax-Transit C	475	Public Financng Authority
221	State Gasoline Tax Fund	533	Business Improv Dist Fund
222	Measure R	535	Strt Lght & Lndscp Assess
223	Local Origin Program Fund	681	Water Department Fund
224	Office of Traffc & Safety	741	Fleet Maintenance
225	Cal Cops Fund	745	Worker's Compensation Fnd
226	Air Quality Improv Trust	746	Employee Benefit Fund
227	Offc of Criminal Justice	748	Veh & Equip Replacement
228	Bureau of Justice Fund	779	Deferred Comp. Trust Fund
229	Police Forfeiture Fund	800	Pooled Cash
231	Parking System Fund	801	Pooled Cash Fund
232	Art in Public Places Fund	802	Pooled Interest
233	Bullet Proof Vest Grant		

CITY OF HUNTINGTON PARK
DEMAND REGISTER

7-3-2018

Payee Name	Invoice Number	Account Number	Description	Transaction Amount
4IMPRINT INC	6386853	111-6030-451.61-35	P&R STAFF POLO SHIRTS	1,049.81
				\$1,049.81
AARON CRUZ	68506/688845	111-6060-466.33-20	CONTRACT INSTRUCTOR	79.20
	68640/68845	111-6060-466.33-20	CONTRACT INSTRUCTOR	184.80
	68756/68757	111-6060-466.33-20	CONTRACT INSTRUCTOR	52.80
				\$316.80
ADAMSON POLICE PRODUCTS	INV275749	225-7120-421.74-10	AMMUNITION & OC CANISTERS	1,105.96
				\$1,105.96
AFSCME COUNCIL 36	PPE 06/17/2018	802-0000-217.60-10	AFSCME COUNCIL DUES	760.38
				\$760.38
ALFREDO DE LA TORRE CONSTRUCTION	3723-1	246-5098-463.73-10	LEAD PAINT-3723 RANDOLPH	397.50
				\$397.50
ALICA VALENCIA GUTIERREZ	HP080001391	111-0000-351.10-10	CITATION REFUND	490.00
				\$490.00
ALICIA SALAZAR	68628/68644	111-6060-466.33-20	CONTRACT INSTRUCTOR	55.20
				\$55.20
ALL CITY MANAGEMENT SERVICES	55203	111-7022-421.56-41	CROSSING GUARD 5/20-6/2	6,146.04
				\$6,146.04
ALVAREZ-GLASMAN & COLVIN	2018-04-17287	111-0220-411.32-70	ADMIN LEGAL SRVCS APRIL18	35,173.47
	2018-04-17288	111-0220-411.32-70	ADMIN LEGAL SRVCS APRIL18	1,744.43
				\$36,917.90
AMERICAN EAGLE PROTECTIVE SERVICES	HP-070818-EFLO	111-6020-451.56-41	PRIVATE SECURITY 4TH OF JULY	4,440.00
				\$4,440.00
AMERICAN EXPRESS	JZDLWW	111-0110-411.66-05	COUNCIL MEETING EXPENSE	103.55
	851808981	111-0210-413.59-15	LEAGUE OF CA CITIES CONFE	375.00
	90057102	111-0210-413.59-15	CM-LEAGUE OF CA CITIES	40.00
	1J25S2KY4PZ	111-0210-413.61-20	ADMIN OFFICE SUPPLIES	10.00
	1KLT7MFWZ3J	111-0210-413.61-20	ADMIN OFFICE SUPPLIES	24.95
	63PUWUL3L5H	111-0210-413.61-20	ADMIN OFFICE SUPPLIES	17.96
	X30LXFHCFXJ	111-0210-413.61-20	ADMIN OFFICE SUPPLIES	31.20
	00591104921	111-5030-465.59-15	TRANSPORTATION EXPENSE ICSC	32.02
	285702335	111-5030-465.59-15	CM ICSC CONFERENCE EXPENSE	18.94
	432192425607	111-5030-465.59-15	LODGING ICSC CONFERENCE	438.78
	432192426207	111-5030-465.59-15	LODGING ICSC CONFERENCE	292.52
	432192426247	111-5030-465.59-15	LODGING ICSC-J. PINEDA	438.78
	432192426971	111-5030-465.59-15	LODGING ICSC-R. REYES	438.78
	432192427176	111-5030-465.59-15	LODGING ICSC-S. INFANZON	724.50
	432192427306	111-5030-465.59-15	LODGING ICSC CONFERENCE	540.82
	43219246302	111-5030-465.59-15	LODGING ICSC-K. MACIAS	115.65
	4ZTSRGP8AYA	111-5030-465.59-15	CM TRAVEL EXPENSE ICSC	5.00
	5261440818775	111-5030-465.59-15	FLIGHT TICKET ICSC CONFERENCE	186.96
	5261442083848	111-5030-465.59-15	FLIGHT TICKET CM ICSC	267.96
	5261443516421	111-5030-465.59-15	TRAVEL EXPENSE CM ICSC	5.00

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AMERICAN EXPRESS	526980335822	111-5030-465.59-15	TRAVEL EXPENSE ICSC CONFE	15.00
	5269803635821	111-5030-465.59-15	TRAVEL EXPENSE ICSC CONFE	15.00
	5269803987629	111-5030-465.59-15	CM TRAVEL EXPENSE ICSC	15.00
	5269803987630	111-5030-465.59-15	CM TRAVEL EXPENSE ICSC	15.00
	J3GNDN	111-6010-466.55-40	PARKS GRAPHIC INNOVATIONS	247.35
	J3GNDN	111-6010-466.55-45	PARKS GRAPHIC INNOVATIONS	247.35
	1372571	246-5098-463.59-15	LODGING LEAD-TORRES & MARRIN	1,232.42
				\$5,895.49
AMERICAN FAMILY LIFE ASSURANCE	PPE 06/17/2018	802-0000-217.50-40	CANCER INSURANCE	22.51
				\$22.51
ANA POSADA	HP030007930	111-0000-351.10-10	CITATION REFUND	142.00
				\$142.00
ANDREA LEON-GROSSMANN	141	288-8058-432.54-00	DESIGN BIG BELLY SOLAR	3,000.00
				\$3,000.00
AP TECHNOLOGY, LLC	IN018765	111-9010-419.56-41	EZSIGNER SRVCS 7/18-7/19	190.00
				\$190.00
ARAMARK UNIFORM & CAREER APPAREL	533388805	741-8060-431.61-20	UNIFORM SERVICE 6/5/18	98.17
	533405898	741-8060-431.61-20	UNIFORM SERVICE 6/12/18	104.71
				\$202.88
AT&T	6/1/18-6/30/18	111-9010-419.53-10	SALT LAKE PARK INTERNET SRVCS	10.92
	6/21/18-7/20/18	111-9010-419.53-10	BACK UP INTERNET SERVICES	64.25
				\$75.17
AT&T MOBILITY	4/7/18-5/6/18	111-5055-419.53-10	CODE ENFORCE SRVCS 4/7-5/6/18	146.47
	5/7/18-6/6/18	111-5055-419.53-10	CODE ENFORCE SRVCS 5/7-6/18	145.09
	5/7/18-6/6/18	111-7010-421.53-10	PD WIRELESS PHONES	4,061.81
	4/7/18-5/6/18	239-5055-419.53-10	CODE ENFORCE SRVCS 4/7-5/6/18	146.48
	5/7/18-6/6/18	239-5055-419.53-10	CODE ENFORCE SRVCS 5/7-6/18	145.10
				\$4,644.95
AT&T PAYMENT CENTER	6/7/18-7/6/18	111-9010-419.53-10	CITY WIDE PHONE SERVICES	33.12
	6/7/18-7/6/18	111-9010-419.53-10	CITY WIDE PHONE SERVICES	33.12
	6/7/18-7/6/18	111-9010-419.53-10	CITY WIDE PHONE SERVICES	33.12
	6/7/18-7/6/18	111-9010-419.53-10	CITY WIDE PHONE SERVICES	33.12
	6/7/18-7/6/18	111-9010-419.53-10	CITY WIDE PHONE SERVICES	100.79
	6/7/18-7/6/18	111-9010-419.53-10	CITY WIDE PHONE SERVICES	194.55
	6/7/18-7/6/18	111-9010-419.53-10	CITY WIDE PHONE SERVICES	80.58
				\$508.40
BARR & CLARK INC	46171	246-5098-463.56-41	LEAD INSPECTION-6823 MARBRISA	785.00
	46176	246-5098-463.56-41	LEAD TESTING-6823 MARBRISA	540.00
	46177	246-5098-463.56-41	LEAD TESTING-6823 MARBRISA	540.00
	46230	246-5098-463.56-41	LEAD CLEAR-3604 LIVE OAK	306.00
				\$2,171.00
BAYSIDE MEDICAL CENTER	11748	745-9030-413.56-41	HEPATITIS VACCINES	3,760.00
				\$3,760.00

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BENEFIT ADMINISTRATION CORPORATION	6027772-IN	111-0230-413.56-41	ADMIN FEES MAY 2018	80.00
				\$80.00
BENNETT LANDSCAPE	204530	231-8010-415.56-41	LANDSCAPE SRVCS MAY 2018	2,635.00
	204530	535-8090-452.56-60	LANDSCAPE SRVCS MAY 2018	18,445.00
	204938	535-8090-452.61-20	REPLACED BATTERY	809.00
				\$21,889.00
BLACK AND WHITE EMERGENCY VEHICLES	2483	111-7022-421.74-10	SERVICE/REPAIR UNIT 913	70.00
				\$70.00
BSN SPORTS, LLC	902340991	111-6030-451.61-35	PARKS SOCCER SUPPLIES	702.06
	902348340	111-6040-451.61-35	P&R ADULT SPORTS SUPPLIES	4,157.39
	902348341	111-6040-451.61-35	P&R BASKETBALL STAND	2,233.78
				\$7,093.23
CALIF PUBLIC EMPLOYEES RETIREMENT	100000015331107	216-0230-413.24-00	1959 SURVIVOR BENEFIT	5,740.80
	100000015332019	216-0230-413.24-00	1959 SURVIVOR BENEFIT	3,255.20
	PPE 05/20/2018	802-0000-217.30-10	RETIREMENT BENEFIT	34,678.64
	PPE 05/20/2018	802-0000-218.10-10	RETIREMENT BENEFIT	57,895.80
				\$101,570.44
CALIFORNIA MARKETING INC	36405	111-0210-413.56-41	SRVCS RENDERED OCTOBER17	508.17
				\$508.17
CALIFORNIA PARK&RECREATION SOCIETY	117030	111-6010-451.59-15	PARKS CPRS MEMBERSHIP	165.00
	130009	111-6010-451.59-15	PARKS CPRS MEMBERSHIP	165.00
				\$330.00
CALIFORNIA POLICE CHIEFS ASSN.	10350	229-7010-421.59-15	MEMBERSHIP RENEWAL18/19	1,852.00
				\$1,852.00
CARLOS JR. CASTELLON	06/19/2018	111-6030-451.33-90	YOURTH SPORTS REFEREE	308.00
				\$308.00
CCAP AUTO LEASE LTD	06/05/2018	226-9010-419.74-20	FIAT-DB END OF LEASE	545.00
				\$545.00
CENTRAL BASIN MWD	HP-MAY18	681-8030-461.41-00	WATER PURCHASE MAY18	45,446.69
				\$45,446.69
CHARTER COMMUNICATIONS	0511353060918	111-9010-419.53-10	CITY HALL INTERNET 6/19-7/18	154.97
				\$154.97
CHILD 360	68514/68724	111-0000-228.20-00	DEPOSIT REFUND	2,500.00
				\$2,500.00
CITY OF HUNTINGTON PARK FLEXIBLE	PPE 06/17/2018	802-0000-217.30-30	MEDICAL REIMBURSEMENT	732.22
				\$732.22
CITY OF HUNTINGTON PARK GEA	PPE 06/17/2018	802-0000-217.60-10	GEA ASSOCIATION DUES	131.70
				\$131.70
COLONIAL SUPPLEMENTAL INSURANCE	PPE 06/17/2018	802-0000-217.50-40	SUPPLEMENTAL INSURANCE	1,108.58
				\$1,108.58
COMMERCIAL TIRE COMPANY	1-146191	741-8060-431.43-20	PURCHASE 4 NEW TIRES	619.98
				\$619.98

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COPY SET	3179	288-8058-432.54-00	ENVIRONMENTAL GUIDE BOOK	5,722.50
				\$5,722.50
CREATIVE BUS SALES, INC.	5137547	219-0250-431.43-21	SIDE MIRROR SHUTTLE 001	195.33
	5141262	219-0250-431.43-21	SEATBELT FOR SHUTTLE 003	32.75
				\$228.08
CREDITTRON CORPORATION	MN00000181	681-3022-415.56-41	ANNUAL COVERAGE 6/18-5/19	224.60
				\$224.60
CRYSTAL GODINEZ	32338106	111-0000-351.10-10	CITATION REFUND	107.50
				\$107.50
DANIEL RODRIGUEZ	6/11/18	111-7022-421.16-20	PD UNIFORM ALLOWANCE	550.00
				\$550.00
DAPEER, ROSENBLIT & LITVAK	14173	111-0220-411.32-20	CODE ENFORCE LEGAL SRVCS	24.90
	14176	111-0220-411.32-20	CODE ENFORCE LEGAL SRVCS	67.50
	14609	111-0220-411.32-20	GEN PD LEGAL MATTERS	507.50
	14610	111-0220-411.32-20	GEN PD LEGAL MATTERS	1,800.00
	14611	111-0220-411.32-20	GEN PD LEGAL MATTERS	1,192.50
				\$3,592.40
DARRYL INOUYE	6/11/18	111-7022-421.16-20	PD UNIFORM ALLOWANCE	550.00
				\$550.00
DAY WIRELESS SYSTEMS	462747	111-7022-421.61-24	PD RADIO REPAIR	432.00
				\$432.00
DELTA DENTAL	BE002867041	802-0000-217.50-20	DENTAL PPO JULY 2018	8,809.87
				\$8,809.87
DELTA DENTAL INSURANCE COMPANY	BE0028644305	802-0000-217.50-20	DENTAL CARE PMI JULY2018	2,532.83
				\$2,532.83
DEPARTMENT OF JUSTICE	305304	111-7030-421.56-41	FINGERPRINT APPS	305.00
				\$305.00
DF POLYGRAPH	2018/4	111-7030-421.56-41	POLYGRAPH EXAMINATIONS	175.00
				\$175.00
ECS IMAGING, INC	13115	111-9010-419.43-15	CITY CLERK ECS SERVICES	12,150.00
				\$12,150.00
ENTERPRISE FM TRUST	FBN3483503	226-9010-419.74-20	PD VEHICLE LEASE	1,822.51
	FBN3483503	229-7010-421.74-10	PD VEHICLE LEASE	87.73
				\$1,910.24
ESTELA RAMIREZ	68510/68829	111-6060-466.33-20	CONTRACT INSTRUCTOR	270.40
				\$270.40
EVREX CORPORATION	82887	111-5010-419.43-05	REPAIR MICRO FILM VIEWER	465.47
				\$465.47
EXPERT ROOTER	95821	111-8020-431.43-10	PARK YARD SERVICE CALL	225.00
	95771	111-8024-421.43-10	PD SERVICE CALL	270.00
				\$495.00

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F&A FEDERAL CREDIT UNION	PPE 06/17/2018	802-0000-217.60-40	F&A CREDIT UNIONDEDUCTION	11,320.50
				\$11,320.50
FEDEX	6-090-62134	111-9010-419.53-20	FINANCE SHIPPING CHARGES	28.91
	6-097-98307	111-9010-419.53-20	FINANCE SHIPPING CHARGES	42.85
	6-113-95122	111-9010-419.53-20	FINANCE SHIPPING CHARGES	24.29
				\$96.05
FIRST CHOICE SERVICES	608826	111-9010-419.61-20	COFFEE SUPPLIES	11.00
				\$11.00
FRANCISCA MEDINA	HP050001447	111-0000-351.10-10	CITATION REFUND	131.00
	HP080001216	111-0000-351.10-10	CITATION REFUND	144.00
				\$275.00
GARDA CL WEST, INC.	20305762	111-9010-419.33-10	ARMORED TRANSPORT SRVC	92.26
				\$92.26
GATEWAY URGENT CARE CENTER	00128225-00	111-0230-413.56-41	2 TREADMILL STRESS TESTS	500.00
				\$500.00
GENE FARMER	06/19/2018	111-7010-421.59-20	PD MILEAGE REIMBURSEMENT	67.14
	06/19/2018	111-7010-421.59-20	PD PER DIEM REIMBURSEMENT	15.00
				\$82.14
GOVERNMENT FINANCE OFFICERS ASSN.	MN00000181	681-3022-415.56-41	ANNUAL COVERAGE 6/18-5/19	2,470.55
				\$2,470.55
GUADALUPE ROLDAN	HP010002554	111-0000-351.10-10	CITATION REFUND	144.00
				\$144.00
HASA, INC.	600291	681-8030-461.41-00	HYPOCHLORITE PURCHASE	209.90
	601093	681-8030-461.41-00	HYPOCHLORITE PURCHASE	302.25
	601094	681-8030-461.41-00	HYPOCHLORITE PURCHASE	159.52
	601096	681-8030-461.41-00	HYPOCHLORITE PURCHASE	117.54
	602142	681-8030-461.41-00	HYPOCHLORITE PURCHASE	184.71
	602143	681-8030-461.41-00	HYPOCHLORITE PURCHASE	134.33
	602144	681-8030-461.41-00	HYPOCHLORITE PURCHASE	226.69
	602146	681-8030-461.41-00	HYPOCHLORITE PURCHASE	117.54
	603316	681-8030-461.41-00	HYPOCLHORITE PURCHASE	293.19
	603317	681-8030-461.41-00	HYPOCLHORITE PURCHASE	184.29
	603318	681-8030-461.41-00	HYPOCLHORITE PURCHASE	201.04
	603319	681-8030-461.41-00	HYPOCLHORITE PURCHASE	117.27
				\$2,248.27
HDL COREN & CONE	0029361-IN	111-9010-419.56-41	CONTRACT SRVCS TAX2017	12,449.55
				\$12,449.55
HECTOR G. MORENO LOREDO	68474/68725	111-6060-466.33-20	CONTRACT INSTRUCTOR	192.00
				\$192.00
HINDERLITER DE LLAMAS & ASSOCIATES	0029361-IN	111-9010-419.56-41	CONTRACT SRVCS TAX2017	7,525.83
				\$7,525.83

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HOME DEPOT - PUBLIC WORKS	5262605	111-0210-413.53-10	ADMINISTRATION SUPPLIES	95.97
	6262591	111-0210-413.53-10	ADMINISTRATION SUPPLIES	385.34
	262423	111-8010-431.61-21	STREET OPERATIONS	95.11
	7262350	111-8022-419.43-10	GENERAL GOV. BUILDINGS	33.20
	3262513	111-8023-451.43-10	PARKS BUILDINGS SUPPLIES	119.31
	6262360	111-8023-451.43-10	PARKS BUILDINGS SUPPLIES	80.22
	6262361	111-8023-451.43-10	PARKS BUILDINGS SUPPLIES	242.38
	8262338	111-8024-421.43-10	POLICE BUILDINGS SUPPLIES	29.46
	8262331	221-8010-431.61-20	STREET SUPPLIES	54.17
	6262363	535-8090-452.61-20	STREET TREES/LANDSCAPING	295.77
	6262592	535-8090-452.61-20	STREET TREES/LANDSCAPING	230.91
				\$1,661.84
HUNTINGTON PARK POLICE MGMT ASSN.	PPE 06/17/2018	802-0000-217.60-10	PMA ASSOCIATION DUES	150.00
				\$150.00
HUNTINGTON PARK POLICE OFFICER ASSN	PPE 06/17/2018	802-0000-217.60-10	POA ASSOCIATION DUES	5,856.38
				\$5,856.38
HUNTINGTON PARK RUBBER STAMP CO.	RGC011555	111-6020-451.56-41	PARKS STAFF NAME BADGES	56.17
				\$56.17
IDEAL LIGHTING	113286	111-8024-421.43-10	PD LAMPS REPLACEMENT	66.49
	113299	111-8024-421.43-10	PD LAMPS REPLACEMENT	187.25
				\$253.74
IMSA	0000001	111-8020-431.59-15	PW TRAINING TRAFFIC SIGNAL	570.00
				\$570.00
INFRAMARK LLC	30057	283-8040-432.56-41	WATER/SEWER MAINT JUNE18	12,006.76
	31028	681-8030-461.43-30	BOOSTER 11 REPLACEMENT	24,775.49
	30057	681-8030-461.56-41	WATER/SEWER MAINT JUNE18	94,396.39
	30534	681-8030-461.56-41	NEW 6" FIRE SRVC-3111FLOR	51,058.56
	30534	681-8030-461.73-31	NEW 6" FIRE SRVC-3111FLOR	31,923.44
				\$214,160.64
INFRASTRUCTURE ENGINEERS	23107	111-4010-431.56-62	CITY ENGINEER SRVCS 4/2018	33,120.00
	23107	221-8010-431.56-41	CITY ENGINEER SRVCS 4/2018	9,787.50
	23108	222-8010-431.73-10	LABOR COMPLIANCE SRVCS	595.44
	23112	222-8010-431.73-10	INSPECTION SRVCS APRIL18	12,961.00
				\$56,463.94
JAVIER CARRILLO	6/7/2018	111-6030-451.33-90	YOUTH SPORTS REFEREE	60.00
				\$60.00
JCL TRAFFIC	95797	221-8012-429.61-20	MATERIAL SIGN FABRICATION	1,038.06
	95798	221-8012-429.61-20	MATERIAL SIGN FABRICATION	936.23
				\$1,974.29
JERRY'S AUTO BODY, INC.	31140	741-8060-431.43-20	REPAIR OF UNIT 198	1,210.52
	31166	741-8060-431.43-20	DOOR REPAIR UNIT 370	211.67
				\$1,422.19

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JESUS GUTIERREZ	522372706	741-8060-431.62-30	PD FUEL REIMBURSEMENT	85.00
	9034269	741-8060-431.62-30	PD FUEL REIMBURSEMENT	80.94
				\$165.94
JJ PHOTOCOPY SERVICES, INC	195881	745-9031-413.32-70	3RD PARTY ADMIN LEGAL	146.50
				\$146.50
JOEL GORDILLO	06/21/2018	111-1010-411.56-41	VIDEOGRAPHER JUNE 2018	1,650.00
				\$1,650.00
JOHANNA G VIZCARRA	HP030005027	111-0000-351.10-10	CITATION REFUND	140.00
				\$140.00
JOSE MARIO LOPEZ	004629	111-4010-431.15-25	GEA BOOT ALLOWANCE	50.00
	004629	111-8020-431.15-25	GEA BOOT ALLOWANCE	48.10
				\$98.10
KEYSTONE UNIFORM DEPOT	700014977	111-7010-421.61-20	PD EMPLOYEE UNIFORMS	33.05
	700015199	111-7022-421.61-28	PD EMPLOYEE UNIFORM	595.18
	700015203	111-7022-421.61-28	PD EMPLOYEE UNIFORM	66.14
	700015225	111-7022-421.61-28	PD EMPLOYEE UNIFORM	296.05
	700015238	111-7022-421.61-28	PD EMPLOYEE UNIFORM	55.11
	700015243	111-7022-421.61-28	PD EMPLOYEE UNIFORM	267.86
	065437	111-7022-421.61-29	PD EMPLOYEE UNIFORM	1,208.61
	065438	111-7022-421.61-29	PD EMPLOYEE UNIFORM	1,215.18
	065455	111-7022-421.61-29	PD EMPLOYEE UNIFORM	296.58
	700015244	111-7022-421.61-29	PD EMPLOYEE UNIFORM	273.38
	700015245	111-7022-421.61-29	PD EMPLOYEE UNIFORM	190.70
	700015298	111-7022-421.61-29	PD EMPLOYEE UNIFORM	134.48
	700015324	111-7022-421.61-29	PD EMPLOYEE UNIFORM	66.14
				\$4,698.46
KONICA MINOLTA BUSINESS SOLUTIONS	252104377	111-7010-421.44-10	PD ADMIN COPIER 5/2018	209.02
	252104391	111-7010-421.44-10	PD ANNEX COPIER 5/2018	66.17
	252104527	111-7010-421.44-10	DETECT BUREAU LEASE 5/2018	296.88
	252104649	111-7010-421.44-10	PD JAIL COPIER 5/2018	138.40
	252104719	111-7010-421.44-10	PD PATROL COPIER 5/2018	209.02
	252104825	111-7040-421.44-10	PD RECORDS COPIER 5/2018	377.06
	252104826	111-7040-421.44-10	PD RECORDS COPIER 5/2018	296.88
				\$1,593.43
LA COUNTY SHERIFF'S DEPT	183972LA	111-7022-421.56-41	INMATE MEAL SRVC MAY2018	1,225.41
				\$1,225.41
LAC+USC MEDICAL CENTER	50012	111-7030-421.56-41	SART EXAMS	730.00
				\$730.00
LAN WAN ENTERPRISE, INC	60909	111-0110-411.74-10	COMPUTER COUNCIL SECRETAR	1,518.76
	60908	111-0210-413.74-10	NEW COMPUTER ADMIN ASSIST	1,518.76
	60976	111-1010-411.74-10	DESKTOP COUNCIL CHAMBERS	995.89
	60839	111-3010-415.74-10	FINANCE DIRECTOR LAPTOP	1,879.58

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LAN WAN ENTERPRISE, INC	60997	111-9010-419.43-15	IT SERVICES JUNE 2018	23,500.00
	61073	111-9010-419.43-15	SERVER WARRANTY	7,840.53
	61074	111-9010-419.43-15	SECURITY MANAGER	12,214.80
	61090	111-9010-419.43-15	FIREWALL WARRANTY	13,550.58
	61067	229-7010-421.74-10	PD TV MONITORS & DVD	861.70
	61081	229-7010-421.74-10	PD TV MONITOR	1,062.68
	61082	229-7010-421.74-10	PD TV MONITORS & DVD	260.40
	61114	229-7010-421.74-10	PD TV MONITORS & DVD	170.24
				\$65,373.92
LB JOHNSON HARDWARE CO #1	697483	221-8014-429.61-20	TRAFFIC SIGNAL HARDWARE	139.04
	697386	535-8090-452.61-20	PURCHASE DRILL BITS/SCREW	214.20
				\$353.24
LEE ANDREWS GROUP, INC	2018162	111-0210-413.56-41	PROFESSIONL SRV 5/15-6/14	6,009.16
				\$6,009.16
LEGAL SHIELD	143713	802-0000-217.60-50	IDENTITY THEFT PROTECTION	106.60
				\$106.60
LUCKY TOURS CHARTER INC	2272	219-0250-431.57-70	PARKS TRANSPORTATION SRVC	650.00
				\$650.00
LUIS H. FERNANDEZ	305	111-6020-451.56-41	P&R HEALTH EXPO DJ SRVCS	500.00
				\$500.00
MAGIC JUMP RENTALS, INC.	220637	111-6020-451.56-41	HEALTH EXPO JUMPER RENTAL	1,008.00
	222587	111-6020-451.56-41	4TH OF JULY JUMPERS	2,208.00
				\$3,216.00
MANUEL PRIETO	68583/68820	111-6060-466.33-20	CONTRACT INSTRUCTOR	212.80
				\$212.80
MARIO CAYAX	HP050003002	111-0000-351.10-10	CITATION REFUND	44.00
				\$44.00
MARIO DIAZ	06/19/2018	111-7010-421.59-20	PD MILEAGE REIMBURSEMENT	67.14
	06/19/2018	111-7010-421.59-20	PD PER DIEM REIMBURSEMENT	15.00
				\$82.14
MARKO MENDOZA	06/19/2018	111-7010-421.59-20	PD MILEAGE REIMBURSEMENT	67.14
	06/19/2018	111-7010-421.59-20	PD PER DIEM REIMBURSEMENT	15.00
	6/4/18-6/15/18	111-7010-421.59-20	PD MILEAGE REIMBURSEMENT	671.44
	6/4/18-6/15/18	111-7010-421.59-20	PD PER DIEM REIMBURSEMENT	150.00
				\$903.58
MARLENI MELISSA LEMUS	3190119	111-0000-351.10-10	CITATION REFUND	137.50
	32298055	111-0000-351.10-10	CITATION REFUND	108.00
				\$245.50
MAYWOOD MUTUAL WATER COMPANY, NO. 1	06/1/2018	283-8040-432.56-41	WATER REPORT JAN-FEB18	400.00
	06/1/2018	283-8040-432.56-41	WATER REPORT MARCH-APR18	400.00
	06/1/2018	283-8040-432.56-41	WATER REPORT NOV-DEC17	400.00
				\$1,200.00

**CITY OF HUNTINGTON PARK
DEMAND REGISTER**

7-3-2018

Payee Name	Invoice Number	Account Number	Description	Transaction Amount
MERRIMAC ENERGY GROUP	2182037	741-8060-431.62-30	PURCHASE OF GASOLINE	25,615.52
				\$25,615.52
MIKE PARSA	057702	229-7010-421.74-10	PD REIMBURSEMENT	505.96
				\$505.96
MORENO CONSTRUCTION CO.	1	239-5070-463.56-52	REHAB WORK-3729 BROADWAY	375.00
				\$375.00
NATION WIDE RETIREMENT SOLUTIONS	PPE 06/17/2018	802-0000-217.40-10	EMPLOYEE DEFERRED COMP	15,603.00
				\$15,603.00
NATIONAL EMBLEM, INC.	378779	111-7010-421.61-20	HPPD UNIFORM PATCHES	205.08
				\$205.08
NEW CHEF FASHION INC.	917826	111-7022-421.61-28	EMPLOYEE UNIFORMS	37.23
	919134	111-7022-421.61-28	EMPLOYEE UNIFORMS	49.26
				\$86.49
PARAMOUNT ICELAND INC.	68599/68599	111-6060-466.33-20	CONTRACT INSTRUCTOR	84.80
				\$84.80
PARKHOUSE TIRE, INC.	1010616050	741-8060-431.43-20	REPAIR TIRE UNIT 203	220.55
				\$220.55
PARS	40406	111-9010-419.56-41	PARS ARS FEES APRIL2018	441.85
	40276	217-3010-413.56-41	PARS REP FEES APRIL2018	2,251.01
				\$2,692.86
PAUL WEINRICH	6/11/18	111-7022-421.16-20	PD UNIFORM ALLOWANCE	550.00
				\$550.00
PITNEY BOWES	1007474181	111-9010-419.44-10	TAPE STRIPS POSTAGE MACHINE	195.44
	3102192795	111-9010-419.44-10	LEASE POSTAGE MACHINE	834.57
				\$1,030.01
PRESS TELEGRAM CLASSIFIED	0000378528	111-5010-419.54-00	NOTICE OF PUBLIC HEARING	665.07
				\$665.07
PRUDENTIAL OVERALL SUPPLY	52139209	111-6020-451.56-41	MAT CLEANING SRVC 6/12/18	129.02
	52140083	111-7010-421.61-20	PD MAT CLEANING SRVC	20.07
				\$149.09
PURCHASE POWER	06/11/2018	111-7040-421.56-41	POSTAGE FEES	553.57
	06/14/2018	111-9010-419.53-20	POSTAGE FUNDS	2,119.61
				\$2,673.18
PYRO ENGINEERING INC.	16466	111-6010-466.55-40	DOWNPAYMENT 4TH OF JULY	12,500.00
				\$12,500.00
QUALITY CODE PUBLISHING LLC	2018-222	111-1010-411.56-41	WEBSITE MAINTENANCE 18/19	1,187.10
				\$1,187.10
QUALITY LOGO PRODUCTS, INC	398765	111-6020-451.56-41	P&R HEALTH EXPO SUPPLIES	256.91
	8671713KC	111-6020-451.56-41	P&R HEALTH EXPO SUPPLIES	721.16
				\$978.07
RAMON BRAMASCO JR	06/19/2018	111-6030-451.33-90	YOURTH SPORTS REFEREE	270.00
				\$270.00

CITY OF HUNTINGTON PARK
DEMAND REGISTER

7-3-2018

Payee Name	Invoice Number	Account Number	Description	Transaction Amount
RAUL VELASQUEZ	HP020006541	111-0000-351.10-10	CITATION REFUND	80.00
				\$80.00
READYREFRESH	08F0034574871	111-7022-421.61-29	PD DRINKING WATER 5/13-6/12	231.04
				\$231.04
RICOH AMERICAS CORP	5053688383	111-6010-451.56-41	COPIER LEASE 6/19-7/18/18	148.67
				\$148.67
RIO HONDO COLLEGE	S18-227-ZHPK	111-7030-421.56-41	PD ENNROLLMENT/COURSE	159.00
				\$159.00
ROBERTO HERNANDEZ	6/11/18	111-7022-421.16-20	PD UNIFORM ALLOWANCE	550.00
				\$550.00
SAMUEL BROWN	HP030007807	111-0000-351.10-10	CITATION REFUND	144.00
				\$144.00
SANDY SPIN SLADE INC.	22267	111-6020-451.56-41	CULTURAL ARTS SUPPLIES	1,516.30
				\$1,516.30
SANTA FE BUILDING MAINTENANCE	16888 16958 16888 16958 16888 16958 16888 16958	111-8020-431.56-41 111-8020-431.56-41 111-8022-419.56-41 111-8022-419.56-41 111-8023-451.56-41 111-8023-451.56-41 111-8024-421.56-41 111-8024-421.56-41	JANITORIAL SRVCS APRIL18 JANITORIAL SRVCS MAY18 JANITORIAL SRVCS APRIL18 JANITORIAL SRVCS MAY18 JANITORIAL SRVCS APRIL18 JANITORIAL SRVCS MAY18 JANITORIAL SRVCS APRIL18 JANITORIAL SRVCS MAY18	888.66 979.62 3,022.77 3,511.68 6,804.20 7,645.56 3,768.65 4,621.39
				\$31,242.53
SARAHANG CONSTRUCTION INC	454	246-5098-463.73-10	LEAD SRVCS-6430 ALBANY ST	7,354.90
				\$7,354.90
SC FUELS	3586242	741-8060-431.62-30	PURCHASE OF GASOLINE	23,684.86
				\$23,684.86
SIRCHIE FINGERPRINT LABORATORIES	0351586-IN	111-7040-421.61-33	DNA & FINGERPRINT SUPPLIES	697.79
				\$697.79
SMART & FINAL	23014471 48403 48404	111-6010-451.61-20 111-7010-421.61-20 111-7010-421.61-20	P&R SNACKS STAFF MEETING PD MEETING/EVENT SUPPLIES PD MEETING/EVENT SUPPLIES	128.87 37.50 10.93
				\$177.30
SOURCE ONE OFFICE PRODUCTS, INC.	WO-35963-1	111-3010-415.61-20	FINANCE OFFICE SUPPLIES	83.37
				\$83.37
SOUTH BAY FORD	HP180001	229-7010-421.74-10	2 FORD PD INTERCEPTORS	65,268.56
				\$65,268.56
SOUTHERN CALIFORNIA EDISON	5/17/18-6/18/18 4/19/18-5/18/18 4/30/18-5/30/18 4/19/18-5/18/18 4/6/18-5/7/18	111-8020-431.62-10 111-8023-451.62-10 111-8023-451.62-10 111-8024-421.62-10 221-8014-429.62-10	6900 SERVICE ACCOUNTS VARIOUS LOCATIONS VARIOUS LOCATIONS VARIOUS LOCATIONS VARIOUS LOCATIONS	1,443.95 628.49 7,894.20 1,194.79 3,133.01

CITY OF HUNTINGTON PARK
DEMAND REGISTER

7-3-2018

Payee Name	Invoice Number	Account Number	Description	Transaction Amount
SOUTHERN CALIFORNIA EDISON	4/30/18-5/30/18	681-8030-461.62-20	VARIOUS LOCATIONS	22,463.66
	5/7/18-6/6/18	221-8014-429.62-10	SRVC 55TH ST & PACIFIC	46.88
	4/19/18-5/18/18	681-8030-461.62-20	VARIOUS LOCATIONS	23,094.43
				\$59,899.41
ST FRANCIS, LLC.	1661044	221-8014-429.56-41	TRAFFIC SIGNAL SRVC MAY18	4,608.00
				\$4,608.00
STANDARD INSURANCE COMPANY	05/21/2018	802-0000-217.50-70	LIFE INSURANCE PREMIUM JUNE18	1,672.86
	06/22/2018	802-0000-217.50-70	PREMIUM JUNE 2018	7,172.15
				\$8,845.01
STAPLES ADVANTAGE	8050148354	111-0110-411.61-20	CITY COUNCIL SUPPLIES	418.65
	8050148354	111-0210-413.61-20	ADMIN OFFICE SUPPLIES	375.49
	8050148354	111-0230-413.61-20	HR OFFICE SUPPLIES	248.07
	8050148354	111-1010-411.61-20	CITY CLERK SUPPLIES	187.66
	8050148354	111-3010-415.61-20	FINANCE SUPPLIES	503.84
	8050148354	111-5010-419.61-20	CODE ENFORCEMENT SUPPLIES	66.26
	8050148354	111-6010-451.61-20	PARKS & REC SUPPLIES	451.81
	8050148354	111-7022-421.61-28	PD ADMIN SUPPLIES	184.61
	8050148354	111-7030-421.61-20	PD INVEST SUPPLIES	438.82
	8050148354	111-7040-421.61-31	PD RECORDS SUPPLIES	110.28
	8050148354	111-7040-421.61-32	PD COM CENTER SUPPLIES	104.53
	8050148354	246-5098-463.59-15	CD LEAD PROGRAM SUPPLIES	103.98
	8050148354	741-8060-431.61-20	PW ADMIN SUPPLIES	53.58
				\$3,247.58
STAR2STAR COMMUNICATIONS LLC	SUBC00000911	111-9010-419.53-10	VOIP SRVCS 6/3/18-7/2/18	10,996.40
				\$10,996.40
STEVEN E. LARA	0201	111-7010-421.56-41	EMERGENCY SRVCS-2080 BELGRA	6,000.00
	0202	111-7010-421.56-41	EMERGENCY SRVCS-2080 BELGRA	17,500.00
				\$23,500.00
SUPERIOR COURT OF CALIFORNIA	MAY-18	111-3010-415.56-10	PARKING CITATIONS MAY 18	24,294.00
				\$24,294.00
T2 SYSTEMS CANADA INC.	0000016491	111-8010-431.74-10	DIGITAL SRVC MAY 2017	4,500.00
	0000017721	111-8010-431.74-10	PKNG PAY STATION SUPPLY	295.68
	0000017734	111-8010-431.74-10	PKNG PAY STATION SUPPLY	714.10
	0000018426	111-8010-431.74-10	PARKING PAY STATION USB	64.48
	0000019564	111-8010-431.74-10	DIGITAL SRVC JUNE-JULY17	4,500.00
	0000021603	231-8010-415.56-41	DIGITAL SRVCS AUGUST2017	2,250.00
	0000023004	231-8010-415.56-41	DIGITAL SRVCS SEPT2017	2,250.00
	0000024272	231-8010-415.56-41	DIGITAL SRVCS OCT2017	2,250.00
	0000025487	231-8010-415.56-41	DIGITAL SRVCS NOV2017	2,250.00
	0000027293	231-8010-415.56-41	DIGITAL SRVCS DEC2017	2,250.00
	0000028635	231-8010-415.56-41	DIGITAL SRVCS JAN2018	2,250.00
	0000030349	231-8010-415.56-41	DIGITAL SRVCS FEB2018	2,250.00

CITY OF HUNTINGTON PARK
DEMAND REGISTER

7-3-2018

Payee Name	Invoice Number	Account Number	Description	Transaction Amount
T2 SYSTEMS CANADA INC.	0000031630	231-8010-415.56-41	DIGITAL SRVCS MARCH2018	2,250.00
	0000033132	231-8010-415.56-41	DIGITAL SRVCS APRIL2018	2,250.00
	0000034814	231-8010-415.56-41	DIGITAL SRVCS MAY2018	2,250.00
	0000036327	231-8010-415.56-41	DIGITAL SRVCS JUNE2018	2,250.00
	0000001821	231-8010-415.61-20	CONNECT FEE JAN-JUN 2017	387.10
	0000001884	231-8010-415.61-20	CONNECT FEE 3RD QUARTER17	609.06
	0000002019	231-8010-415.61-20	CONNECT FEE 4TH QUARTER17	752.80
	0000023273	231-8010-415.61-20	PAPER FOR PAY STATIONS	1,306.24
	0000036969	231-8010-415.61-20	EXTENDED WARRANTY	22,050.00
				\$59,929.46
THE FORMS DESK, INC.	26296	111-3010-415.61-20	FIN BLUE/REGULAR ENVELOPES	529.05
	26297	111-3010-415.61-20	P/R CHECKS GREEN	367.15
				\$896.20
THE GAS COMPANY	5/8/18-6/7/8	111-8020-431.62-10	SERVICE VARIOUS LOCATIONS	136.87
	5/8/18-6/7/8	111-8023-451.62-10	SERVICE VARIOUS LOCATIONS	216.16
	4/27/18-6/5/18	111-8024-421.62-10	SRVC ANNEX BLDNG & 6538 MILES	273.05
	5/8/18-6/7/8	111-8024-421.62-10	SERVICE VARIOUS LOCATIONS	705.24
				\$1,331.32
THE KILKENNY GROUP	3	111-0220-411.32-70	PRODUCTION SRVC MEASURE S	29,349.68
	3	111-0220-411.32-70	PROFESSIONAL SRVCS-FINAL	5,000.00
				\$34,349.68
TIERRA WEST ADVISORS, INC	HP-0318	111-5010-419.56-49	SRVCS HP GEN PLAN UPDATE	1,226.69
				\$1,226.69
TRAINING INNOVATIONS, INC.	18-071	111-7022-421.56-41	SUBSCRIPTION 7/18-6/19	750.00
				\$750.00
TRIANGLE SPORTS	36374	111-6030-451.61-35	BASEBALL UNIFORMS	3,413.12
				\$3,413.12
U.S. BANK	PPE 06/17/2018	802-0000-217.30-20	PARS EMPLOYEE CONTRIBUTION	1,860.32
	PPE 06/17/2018	802-0000-217.30-20	PT EMPLOYEES PARS DEDUCTION	2,139.72
	PPE 06/17/2018	802-0000-218.10-05	PARS EMPLOYER CONTRIBUTION	12,202.71
	PPE 06/17/2018	802-0000-218.10-05	PARS ENHANCEMENT	3,275.00
				\$19,477.75
U.S. HEALTH WORKS	3338193-CA	111-0230-413.56-41	PRE-EMPLOYMENT PHYSICAL	382.00
	3342069-CA	111-0230-413.56-41	PRE-EMPLOYMENT PHYSICAL	587.00
				\$969.00
ULINE	98042572	111-7040-421.61-33	PD EVIDENCE SUPPLIES	948.31
	98042973	111-7040-421.61-33	PD EVIDENCE SUPPLIES	350.86
				\$1,299.17
UNDERGROUND SERVICE ALERT OF SO CAL	520180125	221-8014-429.56-41	SERVICE ALERTS MAY 2018	374.65
				\$374.65
V & V MANUFACTURING, INC.	46706	111-7022-421.61-28	EXPLORER BADGE REPAIRS	354.29
				\$354.29

CITY OF HUNTINGTON PARK
DEMAND REGISTER

7-3-2018

Payee Name	Invoice Number	Account Number	Description	Transaction Amount
VALLEY ALARM	820704	111-8022-419.56-41	ALARM SRVC APRIL 2018	665.33
	824909	111-8022-419.56-41	ALARM SRVC MAY 2018	665.33
	820704	111-8023-451.56-41	ALARM SRVC APRIL 2018	665.33
	824909	111-8023-451.56-41	ALARM SRVC MAY 2018	665.33
				\$2,661.32
VARIDESK, LLC	IVC-2-786103	229-7010-421.74-10	PD STAND UP DESK	821.26
				\$821.26
VERIZON WIRELESS	9808233506	111-4010-431.61-20	PUBLIC WORKS SRVC 5/2/18-6/1/18	408.97
	9808233506	111-6010-419.53-10	PUBLIC WORKS SRVC 5/2/18-6/1/18	38.01
	9808233506	111-8010-431.53-10	PUBLIC WORKS SRVC 5/2/18-6/1/18	775.18
	9808233506	681-8030-461.74-10	PUBLIC WORKS SRVC 5/2/18-6/1/18	1,574.87
				\$2,797.03
WALTERS WHOLESALE ELECTRIC COMPANY	S110364117.001	535-8016-431.61-45	INSULATION TESTER	579.69
				\$579.69
WASTESAVERS, INC	201805-01	111-9010-419.56-41	UPW AUDIT SRVCS APRIL2018	14,685.00
				\$14,685.00
WATER REPLENISHMENT DISTRICT OF	ALPHA 2378	681-8030-461.41-00	WATER PRODUCTION APR12018	68,529.00
				\$68,529.00
WELLS FARGO BANK-FIT	PPE 06/17/2018	802-0000-217.20-10	FEDERAL TAX DEPOSIT	45,921.77
				\$45,921.77
WELLS FARGO BANK-MEDICARE	PPE 06/17/2018	802-0000-217.10-10	MEDICARE TAX DEPOSIT	12,178.07
				\$12,178.07
WELLS FARGO BANK-SIT	PPE 06/17/2018	802-0000-217.20-20	STATE TAX DEPOSIT	15,430.96
				\$15,430.96
WEST GOVERNMENT SERVICES	838323560	111-7030-421.56-41	INVESTIGATION SRVC 5/2018	624.00
	838407444	111-7030-421.56-41	INVESTIGATION SRVC 5/2018	58.04
				\$682.04
WESTERN COLLOID S.C. INC.	12400	111-8010-431.61-21	SLURRY ASPHALT REPAIRS	1,008.82
				\$1,008.82
YASMIN CRUZ	68471/68773	111-6060-466.33-20	CONTRACT INSTRUCTOR	364.80
	68515/68826	111-6060-466.33-20	CONTRACT INSTRUCTOR	334.40
	68615/68703	111-6060-466.33-20	CONTRACT INSTRUCTOR	152.00
	68709/68897	111-6060-466.33-20	CONTRACT INSTRUCTOR	456.00
				\$1,307.20
YAZMIN CHAVEZ	00000012	111-0230-413.61-20	HR REIMBURSEMENT	65.06
				\$65.06
				\$1,328,293.03



CITY OF HUNTINGTON PARK

Office of the City Clerk
City Council Agenda Report

July 3, 2018

Honorable Mayor and Members of the City Council
City of Huntington Park
6550 Miles Avenue
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

DESIGNATION OF VOTING DELEGATE AND ALTERNATES FOR THE LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE, SEPTEMBER 12-14, 2018, LONG BEACH, CALIFORNIA

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Appoint a voting delegate and two (2) alternates to represent the City at the 2018 League of California Cities Annual Conference business meeting.

BACKGROUND

The League's 2018 Annual Conference is scheduled for September 12-14, 2018, in Long Beach, California. The annual business meeting will be held on Friday, September 14 at the Long Beach Convention Center. The current Council representative to the League of California Cities is Council Member Graciela Ortiz with the alternate being Council Member Marilyn Sanabria.

In order to cast a vote on matters pertaining to municipal or League policy, the League has requested that the City Council take formal action to designate a voting delegate and up to two alternates at this time in order to submit those names to the league by its deadline of July 31, 2018.

FISCAL IMPACT/FINANCING

No fiscal impact

DESIGNATION OF VOTING DELEGATE AND ALTERNATES FOR THE LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE, SEPTEMBER 12-14, 2018, LONG BEACH, CALIFORNIA

July 3, 2018

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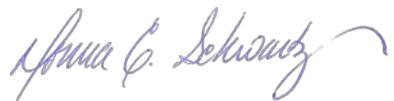
CONCLUSION

Upon Council approval, City Clerk will complete the 2017 Annual Conference Voting Delegate/Alternate Form and fax to the League of California Cities affirming that the designation reflects the action taken by the council.

Respectfully submitted,



RICARDO REYES
Acting City Manager



DONNA G. SCHWARTZ, CMC
City Clerk

ATTACHMENT(S)

- A. League of California Cities Letter dated May 17, 2018
- B. Annual Conference Voting Procedures
- C. 2018 Annual Conference Voting Delegate/Alternate Form

ATTACHMENT “A”



1400 K Street, Suite 400 • Sacramento,
California 95814
Phone: 916.658.8200 Fax: 916.658.8240
www.cacities.org

Council Action Advised by July 31, 2018

May 17, 2018

TO: Mayors, City Managers and City Clerks

RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES
League of California Cities Annual Conference – September 12 - 14, Long Beach

The League's 2018 Annual Conference is scheduled for September 12 – 14 in Long Beach. An important part of the Annual Conference is the Annual Business Meeting (during General Assembly), scheduled for 12:30 p.m. on Friday, September 14, at the Long Beach Convention Center. At this meeting, the League membership considers and takes action on resolutions that establish League policy.

In order to vote at the Annual Business Meeting, your city council must designate a voting delegate. Your city may also appoint up to two alternate voting delegates, one of whom may vote in the event that the designated voting delegate is unable to serve in that capacity.

Please complete the attached Voting Delegate form and return it to the League's office no later than Friday, August 31, 2018. This will allow us time to establish voting delegate/alternate records prior to the conference.

Please note the following procedures are intended to ensure the integrity of the voting process at the Annual Business Meeting.

- **Action by Council Required.** Consistent with League bylaws, a city's voting delegate and up to two alternates must be designated by the city council. When completing the attached Voting Delegate form, please attach either a copy of the council resolution that reflects the council action taken, or have your city clerk or mayor sign the form affirming that the names provided are those selected by the city council. Please note that designating the voting delegate and alternates must be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.
- **Conference Registration Required.** The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. To register for the conference, please go to our website: www.cacities.org. In order to cast a vote, at least one voter must be present at the

Business Meeting and in possession of the voting delegate card. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the Voting Delegate Desk. This will enable them to receive the special sticker on their name badges that will admit them into the voting area during the Business Meeting.

- **Transferring Voting Card to Non-Designated Individuals Not Allowed.** The voting delegate card may be transferred freely between the voting delegate and alternates, but *only* between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the Business Meeting, they may *not* transfer the voting card to another city official.
- **Seating Protocol during General Assembly.** At the Business Meeting, individuals with the voting card will sit in a separate area. Admission to this area will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate. If the voting delegate and alternates wish to sit together, they must sign in at the Voting Delegate Desk and obtain the special sticker on their badges.

The Voting Delegate Desk, located in the conference registration area of the Sacramento Convention Center, will be open at the following times: Wednesday, September 12, 8:00 a.m. – 6:00 p.m.; Thursday, September 13, 7:00 a.m. – 4:00 p.m.; and Friday, September 14, 7:30 a.m.– 11:30 a.m.. The Voting Delegate Desk will also be open at the Business Meeting on Friday, but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for completing the voting delegate and alternate form and returning it to the League's office by Friday, August 31. If you have questions, please call Kayla Curry at (916) 658-8254.

Attachments:

- Annual Conference Voting Procedures
- Voting Delegate/Alternate Form

ATTACHMENT “B”

Annual Conference Voting Procedures

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to League policy.
2. **Designating a City Voting Representative.** Prior to the Annual Conference, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the Voting Delegate Form provided to the League Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the Voting Delegate Desk in the conference registration area. Voting delegates and alternates must sign in at the Voting Delegate Desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the Business Meeting.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the Credentials Committee at the Voting Delegate Desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in his or her possession the city's voting card and be registered with the Credentials Committee. The voting card may be transferred freely between the voting delegate and alternates, but may not be transferred to another city official who is neither a voting delegate or alternate.
6. **Voting Area at Business Meeting.** At the Business Meeting, individuals with a voting card will sit in a designated area. Admission will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate.
7. **Resolving Disputes.** In case of dispute, the Credentials Committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the Business Meeting.

ATTACHMENT "C"



CITY: _____

**2018 ANNUAL CONFERENCE
VOTING DELEGATE/ALTERNATE FORM**

Please complete this form and return it to the League office by Friday, August 31, 2018. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.

In order to vote at the Annual Business Meeting (General Assembly), voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

Please note: Voting delegates and alternates will be seated in a separate area at the Annual Business Meeting. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the Voting Delegate Desk.

1. VOTING DELEGATE

Name: _____

Title: _____

2. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

3. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

PLEASE ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES.

OR

ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).

Name: _____ E-mail: _____

Mayor or City Clerk _____ (circle one) (signature) Phone: _____
Date: _____

Please complete and return by Friday, August 31, 2018

League of California Cities
ATTN: Kayla Curry
1400 K Street, 4th Floor
Sacramento, CA 95814

FAX: (916) 658-8240
E-mail: kcurry@cacities.org
(916) 658-8254



CITY OF HUNTINGTON PARK

Community Development Department
City Council Agenda Report

July 3, 2018

Honorable Mayor and Members of the City Council
City of Huntington Park
6550 Miles Avenue
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

CONSIDERATION AND APPROVAL OF AN AWARD OF CONTRACT TO VISION'S WEST, INC. IN CONNECTION WITH THE CITY'S LEAD BASED PAINT PROGRAM FOR PROPERTY LOCATED AT 6604 TEMPLETON STREET, HUNTINGTON PARK, CALIFORNIA

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Approve a contract with Vision's West, Inc. for an amount of \$11,553 to remediate lead-based paint hazards at unit located at 6604 Templeton Street; and
2. Authorize Acting City Manager to sign the contracts and approve change orders in an amount not to exceed 10% of the total contract amount.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On August 27, 2015, The U.S. Department of Housing and Urban Development (HUD) Office of Healthy Homes and Lead Hazard Control awarded the City \$1,676,997 in grant funds to implement its Lead Based Paint Hazard Control Program over a three-year period. Through the program the City will be able to identify and remediate lead-based paint hazards in a total of 90 single and multi-family units occupied by low and very-low income families with children (under 6 years of age), and educate the community about lead poisoning prevention and healthy homes. The program provides eligible property owners grants averaging \$15,900 per unit in single-family properties (owner or renter occupied), \$9,000 per unit in multifamily rental properties, and \$4,500 for vacant properties.

CONSIDERATION AND APPROVAL OF AN AWARD OF CONTRACT TO VISION'S WEST, INC. IN CONNECTION WITH THE CITY'S LEAD BASED PAINT PROGRAM FOR PROPERTY LOCATED AT 6604 TEMPLETON STREET, HUNTINGTON PARK, CALIFORNIA

July 3, 2018

Page 2 of 3

The owner residing at the single family property located at 6604 Templeton Street is qualified to participate the program. The City received bids from two (2) qualified contractors for the scope of work. The following table summarize the bids received:

Contractor	Bid Amount
Alfredo De La Torre Construction	\$17,450
Vision's West, Inc.	\$11,553

Based on the bid analysis performed, Vision's West, Inc. is considered to be the lowest qualified bidder for this project. Therefore, staff recommends that City Council approve the attached contracts and authorize the City Manager to approve change orders not to exceed 10% of the total contract amount.

Scope of Work under the Lead Based Paint Program

The general scope of work eligible under the program is comprised of the following:

1. Removal of all paint friction portions of lead-laden interior and exterior components (i.e. doors, windows and floors) that tests positive for lead based paint
2. Removal of all loose and peeling paint from interior and exterior components (i.e. door, door frames, window frames, eaves, rafters, fascia, columns, ceilings, walls, etc.) that tests positive for lead based paint
3. Removal of lead positive dust from all floors window sills and window wells positive for lead based paint
4. Window replacement that tests positive for lead based paint
5. Paint/color match interior and exterior treated areas
6. Healthy homes interventions focusing on allergen reduction, moisture control, pest management, and injury prevention

FISCAL IMPACT/FINANCING

The funding of \$11,553 for this program is included in the FY 2017-18 Budget in account number 246-5098-463.73-10 (Lead Based Paint Grant Program).

**CONSIDERATION AND APPROVAL OF AN AWARD OF CONTRACT TO VISION'S
WEST, INC. IN CONNECTION WITH THE CITY'S LEAD BASED PAINT PROGRAM
FOR PROPERTY LOCATED AT 6604 TEMPLETON STREET, HUNTINGTON PARK,
CALIFORNIA**

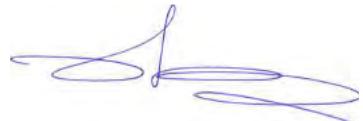
July 3, 2018

Page 3 of 3

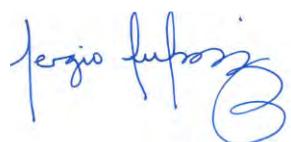
CONCLUSION

Upon Council approval, staff will proceed with the recommended actions.

Respectfully submitted,



RICARDO REYES
Acting City Manager



SERGIO INFANZON
Director of Community Development

ATTACHMENT(S)

- A. Bid Evaluation
- B. Contract for the Lead Based Paint Hazard Control Program

ATTACHMENT "A"

CITY OF HUNTINGTON PARK Lead Based Paint Grant Program

Bid Evaluation

6604 Templeton St

ITEM	Visions	Alternative	De La Torre	Alternative
LBPH				
1 Living Room Entry- Door Frame (Interior & Exterior)	295	595	950	
2 Living Room - Ceiling	1,195		1,200	
3 Kitchen - Closet Door Frame	295		450	
4 Kitchen - Closet Shelf Supports	295		250	
5 Kitchen- Walls, Baseboards & Ceiling	1,185		2,200	
6 Kitchen- Ironing Board Frame	190		250	
7 Kitchen- Ceramic Tiled Surfaces (Backsplash)	NA		NA	
8 Hall- Doors & Door Frames to Bedroom & Bathroom	590		1,400	
9 Hall- Cabinet Components	490		1,200	
10 Hall- Baseboards	190		250	
11 Bedroom- Door Frame to Hall	295		350	
12 Bedroom- Closet Door, Closet Door Frame & Closet Shelves	190		950	
13 Bedroom- Ceiling	1,053		1,200	
14 Service Porch - Door Frame to Kitchen	295		350	
15 Service Porch- Walls & Baseboards	590		950	
16 Exterior Concrete Treads, Risers, and Floor at front	590		3,500	
17 Exterior- Vents & Access Panel on South Side	695		150	
18 Waste Disposal	350		650	
Subtotal	\$ 8,783	\$ 595	\$ 16,250	
 Healthy Homes	 Visions	 De La Torre		
1 Ground Fault Circuit Interceptors (3)	420		225	
2 Smoke & Carbon Monoxide Detectors (4)	360		250	
3 Replace Outlet Covers (3)	250		25	
4 Kitchen Hood Range	750		350	
5 Install New Foundation Vent/Crawl Covers (11)	990		350	
Subtotal	\$ 2,770	\$ 1,200		
TOTAL	\$ 11,553	\$ 17,450		

ATTACHMENT “B”

LEAD HAZARD CONTROL PROGRAM

This Agreement, is made and entered into this 3rd day of July, 2018, by and between the City of Huntington Park (hereinafter "City") Helen M. Gonzalez and Ramona M. Trejo (hereinafter "Owners") and Vision's West, Inc. (hereinafter "Contractor"), bearing California Contractor's License No 812067.

RECITALS

A. The City of Huntington Park has established the Lead Hazard Control Program (the "Program") pursuant to which the City makes grants for lead abatement purposes to a qualified person or persons in accordance with the income and household size requirements of the Program.

B. The tenants residing at the property are deemed Qualified Persons who have received a grant under the Program for use in connection with the Program guidelines for lead contaminated single and multi-family occupied by Owner or renter located on certain real property known as 6604 Templeton Street Huntington Park, California 90255 ("Property").

C. City has selected Contractor to perform the work proposed for the Property and Contractor has represented that he is properly licensed and fully qualified to perform the work upon the terms and conditions set forth in this Agreement;

NOW, THEREFORE, the parties, in consideration of the mutual covenants below and for valuable consideration, the adequacy is acknowledged, agree as follows:

1. Description of Project and Description of the Significant Materials to Be Used and Equipment to Be Installed. Contractor shall furnish all labor, services and materials necessary to construct and complete in a good, workmanlike and prompt manner, the work described on plans and/or specifications attached hereto and incorporated herein by this reference as Exhibit A at the Property ("Work"). Contractor agrees to perform such work in accordance with this Agreement, all applicable laws, including Federal Standard Labor Provisions and Prevailing Wage Laws as applicable, and the City of Huntington Park's Rehabilitation Standards and Specifications.

2. Execution of Agreement. Owner has executed this contract on July 3, 2018. The Owner may cancel this contract at any time prior to midnight on the third day after the date of this transaction by providing to Contractor a notice of Cancellation to be mailed to Contractor at the address set forth in section 28 of this contract.

3. Work Write-Up, Specifications and Drawings. The Contractor has carefully compared and studied the work write-up, rehabilitation specifications, and drawings. Any part of the work or any item not specifically set forth in the work write-up or drawings but which is necessary for the proper completion of the work and which is not specifically excluded from the Contract shall be supplied and set in place at the

expense of the Contractor as though it had been shown on the drawings or mentioned in the work write-up.

4. Contract Price. For the Work described in this Agreement included as Exhibit A, Contractor shall receive an amount not to exceed **Eleven Thousand Five Hundred Fifty-Three Dollars (\$11,553).**

5. Progress Payments. Progress payments for the Work are to be made by the City to Contractor, upon City's approval of completion of the Work. Contractor shall submit an invoice for progress payments for Work completed in such detail as required by the City. Within twenty days after receipt of a properly submitted invoice, a progress payment shall be made to Contractor. In connection with each progress payment, five percent (5%) of all sums otherwise due to Contractor for work performed shall be retained. By submitting an invoice to the City, Contractor makes the following representations to the City: that to the best of Contractor's knowledge, information and belief, the design and construction have progressed to the point indicated; that the quality of the portion of the Work covered by the invoice is in accordance with the Work Write-Up; and that Contractor is entitled to payment in the amount requested.

Payments shall be made directly to the Contractor by the City. The City retains the right to approve all payments described in this Contract, as amended, and shall have the right to withhold its approval of any payment of funds requested by the Contractor, if in its determination such payment would be in violation of the terms of this Agreement.

Contractor shall pay each subcontractor from payments received from the City, and Contractor's payments to subcontractors shall be made promptly after receipt of payment from the City. The City nor Owner shall have an obligation or requirement to pay a subcontractor of Contractor.

Contractor warrants that: (1) title to the portions of the Work, materials and equipment covered by a payment invoice shall pass to the City, either by incorporation in construction or upon receipt of payment by Contractor, whichever occurs first; (2) the portions of the Work, materials and equipment covered by a previous payment application are free and clear of liens, claims, security interests or encumbrances (collectively referred to as "liens" hereinafter); and (3) no portion of the Work, materials or equipment covered by a payment application will have been acquired by Contractor, or any other person performing construction at the project site or furnishing materials or equipment for the Work.

Final payment constituting the entire unpaid balance due and any amount retained, shall be paid to Contractor upon receipt of Contractor's final invoice for payment when the Work has been completed, this Contract has been fully performed and all applicable lien periods have expired, except for those responsibilities of Contractor that survive final payment and provided that no liens have been filed, and all lien released have been submitted and a notice of completion has been recorded.

Contractor agrees that the work shall be completed free from any and all liens and claims of artisans, materials, suppliers, subcontractors, laborers and any other party.

The schedule of progress payments must specifically describe each phase of work, including the type and amount of work or services scheduled to be supplied in each phase, along with the amount of each proposed progress payment. IT IS AGAINST THE LAW FOR A CONTRACTOR TO COLLECT PAYMENT FOR WORK NOT YET COMPLETED OR FOR MATERIALS NOT YET DELIVERED. HOWEVER, A CONTRACTOR MAY REQUIRE A DOWN PAYMENT.

6. Warranty. Contractor hereby warrants that all labor and materials provided in conjunction with this Agreement, or under any change orders which may be made in conjunction with this Agreement, shall meet the accepted standards of the trade. Contractor specifically warrants that any such defects which are found within one year from the date of completion of this contract shall be repaired or replaced, at Contractors option, at no expense to the Owner.

7. Approximate Start Date and Approximate Completion Date. The Work shall commence within **five (5)** calendar days of receipt of written notice from City to Contractor to proceed ("Notice to Proceed") and the Work shall be substantially completed within **21** calendar days thereafter. This schedule is subject to any unforeseen delays which are not in anyway, the fault of the Contractor, and which are caused by acts of god. The above stated substantial completion schedule shall be substantially adhered to during the term of this Contract unless Owner and Contractor agree in writing that a schedule modification is appropriate.

The term "substantial completion" as used herein, shall be defined as completion of the work suitable to meet the requirements of the issuance of a Certificate of Occupancy or Temporary Certificate of Occupancy by the City of Huntington Park and/or approval of the Owner if no Certificate of Occupancy is required of the improvement contemplated by this Agreement.

8. Inspection. The City of Huntington Park and their designees ("City") shall have the right to inspect all work performed under this Contract. The Contractor and Owner will take all steps necessary to assure that the City are permitted to examine and inspect the Property, and all contracts, materials, equipment, payrolls, and conditions of employment pertaining to the work, including all relevant data and records. By such inspection, the City assumes no responsibility to the Owner for defective material or work under this Agreement or to either party for any breach of this Contract by the other. However, the City may determine whether or not work by Contractor on the project is in compliance with the plans and specifications. The City may determine the adequacy of Contractor's methods, plans and appurtenances and make such directions relative to sufficiency of forces as may be reasonably necessary to insure proper and continuous execution of work. The City may stop the work of Contractor if necessary to prevent improper execution and may determine the amount, quality, and fitness of the several kinds of work and materials. The City may reject all work and materials that do not conform to the requirements of this

Agreement. All instructions, rulings, and decisions of the City of Huntington Park shall be binding on Owner and Contractor when delivered or mailed to Owner or Contractor in writing.

9. Lead Based Paint Clearance. Upon Completion of work performed by the contractor the City is to retain an Environmental Consultant to conduct a Lead Based Paint Clearance Inspection. Funds are to be released to the Contractor upon issue of Hazard Reduction Notice. In the event the work performed by the Contractor fails to pass clearance, Contractor agrees to re-clean spaces that failed until clearance is achieved. City is to deduct funds from Contractor's Contract Price equal to costs for each occasion that sampled areas fail clearance.

10. List of Documents to be Incorporated into the Contract. The following documents shall be deemed, for all purposes, the contract documents applicable to the work to be performed by Contractor pursuant hereto:

- a. This Agreement;
- b. The plans and specifications, which are attached hereto as Exhibit A.
- c. Notice inviting proposals, if any; and
- d. The proposal by Contractor.

11. Assignment. Contractor shall not assign the performance of this Contract, or any party thereof, nor any monies due hereunder, without the prior written consent of the Owner and the City of Huntington Park.

12. Insurance Requirements. Contractor shall take out and maintain in full force during the term of this contract, the following insurance coverage.

a. Workers' Compensation Insurance in minimum amounts required by law for all employees.

b. General Comprehensive Liability Insurance coverage in minimum amounts of \$1,000,000.00, covering injury to person and/or property, including, but not limited to injury to the person of Owner or damage to his property. Contractor shall supply City with certificates of insurance, evidencing the existence of such insurance and each certificate shall contain a provision that the said policies represented by such certificates cannot be canceled; except upon 30 days prior written notice to City of such cancellation. In the event that such insurance is canceled; City may direct Contractor to cease all activities pursuant to this Agreement, or, in the alternative, at Owner's discretion, obtain such insurance coverage in the name of Contractor, and deduct the costs of such premiums from such sums as may be due to Contractor. The Owner and City shall be named as additional insureds on the general comprehensive liability insurance coverage.

Contractor carries commercial general liability insurance written by ARCH Specialty Insurance Company (708) 598-6686

13. Indemnification. The Contractor and Owner agrees to defend, indemnify, protect and hold harmless the City of Huntington Park and the City of Huntington Park Community Development Commission, their officers, officials, employees and volunteers from and against any and all claims, demands, losses, defense costs or expenses, or liability of any kind, including claims for injury to or death of persons, or damage to property arising out of Contractor's negligent or wrongful acts or omissions in performing or failing to perform under the terms of this Agreement.

14. Performance and Labor and Material Bonds. [Check Provision if Applicable]

____ Prior to commencement of the work, Contractor shall provide the City with a Performance Bond in the amount of the Contract and a Labor and Materials Bond in the amount of the Contract from a surety acceptable to the City.

15. Cooperation of Owner. While this Agreement is in force, Owner and or Renter shall permit Contractor to use existing utilities such as light, heat, power and water to carry out and complete the work, and shall cooperate with Contractor to facilitate the performance of the work, including the removal and replacement of rugs, draperies, coverings, furniture, etc., as necessary.

16. Protection. The Contractor shall at all times provide protection to persons and property against weather, rain, wind, storms and heat and all activities associated with the work performed in conjunction with this Agreement so as to maintain the entire premises and all work, materials, apparatus and fixtures free from injury or damage. At the end of a day's work, all new work, and the premises, likely to be damaged shall be protected and/or secured. Any work or any portion of the premises damaged by failure to provide protection as required above shall be replaced or repaired at Contractor's expense.

17. Project Insurance. The Contractor will procure, at his expense, "builder's all risk" course of construction insurance covering one hundred percent (100%) replacement cost of the completed work to be performed under this Contract and such other insurance to protect against fire, vandalism and malicious mischief pertaining to construction of the project.

18. Change Orders. No change in work, as described in the work write-up, specifications and drawings, shall be made except upon the mutual written consent of Owner, Contractor and the City of Huntington Park. Contractor shall not be entitled to any compensation for any extra work unless such written agreement is made and entered into. Such agreement shall describe the nature of the extra work, the estimated time for completion thereof, and the terms of compensation to be paid to Contractor for the performance of the same.

19. Note about Extra Work and Change Orders. Extra Work and Change Orders become part of the contract once the order is prepared in writing ad signed by the parties prior to the commencement of any work covered by the new change

order. The order must describe the scope of the extra work or change, the cost to be added or subtracted from the contract, and the effect the order will have on the schedule of progress payments.

20. Real Property Liens. Contractor shall pay promptly all valid bills and charges for material, labor or otherwise in connection with or arising out of the construction of the improvements on the Property and will hold Owner of the property free and harmless against all liens and claims of lien for labor and material, or either of them, filed against the property or any part thereof, and from and against all expense and liability in connection therewith, including, but not limited to; court costs and attorney's fees resulting or arising there from. Should any liens or claims of lien be filed for record against the property, or should Owner receive notice of any unpaid bill or charge in connection with the construction, Contractor shall forthwith either pay and discharge the same and cause the same to be released of record, or shall furnish Owner with proper indemnity either by of satisfactory corporate surety bond or satisfactory title policy, which indemnity shall also be subject to approval of lien holder.

21. Equal Opportunity Provision. Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. Contractor will take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

Contractor will, in all solicitations or advertisements for employees placed by or on behalf of Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion or national origin.

Contractor will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Contract so that such provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

22. Cleanup. Upon completion of the work contemplated by this Agreement, the Contractor shall cause all debris resulting from such construction to be removed from the Owner's property and shall leave the Owner's property in a neat and broom-clean condition.

23. Contractor's Affidavit. After the completion of the work contemplated by this Contract, Contractor shall file with the City his affidavit stating that all workmen and persons employed, all firms supplying materials, and all subcontractors on the work have been paid in full, and that there are no claims outstanding against the project for either labor or materials, except certain items, if any, to be set forth in an affidavit

covering disputed claims or items in connection with a Stop Notice which has been filed under the provisions of the laws of the State of California.

24. Suspension or Termination of Contract. The Owner may at any time, for any reason, with or without cause, suspend or terminate this Contract, or any portion hereof, by serving upon the Contractor at least five (5) days prior written notice. Upon receipt of said notice, the Contractor shall immediately cease all work under this Agreement, unless the notice provides otherwise. If the Owner suspends or terminates a portion of this Agreement such suspension or termination shall not make void or invalidate the remainder of this Agreement.

In the event this Agreement is terminated pursuant to this Section, the Owner shall pay to Contractor the actual value of the work performed up to the time of termination, provided that the work performed is of value to the Owner. Upon termination of the Agreement pursuant to this Section, the Contractor will submit an invoice to the City pursuant to Section 2.

25. Automatic Termination. This Agreement is contingent upon the funding of the grant necessary to fund the payment of all costs, provided for under this agreement. Failure to obtain such funding for whatever reason shall cause this Agreement to be automatically terminated.

26. Discrimination. Contractor represents that it has not, and agrees that it will not, discriminate in its employment practices on the basis of race, creed, religion, national origin, color, sex, age, or handicap.

27. Attorney's Fees. In the event of litigation between the parties arising out of or connected with this Agreement, the prevailing party in such litigation shall be entitled to recover, in addition to any other amounts, reasonable attorney's fees and costs of such litigation, if awarded by the court.

28. Authority to Execute this Agreement. The person or persons executing this Agreement on behalf of Contractor warrants and represents that he or she has the authority to execute this Agreement on behalf of the Contractor and has the authority to bind Contractor to the performance of its obligations hereunder.

29. Notices. Notices pursuant to this Agreement shall be given by personal service on the person to be noticed, or by deposit in the custody of the United States Postal Service, of an envelope containing the notices, sealed and postage pre-paid, addressed as follows:

Owner: Helen M. Gonzalez and Ramona M. Trejo
6604 Templeton Street
Huntington Park, CA 90255

Contractor: Vision's West, Inc.
Attn: Nichole Basila
26025 Newport Rd. Suite A 220
Menifee, CA 92584

30. Lead Based Paint. Contractor and Owner agree that the use of any lead based paints is strictly prohibited and shall not be used on this project.

31. Disputes. Disputes regarding the interpretation or application of any provision of this Agreement shall, to the extent reasonably feasible, be resolved through good faith negotiations between the parties, including but not limited to submission to non-binding mediation if agreed upon by both parties. If the parties agree to non-binding mediation, any disputes under this Agreement shall be submitted to mediation to the American Arbitration Association ("AAA") and shall be conducted under the rules of AAA for non-binding mediation of commercial disputes. Mediation shall take place in Los Angeles County unless both parties agree to an alternate location. If such dispute is submitted to non-binding mediation, neither party may commence litigation with respect to the matters submitted to mediation until after the completion of the initial mediation session, or forty-five (45) days after the date of filing the written request for mediation, whichever occurs first. The provisions of this Section may be enforced by any court of competent jurisdiction.

32. Contractor Eligibility. Contractor hereby warrants and states that Contractor is eligible for award of a contract receiving Federal assistance. Further Contractor agrees only eligible subcontractors, who have certified eligibility in written contracts containing Federal Labor Standard Provisions, if applicable, shall be awarded subcontracts in connection with the work described herein.

33. Conflicts of Interest. Contractor hereby warrants and states that none of the following have any interest or benefit, direct or indirect, in this Agreement:

- a. Any officer or employee of the City who exercises any function or responsibility in connection with administration of the Lead Hazard Control Program, or any member of the governing body of the City.
- b. Any member of the governing body of the locality [as defined by 24 CFR 510.4(m)].
- c. Any member of or delegate to the Congress of the United States.
- d. Any Resident Commissioner.
- e. Any person employed by HUD at a grade level of GS-9 or above.

34. Consumer Notice—Performance of Extra or Change-Order Work Notice.

A contractor is not required to perform additional work or changes without written approval in a “change Order” before any of the new work is stated.

- (i) The scope of work encompassed by the order.
- (ii) The amount to be added or subtracted from the contract.
- (iii) The effect the order will make in the progress payments or the completion date.

The Contractors failure to comply with the requirements of this section does not preclude the recover of compensation for work performed based upon legal or equitable remedies designed to prevent unjust enrichment.

35. Three Day Right to Cancel.

The law requires that the Contractor give you a notice explaining your right to cancel. Initial the box if the contractor has given you a “notice of the Three-Day Right to Cancel.”

36. Entire Agreement. This Contract and its exhibits, contain the entire understanding between the parties relating to the obligations of the parties described therein. All prior or contemporaneous agreements, understandings, representations and statements, oral or written, are merged into this Contract and shall be of no further force or effect. Each party is entering into this Contract based solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material.

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Parties have caused this Agreement to be executed as follows:

OWNER(S)

Signature

Date

Name

Signature

Date

Name

CONTRACTOR

Signature

Date

UNDER THE REQUIREMENTS OF STATE CONTRACTOR LAW THE OWNER OR TENANT HAS THE RIGHT TO REQUIRE THE CONTRACTOR TO HAVE A PERFORMANCE AND PAYMENT BOND.

YOU ARE ENTITLED TO A COMPLETELY FILLED IN COPY OF THIS AGREEMENT, SIGNED BY BOTH YOU AND THE CONTRACTOR, BEFORE ANY WORK MAY BE STARTED.

THE ABOVE AGREEMENT HAS BEEN REVIEWED AND APPROVED AS TO FORM BY THE CITY OF HUNTINGTON PARK.

Ricardo Reyes, Interim City Manager

Date

EXHIBIT A
Lead Based Paint Abatement & Healthy Homes Specifications

Lead Based Paint Abatement Specifications

Duplex Unit

6604 Templeton Street

Project Number 3011641



Page 14

<u>Work Requested -</u>	<u>Estimated Cost</u>
1) 6604 – Living Room Entry - Door Frame (Interior & Exterior Sides) & Threshold – All paint on the “friction” portions of the lead-laden door components must be removed down to bare substrate. All loose and peeling paint that can be lifted with thumbnail pressure will be removed. Any nails, screws, or other protrusions will be removed. All cavities/pits will be filled and sharp edges will be feathered. This will be followed by sealing the door components with a suitable encapsulant. Any surface treated in this manner MUST BE PRIMED AND REPAINTED. <i>Alternatively</i> - The lead-laden door components may be removed and replaced. Removal must be done in a manner that minimizes damage to adjacent surfaces. ANY REMOVAL OF DOOR COMPONENTS MUST BE COORDINATED WITH THE GENERAL CONTRACTOR (GC) SO THAT THE PROPERTY IS NOT LEFT UNSECURED.	\$ 295.00
2) 6604 – Living Room - Ceiling - All loose and peeling paint that can be lifted with thumbnail pressure will be removed. Any nails, screws, or other protrusions will be removed. All cavities/pits will be filled and sharp edges will be feathered. Any broken, rotten, or termite damaged wood shall be replaced. All affected areas will be sealed with a suitable encapsulant. All surfaces treated in this manner MUST BE PRIMED AND REPAINTED.	\$ 1195.00
3) 6604 – Kitchen – Closet Door Frame – All paint on the “friction” portions of the lead-laden door components must be removed down to bare substrate. All loose and peeling paint that can be lifted with thumbnail pressure will be removed. Any nails, screws, or other protrusions will be removed. All cavities/pits will be filled and sharp edges will be feathered. This will be followed by sealing the door components with a suitable encapsulant. Any surface treated in this manner MUST BE PRIMED AND REPAINTED. <i>Alternatively</i> - The lead-laden closet door components may be removed and replaced. Removal must be done in a manner that minimizes damage to adjacent surfaces.	\$ 295.00

Visions

<u>Work Requested -</u>	<u>Estimated Cost</u>
4) 6604 – Kitchen – Closet Shelf Supports - All loose and peeling paint that can be lifted with thumbnail pressure will be removed. Any nails, screws, or other protrusions will be removed. All cavities/pits will be filled and sharp edges will be feathered. Any broken, rotten, or termite damaged wood shall be replaced. All affected areas will be sealed with a suitable encapsulant. All surfaces treated in this manner MUST BE PRIMED AND REPAINTED.	\$ 295.00
5) 6604 – Kitchen – Walls, Baseboards & Ceiling - All loose and peeling paint that can be lifted with thumbnail pressure will be removed. Any nails, screws, or other protrusions will be removed. All cavities/pits will be filled and sharp edges will be feathered. Any broken, rotten, or termite damaged wood shall be replaced. All affected areas will be sealed with a suitable encapsulant. All surfaces treated in this manner MUST BE PRIMED AND REPAINTED.	\$ 1185.00
6) 6604 – Kitchen – Ironing Board Frame - All loose and peeling paint that can be lifted with thumbnail pressure will be removed. Any nails, screws, or other protrusions will be removed. All cavities/pits will be filled and sharp edges will be feathered. Any broken, rotten, or termite damaged wood shall be replaced. All affected areas will be sealed with a suitable encapsulant. All surfaces treated in this manner MUST BE PRIMED AND REPAINTED.	\$ 190.00

Lead Based Paint Abatement Specifications

Duplex Unit

6604 Templeton Street

Project Number 3011641

Work Requested -	Estimated Cost
7) 6604 - Kitchen - Ceramic Tiled Surfaces (Backsplash) - The ceramic tiled surfaces are not a likely source of lead dust contamination as long as they remain intact. If future renovation or repair activities require that the tile be removed or disturbed, the task should be assigned to a lead certified abatement contractor. Any removal of ceramic tiled surfaces must utilize proper abatement, containment, and clean up procedures. Removal must be done in a manner that minimizes damage to adjacent surfaces. <i>Alternatively</i> - Remove all ceramic tiled surfaces utilizing proper abatement, containment, and clean up procedures. Removal must be done in a manner that minimizes damage to adjacent surfaces.	\$ N/A
8) 6604 - Hall – Doors & Door Frames to the Bedroom & Bathroom – All paint on the “ <i>friction</i> ” portions of the lead-laden door components must be removed down to bare substrate. All loose and peeling paint that can be lifted with thumbnail pressure will be removed. Any nails, screws, or other protrusions will be removed. All cavities/pits will be filled and sharp edges will be feathered. This will be followed by sealing the door components with a suitable encapsulant. Any surface treated in this manner MUST BE PRIMED AND REPAINTED . <i>Alternatively</i> - The lead-laden door components may be removed and replaced. Removal must be done in a manner that minimizes damage to adjacent surfaces. ANY REMOVAL OF DOOR COMPONENTS MUST BE COORDINATED WITH THE GENERAL CONTRACTOR (GC) SO THAT THE PROPERTY IS NOT LEFT UNSECURED.	\$ 590.00
9) 6604 - Hall - Cabinet Components – All paint on the “ <i>friction</i> ” portions of the lead-laden cabinet components must be removed down to bare substrate. All loose and peeling paint that can be lifted with thumbnail pressure will be removed. Any nails, screws, or other protrusions will be removed. All cavities/pits will be filled and sharp edges will be feathered. This will be followed by sealing the remaining paint with a suitable encapsulant. Any surface treated in this manner MUST BE PRIMED AND REPAINTED .	\$ 490.00

Lead Based Paint Abatement Specifications

Duplex Unit

6604 Templeton Street

Project Number 3011641

Work Requested -	Estimated Cost
10) 6604 – Hall – Baseboards - All loose and peeling paint that can be lifted with thumbnail pressure will be removed. Any nails, screws, or other protrusions will be removed. All cavities/pits will be filled and sharp edges will be feathered. Any broken, rotten, or termite damaged wood shall be replaced. All affected areas will be sealed with a suitable encapsulant. All surfaces treated in this manner MUST BE PRIMED AND REPAINTED.	\$ 190.00
11) 6604 – Bedroom –Door Frame to the Hall – All paint on the “friction” portions of the lead-laden door components must be removed down to bare substrate. All loose and peeling paint that can be lifted with thumbnail pressure will be removed. Any nails, screws, or other protrusions will be removed. All cavities/pits will be filled and sharp edges will be feathered. This will be followed by sealing the door components with a suitable encapsulant. Any surface treated in this manner MUST BE PRIMED AND REPAINTED. <i>Alternatively</i> - The lead-laden door components may be removed and replaced. Removal must be done in a manner that minimizes damage to adjacent surfaces. ANY REMOVAL OF DOOR COMPONENTS MUST BE COORDINATED WITH THE GENERAL CONTRACTOR (GC) SO THAT THE PROPERTY IS NOT LEFT UNSECURED.	\$ 295.00
12) 6604 – Bedroom – Closet Door, Closet Door Frame & Closet Shelves – All paint on the “friction” portions of the lead-laden closet components must be removed down to bare substrate. All loose and peeling paint that can be lifted with thumbnail pressure will be removed. Any nails, screws, or other protrusions will be removed. All cavities/pits will be filled and sharp edges will be feathered. This will be followed by sealing the door components with a suitable encapsulant. Any surface treated in this manner MUST BE PRIMED AND REPAINTED. <i>Alternatively</i> - The lead-laden closet components may be removed and replaced. Removal must be done in a manner that minimizes damage to adjacent surfaces.	\$ 190.00

Work Requested -	Estimated Cost
13) 6604 – Bedroom - Ceiling - All loose and peeling paint that can be lifted with thumbnail pressure will be removed. Any nails, screws, or other protrusions will be removed. All cavities/pits will be filled and sharp edges will be feathered. Any broken, rotten, or termite damaged wood shall be replaced. All affected areas will be sealed with a suitable encapsulant. All surfaces treated in this manner MUST BE PRIMED AND REPAINTED.	\$ 1053.00
14) 6604 – Service Porch –Door Frame to the Kitchen – All paint on the “friction” portions of the lead-laden door components must be removed down to bare substrate. All loose and peeling paint that can be lifted with thumbnail pressure will be removed. Any nails, screws, or other protrusions will be removed. All cavities/pits will be filled and sharp edges will be feathered. This will be followed by sealing the door components with a suitable encapsulant. Any surface treated in this manner MUST BE PRIMED AND REPAINTED. <i>Alternatively</i> - The lead-laden door components may be removed and replaced. Removal must be done in a manner that minimizes damage to adjacent surfaces.	\$ 295.00
15) 6604 – Service Porch – Walls & Baseboards - All loose and peeling paint that can be lifted with thumbnail pressure will be removed. Any nails, screws, or other protrusions will be removed. All cavities/pits will be filled and sharp edges will be feathered. Any broken, rotten, or termite damaged wood shall be replaced. All affected areas will be sealed with a suitable encapsulant. All surfaces treated in this manner MUST BE PRIMED AND REPAINTED.	\$ 590.00
16) 6604- Exterior - Concrete Treads, Risers, and Floor at the Front Porch - All paint must be removed down to bare substrate. Any surface treated in this manner MUST BE PRIMED AND REPAINTED. <i>Alternatively</i> - The concrete treads, risers, and decks may be intact and covered with a rigid type of floor covering (tile, outdoor carpet, etc.).	\$ 590.00

<u>Work Requested -</u>	<u>Estimated Cost</u>
17) 6604 – Exterior – Vent & Access Panel on South Side- All loose and peeling paint that can be lifted with thumbnail pressure will be removed. Any nails, screws, or other protrusions will be removed. All cavities/pits will be filled and sharp edges will be feathered. Any broken, rotten, or termite damaged wood shall be replaced. All affected areas will be sealed with a suitable encapsulant. All surfaces treated in this manner MUST BE PRIMED AND REPAINTED.	\$ 695.00
18) Waste Disposal (Hazardous & Non-hazardous)	\$ 350.00
19) Total Lead Abatement Cost	\$ 8783.00

All work must be in compliance with these Abatement Specifications, current HUD Guidelines, and California DHS/CDPH Title 17. Any additional work or changes that the Contractor deems appropriate to enhance the competitiveness of this bid may be added as an addendum to this form. Please fill out all requested information that follows:

Company Name: Vizion's West, Inc.

Company Phone #: 9519264166

Contact Person: Nichole Basile

Date of Bid: 4/23/2018

Total amount of Bid: \$ 8783.00

Estimated Time of Completion: 7-10 Working Days

I Nichole Basile hereby acknowledge that any work performed by on the above listed property will be done in compliance with these abatement specifications as well as all laws and regulations governing this type of activity.

Nichole Basile Authorized Signature

**CITY OF HUNTINGTON PARK
LEAD BASED PAINT GRAN PROGRAM**

HEALTHY HOMES WORK DESCRIPTION AND BID PROPOSAL FORM

Name:	Haydee Villares (Tenant)	APN No.:	632-012-001
Address:	6604 Templeton St.	Tel. No.:	(323) 928-1302
City:	Huntington Park 90255	Date:	April 12, 2018

All work is to be done per City of Huntington Park building, planning and public works codes. In order to establish standards of quality, the detailed specifications may refer to a certain product by name and/or from a major manufacturer. This procedure is not to be construed as eliminating from competition of other product of equal or better quality by other manufacturers. The contractor shall finish the list of proposed desired substitutions prior to signing of the contract. All items listed on work write-up, unless otherwise specified, shall include all finish work, including all trim hardware, patching, and finish painting and/or staining. All overhead and profit should be included in each line item. All materials to be installed require owner(s) review and approval.

WORK DESCRIPTION AND STANDARD SPECIFICATIONS

1.	Ground Fault Circuit Interceptors: Install new ground fault circuit interceptor (GFCI) receptacles in the within 6 feet of the Bathroom (1) and Kitchen (2) in accordance with Section 210-8 of the National Electrical Code. <i>City Permit Cost: 1-3 \$60</i>	\$	420.00
2.	Smoke and Carbon Monoxide Detectors: Install a total of 4 new smoke and carbon monoxide (combo) detectors in bedrooms, hallway, and living room areas at a point centrally located.	\$	360.00
3.	Install Light Fixtures: Install missing light fixture: Living Room (2) and Bathroom (1)	\$	250.00
4.	Kitchen Hood Range: Install a new hood range with light over existing stove.	\$	750.00
5.	Install New Foundation/ Crawl Covers/Vents: Install 11 new foundation/crawl space covers/vents throughout the dwelling. The new vents shall be galvanized with a 1/4" mesh screen. The size shall match the existing openings	\$	990.00
	TOTAL:	\$	2770.00

NOTE:

All work shall include the protection of dwelling, fixtures and furnishings, as well as maintaining the premises clean at all times.

All debris resulting from any work conducted in connection with this contract shall be the property of the contractor, who is responsible for its timely removal and lawful disposal. Work site shall be maintained in a clean and orderly manner, and upon completion, property shall be left in a "broom clean" condition.

A. LICENSES, FEES, PERMITS AND CLEARANCES

The selected contractor is responsible for the obtaining all required approvals, permits, and inspections, and is required to possess a valid City of Huntington Park business license.

B. INSPECTIONS

V. Sims

The Contractor shall request all inspections and approvals of construction required by the City of Huntington Park. No item shall be considered completed until it has been inspected and approved by the City of Huntington Park.

C. WARRANTY

The Contractor shall assure the quality of materials and workmanship provided under the Contract for a period of one year. Upon notice from the City, the Contractor shall repair or remedy any defects in material or workmanship, and pay for any damage from such defects which may appear within the period of one year from the date of recordation of Notice of Completion. The Contractor shall furnish the Owner with all manufacturer's written guarantees and warranties covering materials and equipment furnished under Contract.

D. MATERIAL AND LABOR LIEN RELEASES

Process payments will be authorized and released by the City's authorized representatives only if invoice(s) is accompanied by weekly payroll reports and respective material and labor lien releases.

Under the guidelines for this program, homeowner(s) are responsible for the removal and replacement of rugs, draperies, coverings, and furniture as necessary.

The undersigned, having become thoroughly familiar with the terms and conditions of the proposed Contract Documents and with local conditions affecting the performance and costs of the work at the place where the work is to be completed, and having fully inspected the site in all particulars, hereby proposed and agree to fully perform the work within the time stated and in strict accordance with the proposed Contract Document including furnishing of any and all labor, materials, services necessary equipment and to do all work required to construct, and complete said work in accordance with the Contract Documents for the sum of money as indicated on the Work Description and Bid Proposal Form.

If awarded the contract, the bidder agrees to present the following documents to the City of Huntington Park prior to the issuance of the Notice to Proceed: Valid certificates covering Property Damage, Liability, and Worker's Compensation insurance including the City of Huntington Park as additionally insured, and a copy of a valid Contractor's License, SAM.gov and DUNS numbers.

It is further agreed that if awarded this contract, 5% of all requested payouts would be retained until the project is completed to the approval of the owner and all approving agents. Completion of this project will require 5-7 calendar days.

Contractor: Vizion's West, Inc.	Lic. No. & Class: 812067: B,C21,C22,C33,ASB,HAZ
Signature: <i>Nichole Basile</i>	Phone No.: 9519264166
Address: 26025 Newport Road Suite A 220, Menifee CA 92584	



CITY OF HUNTINGTON PARK

Community Development Department
City Council Agenda Report

July 3, 2018

Honorable Mayor and Members of the City Council
City of Huntington Park
6550 Miles Avenue
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

CONSIDERATION AND APPROVAL OF CHANGE ORDER TO CONTRACT FOR JK CONSTRUCTION & REMODELING IN CONNECTION WITH THE CITY'S MINOR HOME REPAIR PROGRAM FOR PROPERTY LOCATED AT 7302 CALIFORNIA AVENUE, HUNTINGTON PARK, CALIFORNIA

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Approve change order of contract with JK Construction & Remodeling from \$5,850 to \$7,500 for eligible work under the City's Minor Home Repair Program for property located at 7302 California Avenue, Huntington Park, California;
2. Authorize Interim City Manager to execute contract; and
3. Approve change orders in an amount not to exceed 10% of the original total contract amount.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On May 2, 2017, the City Council approved the allocation of \$190,027.00 in the CDBG grant funds for the City's Minor Home Repair Program in the Fiscal Year 2017-18 Annual Action Plan. Through the City's Minor Home Repair Program, the City will be able to assist 20 owner-occupied units in fiscal year 2017-18. In order to qualify for this Program households must meet HUD's Income Guidelines of low and moderate income.

City Staff received a Change Order that exceeds the 10% City Manager approval. The total Change Order is for \$2,050 to strap water heater; replace gas line to stove; install carbon & smoke detectors; and replace three (3) windows to meet the egress building requirements at property located at 7302 California Avenue. The Homeowner provided a money order for \$400, bringing the total grant amount to \$7,500 maximum amount.

CONSIDERATION AND APPROVAL OF CHANGE ORDER TO CONTRACT FOR JK CONSTRUCTION & REMODELING IN CONNECTION WITH THE CITY'S MINOR HOME REPAIR PROGRAM FOR PROPERTY LOCATED AT 7302 CALIFORNIA AVENUE, HUNTINGTON PARK, CALIFORNIA

July 3, 2018

Page 2 of 3

Therefore, staff recommends that City Council approve contract with the contractor and authorize City Manager to approve change orders not to exceed 10% of the total contract amount.

Scope of Work

The general scope of work eligible under the program is comprised of the following:

Exterior

1. Install new garage door opener
2. Replace back entry door
3. Replace thirteen (10) windows; 3 Egress
4. Carbon & Smoke Detectors
5. Strap Water Heater
6. Replace gas line to stove.

FISCAL IMPACT/FINANCING

The contract will be fully paid through the City's CDBG grant. Funding for this program was approved in the City's FY 17-18 Adopted Budget under account # 239-5070-463.56-52 for a total amount of \$151,699. The current available balance is \$103,104.

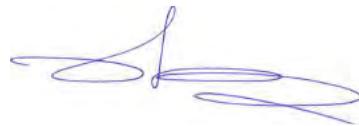
PROGRAM REQUIREMENTS

This program provides financial assistance to owner occupied single-family and multi residential homes (one to four units). Grants of up to \$7,500 are provided to qualified low and moderate-income households for minor repairs that correct health and safety violations. The implementing agency is the City's Community Development Department.

CONCLUSION

Upon Council approval, staff will proceed with recommended actions.

Respectfully submitted,

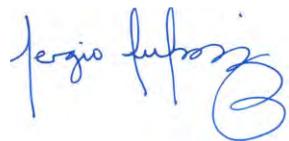


RICARDO REYES
Interim City Manager

**CONSIDERATION AND APPROVAL OF CHANGE ORDER TO CONTRACT FOR JK
CONSTRUCTION & REMODELING IN CONNECTION WITH THE CITY'S MINOR
HOME REPAIR PROGRAM FOR PROPERTY LOCATED AT 7302 CALIFORNIA
AVENUE, HUNTINGTON PARK, CALIFORNIA**

July 3, 2018

Page 3 of 3

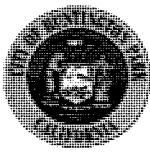
A handwritten signature in blue ink, appearing to read "Sergio Infanzon" followed by a stylized letter "B".

SERGIO INFANZON
Community Development Director

ATTACHMENT(S)

- A. Change Order
- B. Signed Contract with Bid
- C. Bid Evaluation Worksheet

ATTACHMENT "A"



CITY OF HUNTINGTON PARK

Encumbrance Request - Purchase Orders and Contracts

Request Type: PO Contract Addendum
Acctg to Assign No 1950 Acctg to Assign No

Before POs or contracts can be issued (encumbered), departments are required to 1) identify a vendor 2) provide detail and amount of purchase 3) identify an account number 4) ensure budget availability 5) obtain appropriate signatures. In the case of contracts, Council approval may be required before signing and encumbering of the contract. Without this information, accounting will not issue a PO or contract number. All City procurement guidelines must be followed. Purchases should not be made unless the PO or contract has been issued and properly encumbered. Use this form for contract extensions and addendums.

Vendor Name:	JK Construction & Remodeling	Request Date:	6/4/2018
Address:	915 Lake Street	Department:	Com Dev
City/State/Zip:	Huntington Beach, CA 92648	Contract Mgr:	Maria Torres
Vendor Number:	2971 (Attach W-9 if new vendor)	Contract Term:	April - June 2018
Department Requisition ID:	CDMHRP-1617-04	PO/Contract Total:	\$7,500

Description and amounts of PO/Contract - attach supporting documents

Contractor is to provide **Minor Home Rehab Program** work at **(Durham)** 7302 California Street

Contract Amount \$5,850 Total Change Order \$2,050 - Owner paid difference of \$400.00 = \$1,650

No.1 Change Order-Change out 3 Bedroom widows to Egress per City Inspector; strap Water Heater; & Carbon & Smoke Detector

Account Number(s):	Amount	Budget Availability		Initials/Date
239-5070-463.56-52 No. CO532	\$5,850.00	X	Yes	— No
239-5070-463.56-52 No. CO532	1,650.00	X	Yes	— No
		—	Yes	— No
		—	Yes	— No
		—	Yes	— No
		—	Yes	— No
Total	<u>\$ 7,500.00</u>			
If budget is not available, department should request a budget transfer.				

If budget is not available, department should request a budget transfer.

Approvals:

I the undersigned do hereby certify City procurement guidelines were followed when issuing this PO or executing this contract.

Date:

Department Head

Date:

Finance Director

Date:

Ricardo Reyes, Interim City Manager

Accounting use only:

PO/Contract generated - copy returned to department

Date:

Accounting Sign-off

JK CONSTRUCTION

915 LAKE STREET
HUNTINGTON BEACH ,
CA92648

Estimate

Date	Estimate #
5/23/2018	1382

Name / Address
DURHAM 7302 CALIFORNIA HUNTINGTON PARK CA

Project

Description	Qty	Rate	Total
WINDOW REPLACEMENT- INSTALL BLOCK FRAME 5.0 X4.0 BEDROOM WINDOWS TO MEET EGRESS	3	575.00	1,725.00
INSTALL SMOKE DETECTORS/ CARBON MONOXIDE	1	150.00	150.00
INSTALL APPROVED WATER HEATER STRAPPING AND NEW GAS LINE FLEX	1	125.00	125.00
INSTALL NEW GAS LINE TO STOVE	1	50.00	50.00
<i>m * Changes per City Inspectors</i>			
<i>m * owner paid difference of \$400 in cashiers check.</i>			
THANK YOU FOR THINKING OF US.			
		Total	\$2,050.00

(cashier's check) -400 *m*
\$1650

DO NOT CASH IF THIS DOCUMENT DOES NOT HAVE A LARGE FAINT IMAGE OF THE CREDIT UNION LOGO OVER A FADING PATTERN OF THE CREDIT UNION NAME



Downey Federal Credit Union
8237 Third Street
Downey CA 90241
562.862.8141

CASHIER'S CHECK

No. 248112

NOT VALID AFTER 90 DAYS FROM ISSUE DATE

05/26/2018

90-7511/3222

PAY THIS AMOUNT

\$*****400.00**

PAY ***Four Hundred and 00/100 Dollars***

TO THE
ORDER OF
JK CONSTRUCTION

REMITTER: *** ***WILA DURHAM*** ***


AUTHORIZED SIGNATURE

THIS DOCUMENT HAS A UV WATER MARK AND CAN BE SEEN WHEN HELD TO LIGHT. THIS PAPER IS WATERMARK PROTECTED.

11 248112 1322275115 0099999108 11

ATTACHMENT “B”

MINOR HOME REPAIR IMPROVEMENT CONTRACT

This Agreement, is made and entered into this 20th day of March 2018, by and between City of Huntington Park (hereinafter "Grantor") Wila B. Durham (hereinafter "Owner and Grantee") and JK Construction & Remodeling (hereinafter "Contractor"), bearing California Contractor's License No.450297.

RECITALS

A. The City of Huntington Park has established the Minor Home Repair Program (the "Program") pursuant to which the City provides grants for rehabilitation purposes to a qualified person or persons in accordance with the income and household size requirements of the Program.

B. Owner is a Qualified Person who has received a grant under the Program for use in connection with the rehabilitation of the single-family home owned and occupied by Owner located on certain real property known as 7302 California Avenue, Huntington Park, California 90255 ("Property").

C. Owner has selected Contractor to perform the work proposed for the Property and Contractor has represented that he is properly licensed and fully qualified to perform the work upon the terms and conditions set forth in this Agreement;

NOW, THEREFORE, the parties, in consideration of the mutual covenants below and for valuable consideration, the adequacy is acknowledged, agree as follows:

1. Description of Project and Description of the Significant Materials to Be Used and Equipment to Be Installed. Contractor shall furnish all labor, services and materials necessary to construct and complete in a good, workmanlike and prompt manner, the work described on plans and/or specifications attached hereto and incorporated herein by this reference as Exhibit A at the Property ("Work"). Contractor agrees to perform such work in accordance with this Agreement, all applicable laws, including Federal Standard Labor Provisions and Prevailing Wage Laws as applicable, and the City of Huntington Park's Rehabilitation Standards and Specifications.

2. Execution of Agreement. Owner has executed this contract upon signature dated _____. The Owner may cancel this contract at any time prior to midnight on the third day after the date of this transaction by providing to Contractor a notice of Cancellation to be mailed to Contractor at the address set forth in section 29 of this contract.

3. Work Write-Up, Specifications and Drawings. The Contractor has carefully compared and studied the work write-up, rehabilitation specifications, and drawings. Any part of the work or any item not specifically set forth in the work write-up or drawings but which is necessary for the proper completion of the work and which is not specifically excluded from the Contract shall be supplied and set

in place at the expense of the Contractor as though it had been shown on the drawings or mentioned in the work write-up.

4. Contract Price. For the Work described in this Agreement, Contractor shall receive an amount not to exceed **\$5,850.00**

5. Payment. Payment for the Work that is to be made by Contractor, upon City's approval is as follows:

Description of Work:

Install New Garage Door Opener

Provide and install a new screw drive, $\frac{1}{2}$ horsepower, and Genie garage door opener (or approved equal).

Replace Back Entry Door

Remove and replace with ReliaBuilt 2-Panel Insulation Coder Venter Glass with screen steel Left-handed (or equal) inswing steel primed pre-hung back entry door.

Replace Windows:

Remove and replace the existing thirteen (13) windows throughout the property. The new windows shall be replacement type vinyl *double hung*, dual glazed, windows to match the existing openings.

Total Cost: **\$5,850.00**

Contractor shall submit an invoice for Work completed in such detail as required by the City. Within twenty days after receipt of a properly submitted invoice, payment shall be made to Contractor. By submitting an invoice to Owner, Contractor makes the following representations to Owner: that to the best of Contractor's knowledge, information and belief, the design and construction have progressed to the point indicated; that the quality of the portion of the Work covered by the invoice is in accordance with the Work Write-Up; and that Contractor is entitled to payment in the amount requested.

The City retains the right to approve all payments described in this Contract, as amended, and shall have the right to withhold its approval of any payment of funds requested by the Contractor if in its determination such payment would be in violation of the terms of this Agreement.

Contractor shall pay each subcontractor from payments received from City, and Contractor's payments to subcontractors shall be made promptly after receipt of payment from City. Owner shall have no obligation or requirement to pay a subcontractor of Contractor.

Contractor warrants that: (1) title to the portions of the Work, materials and equipment covered by a payment invoice shall pass to Owner, either by incorporation in construction or upon receipt of payment by Contractor, whichever

occurs first; (2) the portions of the Work, materials and equipment covered by a previous payment application are free and clear of liens, claims, security interests or encumbrances (collectively referred to as "liens" hereinafter); and (3) no portion of the Work, materials or equipment covered by a payment application will have been acquired by Contractor, or any other person performing construction at the project site or furnishing materials or equipment for the Work.

Final payment constituting the entire unpaid balance due and any amount retained, shall be paid by City to Contactor upon City's receipt of Contractors final invoice for payment when the Work has been completed, this Contract has been fully performed and all applicable lien periods have expired, except for those responsibilities of Contractor that survive final payment and provided that no liens have been filed, and all lien released have been submitted and a notice of completion has been recorded. Contractor agrees that the work shall be completed free from any and all liens and claims of artisans, materials, suppliers, subcontractors, laborers and any other party.

6. Warranty. Contractor hereby warrants that all labor and materials provided in conjunction with this Agreement, or under any change orders which may be made in conjunction with this Agreement, shall meet the accepted standards of the trade. Contractor specifically warrants that any such defects which are found within one year from the date of completion of this contract shall be repaired or replaced, at Contractors option, at no expense to the Owner. Contractor shall hereby warrant roof for two (2) years for labor and support material.

7. Approximate Start Date and Approximate Completion Date. The Work shall commence within twenty (20) calendar days of the execution of this agreement and the Work shall be substantially completed within 14 calendar days thereafter. This schedule is subject to any unforeseen delays which are not in anyway, the fault of the Contractor, and which are caused by acts of god. Time is of the essence to this Contract. The above stated substantial completion schedule shall be substantially adhered to during the term of this Contract unless City and Contractor agree in writing that a schedule modification is appropriate.

The term "substantial completion" as used herein, shall be defined as completion of the work suitable to meet the requirements of the issuance of a Certificate of Occupancy or Temporary Certificate of Occupancy by the City of Huntington Park and/or approval of the Owner if no Certificate of Occupancy is required of the improvement contemplated by this Agreement.

8. Liquidated Damages. The parties agree that it would be impracticable, extremely difficult and, in all probability, impossible, to fix actual damages should the Contractor fail for any reason, to complete his performance, pursuant to this Agreement, within the time set therefore, as herein expressly provided. Based thereon, the parties hereto agree that for each day, or portion thereof, during which the work contemplated by this Agreement has not been completed, occurring after the time fixed for the completion of said work, except for delay caused by Owner,

inclement weather, or the unavailability of workers or materials caused by labor disputes, that Contractor shall pay to City, as and for liquidated damages, the sum of \$10.00 per day for each such day or portion thereof, for a maximum of 30 days.

9. Inspection. The City of Huntington Park and their designees ("City") shall have the right to inspect all work performed under this Contract. The Contractor and Owner will take all steps necessary to assure that the City are permitted to examine and inspect the Property, and all contracts, materials, equipment, payrolls, and conditions of employment pertaining to the work, including all relevant data and records. By such inspection, the City assumes no responsibility to the Owner for defective material or work under this Agreement or to either party for any breach of this Contract by the other. However, the City may determine whether or not work by Contractor on the project is in compliance with the plans and specifications. The City may determine the adequacy of Contractor's methods, plans and appurtenances and make such directions relative to sufficiency of forces as may be reasonably necessary to insure proper and continuous execution of work. The City may stop the work of Contractor if necessary to prevent improper execution and may determine the amount, quality, and fitness of the several kinds of work and materials. The City may reject all work and materials that do not conform to the requirements of this Agreement. All instructions, rulings, and decisions of the City of Huntington Park shall be binding on Owner and Contractor when delivered or mailed to Owner or Contractor in writing.

10. List of Documents to be incorporated into the Contract. The following documents shall be deemed, for all purposes, the contract documents applicable to the work to be performed by Contractor pursuant hereto:

- a. This Agreement;
- b. Notices to Owner regarding State Contractors Law;
- c. Notice of Cancellation;
- d. The plans and specifications, which are attached hereto as Exhibit A.
- e. Notice inviting proposals, if any; and
- f. The proposal by Contractor.

11. Assignment. Contractor shall not assign the performance of this Contract, or any party thereof, nor any monies due hereunder, without the prior written consent of the Owner and the City of Huntington Park.

12. Insurance Requirements. Contractor shall take out and maintain in full force during the term of this contract, the following insurance coverage.

- a. Workers' Compensation Insurance in minimum amounts required by law for all employees.

b. General Comprehensive Liability Insurance coverage in minimum amounts of \$1,000,000.00, covering injury to person and/or property, including, but not limited to injury to the person of Owner or damage to his property.

Contractor shall supply the City with certificates of insurance, evidencing the existence of such insurance and each certificate shall contain a provision that the said policies represented by such certificates cannot be canceled; except upon 30 days' prior written notice to City of such cancellation. In the event that such insurance is canceled; City may direct Contractor to cease all activities pursuant to this Agreement, or, in the alternative, at the City's discretion, obtain such insurance coverage in the name of Contractor, and deduct the costs of such premiums from such sums as may be due to Contractor. The City shall be named as additional insureds on the general comprehensive liability insurance coverage.

Contractor carries commercial general liability insurance written by Accurate & Affordable Insurance, Inc. (714) 943-2103

13. Indemnification. The Contractor and Owner agrees to defend, indemnify, protect and hold harmless the City of Huntington Park and the City of Huntington Park Community Development Commission, their officers, officials, employees and volunteers from and against any and all claims, demands, losses, defense costs or expenses, or liability of any kind, including claims for injury to or death of persons, or damage to property arising out of Contractor's negligent or wrongful acts or omissions in performing or failing to perform under the terms of this Agreement.

14. Performance and Labor and Material Bonds. [Check Provision if Applicable]

_____ Prior to commencement of the work, Contractor shall provide the City with a Performance Bond in the amount of the Contract and a Labor and Materials Bond in the amount of the Contract from a surety acceptable to the City.

15. Cooperation of Owner. While this Agreement is in force, Owner shall permit Contractor to use existing utilities such as light, heat, power and water to carry out and complete the work, and shall cooperate with Contractor to facilitate the performance of the work, including the removal and replacement of rugs, draperies, coverings, furniture, etc., as necessary.

16. Protection. The Contractor shall at all times provide protection to persons and property against weather, rain, wind, storms and heat and all activities associated with the work performed in conjunction with this Agreement so as to maintain the entire premises and all work, materials, apparatus and fixtures free from injury or damage. At the end of a day's work, all new work, and the premises, likely to be damaged shall be protected and/or secured. Any work or any portion of the premises damaged by failure to provide protection as required above shall be replaced or repaired at Contractor's expense.

17. Project Insurance. The Owner will procure, at his expense, "builder's all risk" course of construction insurance covering one hundred percent (100%) replacement cost of the completed work to be performed under this Contract and such other insurance to protect against fire, vandalism and malicious mischief pertaining to construction of the project.

18. Change Orders. No change in work, as described in the work write-up, specifications and drawings, shall be made except upon the mutual written consent of the City, Contractor and the City of Huntington Park. Contractor shall not be entitled to any compensation for any extra work unless such written agreement is made and entered into. Such agreement shall describe the nature of the extra work, the estimated time for completion thereof, and the terms of compensation to be paid to Contractor for the performance of the same.

19. Note about Extra Work and Change Orders. Extra Work and Change Orders become part of the contract once the order is prepared in writing and signed by the parties prior to the commencement of any work covered by the new change order. The order must describe the scope of the extra work or change, the cost to be added or subtracted from the contract, and the effect the order will have on the schedule of progress payments.

20. Real Property Liens. Contractor shall pay promptly all valid bills and charges for material, labor or otherwise in connection with or arising out of the construction of the improvements on the Property and will hold Owner of the property free and harmless against all liens and claims of lien for labor and material, or either of them, filed against the property or any part thereof, and from and against all expense and liability in connection therewith, including, but not limited to; court costs and attorney's fees resulting or arising there from. Should any liens or claims of lien be filed for record against the property, or should Owner receive notice of any unpaid bill or charge in connection with the construction, Contractor shall forthwith either pay and discharge the same and cause the same to be released of record, or shall furnish Owner with proper indemnity either by of satisfactory corporate surety bond or satisfactory title policy, which indemnity shall also be subject to approval of lien holder.

21. Equal Opportunity Provision. Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. Contractor will take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

Contractor will, in all solicitations or advertisements for employees placed by or on behalf of Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion or national origin.

Contractor will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Contract so that such provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

22. Cleanup. Upon completion of the work contemplated by this Agreement, the Contractor shall cause all debris resulting from such construction to be removed from the Owner's property and shall leave the Owner's property in a neat and broom-clean condition.

23. Contractor's Affidavit. After the completion of the work contemplated by this Contract, Contractor shall file with the City his affidavit stating that all workmen and persons employed, all firms supplying materials, and all subcontractors on the work have been paid in full, and that there are no claims outstanding against the project for either labor or materials, except certain items, if any, to be set forth in an affidavit covering disputed claims or items in connection with a Stop Notice which has been filed under the provisions of the laws of the State of California.

24. Suspension or Termination of Contract. The Owner may at any time, for any reason, with or without cause, suspend or terminate this Contract, or any portion hereof, by serving upon the Contractor at least ten (10) days prior written notice. Upon receipt of said notice, the Contractor shall immediately cease all work under this Agreement, unless the notice provides otherwise. If the City suspends or terminates a portion of this Agreement such suspension or termination shall not make void or invalidate the remainder of this Agreement.

In the event this Agreement is terminated pursuant to this Section, the City shall pay to Contractor the actual value of the work performed up to the time of termination, provided that the work performed is of value to the Owner. Upon termination of the Agreement pursuant to this Section, the Contractor will submit an invoice to the City pursuant to Section 2.

25. Automatic Termination. This Agreement is contingent upon the funding of the grants necessary to fund the payment of all costs, provided for under this agreement. Failure to obtain such funding for whatever reason shall cause this Agreement to be automatically terminated.

26. Discrimination. Contractor represents that it has not, and agrees that it will not, discriminate in its employment practices on the basis of race, creed, religion, national origin, color, sex, age, or handicap.

27. Attorney's Fees. In the event of litigation between the parties arising out of or connected with this Agreement, the prevailing party in such litigation shall be entitled to recover, in addition to any other amounts, reasonable attorney's fees and costs of such litigation, if awarded by the court.

28. Authority to Execute this Agreement. The person or persons executing this Agreement on behalf of Contractor warrants and represents that he or she has the authority to execute this Agreement on behalf of the Contractor and has the authority to bind Contractor to the performance of its obligations hereunder.

29. Notices. Notices pursuant to this Agreement shall be given by personal service on the person to be noticed, or by deposit in the custody of the United States Postal Service, of an envelope containing the notices, sealed and postage pre-paid, addressed as follows:

Owner: Wila B. Durham
7302 California Ave.
Huntington Park, CA 90255

Contractor: JK Construction & Remodeling
Jerry McKinish
915 Lake Street
Huntington Beach, CA 92648

30. Lead Based Paint. Contractor and Owner agree that the use of any lead based paints is strictly prohibited and shall not be used on this project.

31. Disputes. Disputes regarding the interpretation or application of any provision of this Agreement shall, to the extent reasonably feasible, be resolved through good faith negotiations between the parties, including but not limited to submission to non-binding mediation if agreed upon by both parties. If the parties agree to non-binding mediation, any disputes under this Agreement shall be submitted to mediation to the American Arbitration Association ("AAA") and shall be conducted under the rules of AAA for non-binding mediation of commercial disputes. Mediation shall take place in Los Angeles County unless both parties agree to an alternate location. If such dispute is submitted to non-binding mediation, neither party may commence litigation with respect to the matters submitted to mediation until after the completion of the initial mediation session, or forty-five (45) days after the date of filing the written request for mediation, whichever occurs first. The provisions of this Section may be enforced by any court of competent jurisdiction.

32. Contractor Eligibility. Contractor hereby warrants and states that Contractor is eligible for award of a contract receiving Federal assistance. Further Contractor agrees only eligible subcontractors, who have certified eligibility in written contracts containing Federal Labor Standard Provisions, if applicable, shall be awarded subcontracts in connection with the work described herein.

33. Conflicts of Interest. Contractor hereby warrants and states that none of the following have any interest or benefit, direct or indirect, in this Agreement:

- a. Any officer or employee of the City who exercises any function or responsibility in connection with administration of the Minor Home Repair Program, or any member of the governing body of the City.
- b. Any member of the governing body of the locality [as defined by 24 CFR 510.4(m)].
- c. Any member of or delegate to the Congress of the United States.
- d. Any Resident Commissioner.
- e. Any person employed by HUD at a grade level of GS-9 or above.

34. Consumer Notice—Performance of Extra or Change-Order Work Notice.

A contractor is not required to perform additional work or changes without written approval in a “change Order” before any of the new work is stated.

Extra work or a change order is not enforceable against an Owner unless the change order also identifies all of the following in writing prior to the commencement of any work covered by the change order:

- (i) The scope of work encompassed by the order.
- (ii) The amount to be added or subtracted from the contract.
- (iii) The effect the order will make in the progress payments or the completion date.

The Contractors failure to comply with the requirements of this section does not preclude the recover of compensation for work performed based upon legal or equitable remedies designed to prevent unjust enrichment.

35. Consumer Notice—Mechanics Lien Warning

MECHANICS LIEN WARNING

Anyone who helps improve your property, but who is not paid, may record what is called a mechanics lien on your property. A mechanics' lien is a claim, like a mortgage or home equity loan, made against your property and recorded with the county recorder.

Even if you pay your contractor in full, unpaid subcontractors, suppliers, and laborers who helped to improve your property may record mechanics' liens and sue you in court to foreclose the lien. If a court finds the lien is valid, you could be

forced to pay twice or have a court officer sell your home to pay the lien. Liens can also affect your credit.

To preserve their right to record a lien, each subcontractor and material supplier must provide you with a document called a “20-day Preliminary notice.” This notice is not a lien. The purpose of the notice is to let you know that the person sends you the notice has the right to record a lien on your property if he or she is not paid.

BE CAREFUL. The Preliminary Notice can be sent up to 20 days after the subcontractor starts work or the supplier provide material. This can be a big problem if you pay your contractor before you have received the Preliminary notices. You will not get preliminary Notices from your prime contractor or from laborers who work on your project. The law assumes that you already know they are improving your property.

PROTECT YOURSELF FROM LIENS. You can protect yourself from liens by getting a list from your Contractor of all the subcontractor and material suppliers that work on your project. Find out from your contractor when these subcontractors started work and when these suppliers delivered good or materials. Then wait 20 days, paying attention to the Preliminary Notices you receive.

PAY WITH JOINT CHECKS. One way to protect yourself is to pay with a joint check. When your contractor tells you it is time to pay for the work of a subcontractor or supplier who has provided you with a Preliminary Notice, write a joint check payable to both the contractor and the subcontractor or material suppliers.

For other ways to prevent liens, visit CSLB's website at www.cslb.ca.gov or call CSLB at 1-800-321-CSLB (2752).

Remember, if you do nothing, you risk having a lien placed on your home. This can mean that you may have to pay twice, or face the forced sale of your home to pay what you owe.

36. INFORMATION ABOUT THE CONTRACTORS STATE LICENSE BOARD (“CSLB”)

CSLB is the state consumer protection agency that licenses and regulates construction contractors. Contact CSLB for information about the licensed contractor you are considering, including information about disclosable complaints, disciplinary actions and civil judgments that are reported to CSLB. Use only licensed contractors. If you file a complaint against a licensed contractor within the legal deadline (usually four years), CSLB has authority to investigate the complaint. If you use an unlicensed contractor, CSLB may not be able to help you resolve your complaint. Your only remedy may be in civil court, and you may be

liable for damages arising out of any injuries to the unlicensed contractor or the unlicensed contractor's employees.

For more information:

VISIT CSLB's website at www.cslb.ca.gov

CALL CSLB at 1800-321-CSLB (2752)

WRITE CSLB at PO Box 26000, Sacramento, CA 95826

37. Three Day Right to Cancel.

 The law requires that the Contractor give you a notice explaining your right to cancel. Initial the box if the contractor has given you a "notice of the Three-Day Right to Cancel."

38. Entire Agreement. This Contract and its exhibits, contain the entire understanding between the parties relating to the obligations of the parties described therein. All prior or contemporaneous agreements, understandings, representations and statements, oral or written, are merged into this Contract and shall be of no further force or effect. Each party is entering into this Contract based solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material.

Parties have caused this Agreement to be executed as follows:

OWNER(S)

Wila B. Durham
Wila B. Durham

4/5/18
Date

CONTRACTOR

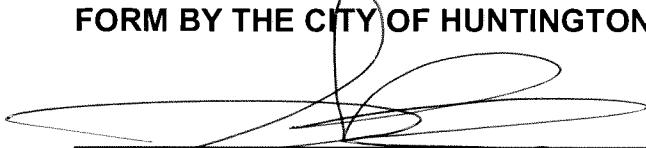
Jerry McKinish
Jerry McKinish

4/5/18
Date

UNDER THE REQUIREMENTS OF STATE CONTRACTOR LAW, THE OWNER OR TENANT HAS THE RIGHT TO REQUIRE THE CONTRACTOR TO HAVE A PERFORMANCE AND PAYMENT BOND.

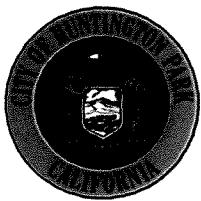
YOU ARE ENTITLED TO A COMPLETELY FILLED IN COPY OF THIS AGREEMENT, SIGNED BY BOTH YOU AND THE CONTRACTOR, BEFORE ANY WORK MAY BE STARTED.

THE ABOVE AGREEMENT HAS BEEN REVIEWED AND APPROVED AS TO FORM BY THE CITY OF HUNTINGTON PARK.



Interim City Manager *Ricardo Reyes*

04/02/18
Date



Memorandum

Date: March 21, 2018

To: Ricardo Reyes, Interim City Manager

From: Sergio Infanzon, Community Development Director

RE: REQUEST FOR CONTRACT APPROVAL FOR JK CONSTRUCTION & REMODELING IN CONNECTION WITH THE CITY'S MINOR HOME REPAIR PROGRAM FOR PROPERTY LOCATED AT 7302 CALIFORNIA AVENUE

Sergio Infanzon
S

On May 2, 2017, the City Council approved the allocation of \$190,027.00 in the CDBG grant funds for the City's Minor Home Repair Program (MHRP) in the Fiscal Year 2017-18 Annual Action Plan. The City's Minor Home Repair Program provides low and moderate income owner-occupied owners with up to \$7,500 grant.

The Community Development Department kindly requests, approval by the Interim City Manager for the MHRP funds for property located at 7302 California Avenue. City Staff received three (3) bids for improvements. The following table summarizes the bids received for each property:

Contractor	Bid Amount
JK Construction & Remodeling	\$5,850
Moreno Construction	\$6,975
Sarahang Construction, Inc.	\$8,000

Based on the bid analysis performed, JK Construction & Remodeling is considered to be the lowest qualified bidder for this project for total project amount of \$5,850.

Scope of Work:

The general scope of work eligible under the program is comprised of the following: Install new garage door opener; Replace back entry door; and Replace thirteen (13) windows throughout the property.

The contract will be paid through the City's CDBG grant, Account No. 239-5070-463.56-52 with a current balance of \$127,332.

If you have any questions please feel free to contact me at x318.

CITY OF HUNTINGTON PARK Minor Home Repair Program
Bid Evaluation
7302 California Ave

ITEM	Inhouse Estimate	Sarahang	Moreno	JK
1 Install Garage Door Opener	\$350.00	\$ 500	600	\$ 250
2 Replace Back Entry Door	\$500.00	\$ 1,500	575	\$ 400
3 Replace Widows (11)	\$6,650.00	\$ 6,000	5,800	\$ 5,200
TOTAL:	\$7,500.00	\$ 8,000	6,975	\$ 5,850
CONSTRUCTION BUDGET:	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00
OVER/UNDER:	\$0.00	\$500.00	\$525.00	\$1,650.00

13 Windows

**CITY OF HUNTINGTON PARK
MINOR HOME REPAIR PROGRAM**

**WORK DESCRIPTION AND BID PROPOSAL FORM
ATTACHMENT "A"**

Name:	Wila Durham	APN No.:	6214-001-004
Address:	7302 California Ave.	Tel. No.:	(323) 587-3733
City:	Huntington Park 90255	Date:	January 18, 2018

All work is to be done per City of Huntington Park building, planning and public works codes. In order to establish standards of quality, the detailed specifications may refer to a certain product by name and/or from a major manufacturer. This procedure is not to be construed as eliminating from competition of other product of equal or better quality by other manufacturers. The contractor shall finish the list of proposed desired substitutions prior to signing of the contract. All items listed on work write-up, unless otherwise specified, shall include all finish work, including all trim hardware, patching, and finish painting and/or staining. All overhead and profit should be included in each line item. All materials to be installed require owner(s) review and approval.

WORK DESCRIPTION AND STANDARD SPECIFICATIONS

1.	Install Garage Door Opener: Provide and install a new screw drive, $\frac{1}{2}$ horsepower, Genie garage door opener (or approved equal). Provide two remote controllers.	\$ <u>250 -</u>
2.	Replace Back Entry Door: Remove and replace with ReliaBuilt 2-Panel Insulation Core Vented Glass with Screen Steel right-handed (Or equal) inswing steel primed pre-hung entry door. Included hardware to include a new entry lockset and 1" minimum throw matching single cylinder deadbolt lock assembly. Install a bulb type weatherstripping. The owner shall select and approve the door prior to installation.	\$ <u>400 -</u>
3.	Replace Windows (11): 13 Remove and replace the <i>same size and style</i> windows located at: master bedroom (3); Middle Bedroom (3); Back Bedroom (2); Kitchen (3). The new windows shall be replacement type vinyl, dual glazed, windows to match the existing openings. Do not remove the wood trim around the existing windows. Secure the windows in a weather tight manner. Installation shall include all finishing elements associated with the replacement of the windows. Repair all surfaces affected by this work. The contractor shall verify opening size and color before ordering windows. Installation of new windows shall include the installation of new screens on the windows.	\$ <u>5,200</u>
	PROJECT TOTAL:	\$ <u>5,850 -</u> Estimate

NOTE:

All work shall include the protection of dwelling, fixtures and furnishings, as well as maintaining the premises clean at all times.

All debris resulting from any work conducted in connection with this contract shall be the property of the contractor, who is responsible for its timely removal and lawful disposal. Work site shall be maintained in a clean and orderly manner, and upon completion, property shall be left in a "broom clean" condition.

A. LICENSES, FEES, PERMITS AND CLEARANCES

The selected contractor is responsible for the obtaining all required approvals, permits, and inspections, and is required to possess a valid City of Huntington Park business license.

B. INSPECTIONS

The Contractor shall request all inspections and approvals of construction required by the City of Huntington Park. No item shall be considered completed until it has been inspected and approved by the City of Huntington Park.

C. WARRANTY

The Contractor shall assure the quality of materials and workmanship provided under the Contract for a period of one year. Upon notice from the City, the Contractor shall repair or remedy any defects in material or workmanship, and pay for any damage from such defects which may appear within the period of one year from the date of recordation of Notice of Completion. The Contractor shall furnish the Owner with all manufacturer's written guarantees and warranties covering materials and equipment furnished under Contract.

D. MATERIAL AND LABOR LIEN RELEASES

Process payments will be authorized and released by the City's authorized representatives only if invoice(s) is accompanied by weekly payroll reports and respective material and labor lien releases.

Under the guidelines for this program, homeowner(s) are responsible for the removal and replacement of rugs, draperies, coverings, and furniture as necessary.

NOTE: I HAVE REVIEWED THE ABOVE WORK DESCRIPTION AND SPECIFICATIONS AND UNDERSTAND THAT ANY CHANGES OR ADDITIONS MUST HAVE PRIOR APPROVAL BY THE CITY OF HUNTINGTON PARK TO BE ELIGIBLE FOR FUNDING. I ALSO UNDERSTAND THAT THE TOTAL COST OF REPAIRS CANNOT EXCEED THE AMOUNT AWARDED BY THE REVIEW COMMITTEE; THEREFORE ALL ITEMS INCLUDED ON THE ABOVE LIST MAY NOT BE COMPLETED UNDER THIS PROGRAM.

Homeowner Signature:	Date:
Homeowner Signature:	Date:

The undersigned, having become thoroughly familiar with the terms and conditions of the proposed Contract Documents and with local conditions affecting the performance and costs of the work at the place where the work is to be completed, and having fully inspected the site in all particulars, hereby proposed and agree to fully perform the work within the time stated and in strict accordance with the proposed Contract Document including furnishing of any and all labor, materials, services necessary equipment and to do all work required to construct, and complete said work in accordance with the Contract Documents for the sum of money as indicated on the Work Description and Bid Proposal Form and summarized as follows:

Fifty-Eight Hundred & Fifty ————— Dollars, (\$ 5850)
Price In Words Price In Numbers

If awarded the contract, the bidder agrees to present the following documents to the City of Huntington Park prior to the issuance of the Notice to Proceed: Valid certificates covering Property Damage, Liability, and Worker's Compensation insurance including the City of Huntington Park as additionally insured, and a copy of a valid Contractor's License.

It is further agreed that if awarded this contract, 10% of all requested payouts would be retained until the project is completed to the approval of the owner and all approving agents. Completion of this project will require 30 calendar days.

Contractor: JK CONSTRUCTION Doug McRae | Lic. No. & Class: 450097 B C Y

City of Huntington Park

Home Improvement Program

Signature:	<i>Joy McKeith</i>	Phone No.:	714 404-9846
Address:	<i>915 Lake 163 92648</i>		

SAM Search Results
List of records matching your search for :

Record Status: Active
DUNS Number: 938168101
Functional Area: Entity Management, Performance Information

ENTITY	JK CONSTRUCTION	Status:Active
DUNS: 938168101	+4:	CAGE Code: 75PZ4 DoDAAC:
Expiration Date: Apr 13, 2018	Has Active Exclusion?: No	Debt Subject to Offset?: No
Address: 915 LAKE ST City: HUNTINGTON BEACH ZIP Code: 92648-3571	State/Province: CALIFORNIA Country: UNITED STATES	

W-9

Form (Rev. January 2003)
 Department of the Treasury
 Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give form to the
requester. Do not
send to the IRS.

Print or Type Name See Specific Instructions on page 2	Name MCKINISH INC/JK CONSTRUCTION <small>Business name, if different from above</small>	
	Check appropriate box: <input type="checkbox"/> Individual/ <input checked="" type="checkbox"/> Sole proprietor <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Other ► <input type="checkbox"/> Exempt from backup <small>withholding</small>	
	Address (number, street, and apt. or suite no.) 915 LAKE STREET	Requester's name and address (optional)
	City, state, and ZIP code Huntington Beach, CA 92648	
	List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see How to get a TIN on page 3.

Note: If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number	or
------------------------	----

Employer identification number	or
--------------------------------	----

33-00044476

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. person (including a U.S. resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

Sign Here	Signature of U.S. person ► <i>Darryl McKinish</i>
-----------	---

Date ► **01-01-2018**

Purpose of Form

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

U.S. person. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee.

Note: If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Foreign person. If you are a foreign person, use the appropriate Form W-8 (see **Pub. 515, Withholding of Tax on Nonresident Aliens and Foreign Entities**).

Nonresident alien who becomes a resident alien.

Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the recipient has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.



CONTRACTORS STATE LICENSE BOARD



Contractor's License Detail for License # 450297

DISCLAIMER: A license status check provides information taken from the CSLB license database. Before relying on this information, you should be aware of the following limitations.

CSLB complaint disclosure is restricted by law (B&P 7124.6) If this entity is subject to public complaint disclosure, a link for complaint disclosure will appear below. Click on the link or button to obtain complaint and/or legal action information.

Per B&P 7071.17, only construction related civil judgments reported to the CSLB are disclosed.

Arbitrations are not listed unless the contractor fails to comply with the terms of the arbitration.

Due to workload, there may be relevant information that has not yet been entered onto the Board's license database.

Data current as of 2/28/2018 3:09:42 PM

Business Information

J K CONSTRUCTION
915 LAKE STREET
HUNTINGTON BEACH, CA 92648
Business Phone Number:(714) 404-9846

Entity Sole Ownership
Issue Date 12/19/1983
Expire Date 05/31/2018

License Status

This license is current and active.

All information below should be reviewed.

Classifications

C47 - MANUFACTURED HOUSING
B - GENERAL BUILDING CONTRACTOR

Bonding Information

Contractor's Bond

This license filed a Contractor's Bond with SURETEC INDEMNITY COMPANY.

Bond Number: 223287

Bond Amount: \$15,000

Effective Date: 01/01/2016

Contractor's Bond History

Workers' Compensation

This license is exempt from having workers compensation insurance; they certified that they have no employees at this time.

Effective Date: 03/28/2016

Expire Date: None

Workers' Compensation History

Other

Personnel listed on this license (current or disassociated) are listed on other licenses.



CONTRACTORS
STATE LICENSE BOARD
ACTIVE LICENSE



450297

Ent. INDIV

Business Name: J K CONSTRUCTION

Classification(s): C47 B

Expiration Date: 05/31/2018

www.csfb.ca.gov





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/01/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERs NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER		CONTACT NAME: Abir Walters PHONE (A/C, No. Ext): 714-943-2103 FAX (A/C, No.): E-MAIL: sales@aainsuranceonline.com ADDRESS: sales@aainsuranceonline.com	
		INSURER(S) AFFORDING COVERAGE INSURER A: Preferred Contractors Insurance Company	
		INSURER B: Wesco Insurance Company	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	
		NAIC #	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	<input checked="" type="checkbox"/>	PCA5026-PC252095	01/10/2018	01/10/2019	EACH OCCURRENCE	\$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 50,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO- JECT <input type="checkbox"/> LOC					MED EXP (Any one person)	\$ 5,000
	OTHER:					PERSONAL & ADV INJURY	\$ 1000,000
	AUTOMOBILE LIABILITY					GENERAL AGGREGATE	\$ 2,000,000
	ANY AUTO					PRODUCTS - COMP/OP AGG	\$ 2,000,000
	ALL OWNED AUTOS	<input checked="" type="checkbox"/> SCHEDULED AUTOS					\$
	HIRE AUTOS	<input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident)	\$
	UMBRELLA LIAB	<input checked="" type="checkbox"/> OCCUR				BODILY INJURY (Per person)	\$
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE				BODILY INJURY (Per accident)	\$
	DED <input type="checkbox"/> RETENTION \$					PROPERTY DAMAGE (Per accident)	\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	<input checked="" type="checkbox"/>				EACH OCCURRENCE	\$
A	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input checked="" type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A	WWC3252263	12/31/2107	12/31/2018	AGGREGATE	\$
						PER STATUTE	OTHE- ER
						E.L. EACH ACCIDENT	\$ 1000,000
						E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
						E.L. DISEASE - POLICY LIMIT	\$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The City of Huntington Park, its elected and appointed officials, officers, employees, agents, and volunteers are included as additional insured.

CERTIFICATE HOLDER		CANCELLATION	
City of Huntington Park Attn: Community Development Department 6550 Miles Avenue Huntington Park, CA 90255		SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.	
		AUTHORIZED REPRESENTATIVE Abir Walters	

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ATTACHMENT "C"

CITY OF HUNTINGTON PARK Minor Home Repair Program
Bid Evaluation
7302 California Ave

ITEM	Inhouse Estimate	Sarahang	Moreno	JK
1 Install Garage Door Opener	\$350.00	\$ 500	600	\$ 250
2 Replace Back Entry Door	\$500.00	\$ 1,500	575	\$ 400
3 Replace Widows (11)	\$6,650.00	\$ 6,000	5,800	\$ 5,200
TOTAL:	\$7,500.00	\$ 8,000	6,975	\$ 5,850
CONSTRUCTION BUDGET:	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00
OVER/UNDER:	\$0.00	\$500.00	\$525.00	\$1,650.00

13 Windows

Change Order No. 1

Replace 3 Egress Windows per Code		\$1,725.00
Carbon & Smoke Detectors		\$150.00
Strap Water Heater		\$125.00
New Gas line to stove		<u>\$50.00</u>
	New Total	\$7,900.00
	Owner Paid	(\$400)

Total Grant \$7,500



CITY OF HUNTINGTON PARK

City Council Agenda Report - City Attorney

July 3, 2018

Honorable Mayor and Members of the City Council
City of Huntington Park
6550 Miles Avenue
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

CONSIDERATION AND APPROVAL OF EMPLOYMENT AGREEMENT WITH RICARDO REYES AS CITY MANAGER

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Approve Agreement with Ricardo Reyes as City Manager; and Authorize the Mayor to execute Employment Agreement with Ricardo Reyes as City Manager on the terms set forth in the attached Agreement.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

In November 2017 the City Council retained Ricardo Reyes as Interim City Manager. Mr. Reyes has performed as the interim City Manager in an exemplary fashion. To maintain the continuity of the City's management services it is recommended that the City Council consider appointing Mr. Reyes to the permanent position.

FISCAL IMPACT/FINANCING

The annual salary for Mr. Reyes is consistent with the previous City Manager salary level.

CONCLUSION

Upon City Council approval, Mr. Ricardo Reyes will be appointed as permanent City Manager consistent with the terms contained in the attached agreement.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Arnold M. Alvarez-Glasman".

Arnold M. Alvarez-Glasman
City Attorney

ATTACHMENTS

Employment Agreement

2018
EMPLOYMENT AGREEMENT
(Engagement: City Manager)
(Parties: City of Huntington Park and Ricardo Reyes)

THIS EMPLOYMENT AGREEMENT ("Agreement") is made and entered into this 3rd day of July, 2018, by and between the CITY OF HUNTINGTON PARK ("CITY"), a California municipal corporation, and Ricardo Reyes ("REYES" and sometimes referred to herein as "Employee"), an individual. For the purposes of this Agreement CITY and REYES may be referred to collectively by the capitalized term "Parties." The capitalized term "Party" may refer to CITY or REYES interchangeably. This Agreement sets forth all terms and conditions of employment concerning the employment of REYES to the position of City Manager for the City of Huntington Park, California.

RECITALS

WHEREAS, CITY desires to employ the services of REYES as City Manager of CITY ("City Manager") and subject to the terms, conditions, and benefits set forth in this Agreement; and

WHEREAS, the City Council of the City of Huntington Park (the "Council") and REYES believe that an agreement negotiated between the City Council, on behalf of the City, and REYES can be mutually beneficial to the City, REYES, and the community they serve; and

WHEREAS, the Council and REYES believe an agreement will enhance the excellence and continuity of the management of the City for the benefit of its residents; and

WHEREAS, the City now desires to employ the services of REYES pursuant to the terms, conditions and provisions of this Agreement; and

WHEREAS, REYES has agreed to accept employment with the City, subject to the terms, conditions and provisions of this Agreement; and

WHEREAS, in accordance with the City of Huntington Park Municipal Code, both parties now desire to set forth the terms, conditions, and provisions of the employment relationship between City and REYES.

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

OPERATIVE PROVISIONS

1. Position, Duties and Term.

1.1 **Position.** REYES accepts employment with CITY as its City Manager and shall perform all functions, duties and services set forth in Section 1.4 [Duties] of this Agreement.

1.2 **Period of Employment/Commencement Date.** REYES employment with CITY shall be "at-will" pursuant to the provisions of Government Code section 36506. REYES employment shall be subject to the provisions of this Agreement and provisions applicable to the office of the City Manager contained in the CITY's Municipal Code, as it may be amended from time to time. The Commencement Date for REYES commencement to serve as City Manager shall be November 4, 2015.

1.3 **At-Will.** REYES acknowledges that he is an at-will employee of CITY who shall serve at the pleasure of the City Council at all times during the period of his service hereunder. To the extent they conflict with his at-will status, the terms of the CITY's personnel rules, policies, regulations, procedures, ordinances, and resolutions including, without limitation, CITY's Personnel Policies, as they may be amended or supplemented from time to time, shall not apply to REYES, and nothing in this Agreement is intended to, or does, confer upon REYES any right to any property interest in continued employment, or any due process right to a hearing before or after a decision by the City Council to terminate his employment, except as is expressly provided in Section 4 [Termination] of this Agreement. Nothing contained in this Agreement shall in any way prevent, limit or otherwise interfere with the right of CITY to terminate the services of REYES as provided in Section 4 [Termination]. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of REYES to resign at any time from this position with CITY, subject only to the provisions set forth in Section 4 [Termination] of this Agreement.

1.4 **Duties.** REYES shall serve as the City Manager and shall be vested with the powers, duties and responsibilities set forth in Section 2-3.405 of the Huntington Park Municipal Code, the terms of which are incorporated herein by reference, as may be amended from time to time. REYES shall provide service at the direction and under the supervision of the City Council. It is the intent of the Parties that the City Manager shall keep the City Council fully apprised of all significant ongoing operations of CITY. To that end, REYES shall report directly to the City Council and will periodically, or as may be otherwise specifically requested by the City Council, provide oral or written status reports to the City Council on his activities and those of CITY. Further, REYES shall consult with the City Council prior to hiring, firing, increasing, or decreasing compensation for any current or future CITY employee, agent, consultant, or independent contractor.

REYES' duties as City Manager shall include, but are not limited to:

- a. Attending all meetings of the City Council, including regular and special meetings, unless excused by the Mayor (or presiding officer if the Mayor is unavailable), and taking part in the discussion of all matters before the

City Council. The City Manager shall receive notice of all regular and special meetings of the City Council, and requests for occasional meetings with City Council member(s);

- b. Reviewing all agenda documents before preparing the agenda for any regular or special meetings of the City Council;
- c. Directing the work of all elective and appointive CITY officers and departments that are the concern and responsibility of the City Council, except those that are directly appointed by or report directly to the City Council. The City Manager shall endeavor to implement changes that the City Manager believes will result in greater efficiency, economy, or improved public service in the administration of CITY affairs;
- d. Recommending to the City Council from time to time the adoption of such measures as the City Manager may deem necessary or expedient for the health, safety, or welfare of the community or the improvement of administrative services;
- e. Conducting research in administrative practices in order to bring about greater efficiency and economy in CITY government and develop and recommend to the City Council long range plans to improve CITY operations and prepare for future CITY growth and development;
- f. Providing management training and developing leadership qualities among department heads and staff as necessary to build a CITY management team that can plan for and meet future changes;
- g. Exercising control of CITY government in emergencies as authorized by the CITY's Municipal Code and California law; and
- h. Participating in and involvement with local, regional, and statewide professional organizations beneficial to the CITY.

It is the intent of the City Council that the City Manager will function as the chief executive officer of the CITY's organization. REYES shall provide such other services as are customary and appropriate to the position of City Manager, together with such additional services assigned from time to time by the City Council as may be consistent with California law and the CITY's Municipal Code and policies. REYES shall devote his best efforts and attention to the performance of these duties. Notwithstanding REYES' duties as City Manager, nothing in this Agreement shall be construed to prohibit direct communications between the City Council and employees of the CITY in a manner consistent with the CITY's personnel rules, administrative policies and City Council policies.

1.5 Hours of Work. REYES shall devote the time necessary to adequately perform his duties as City Manager during the term of employment. REYES shall make himself available by telephone at all times to the City Council, CITY staff and members of the community. The

position of City Manager shall be deemed an exempt position under state and federal wage and hour laws. REYES shall not be entitled to any compensation for overtime.

1.6 Other Activity. In accordance with Government Code section 1126, during the period of his employment, REYES shall not accept, without the express prior written consent of the City Council, any other employment or engage, directly or indirectly, in any other business, commercial, or professional activity, whether or not for pecuniary advantage, that is or may be competitive with CITY, that might cause a conflict-of-interest with CITY, or that otherwise might interfere with the business or operation of CITY or the satisfactory performance of REYES' duties as City Manager.

1.7 Term. REYES' term of employment as City Manager shall commence on July 3, 2018 and continue to June 30, 2023 (referred hereinafter as the "Term") and the City Council reserves the sole discretion under this Agreement to extend the Term for an additional period of time as determined by the City Council.

2. Compensation and Benefits.

Effective for the duration the time periods covered by this agreement, City agrees to compensate REYES at an annual salary of \$191,000.00. REYES will not be entitled to any additional compensation including overtime compensation. However, REYES shall receive all benefits afforded to Department Heads in current City service; including without limitation vacation time, sick leave or other leave time, and any post-employment benefits to which the REYES shall be eligible. Furthermore, REYES shall receive annual increases in benefits and salary to the same rate/amount as received by other Department Heads. (Or as stated in the Non-Represented Employees Compensation and Benefit Plan).

In addition to the above-stated salary, REYES shall receive the following benefits:

- a. The City shall provide a cellular telephone for official use only during REYES' tenure under this Agreement.
- b. The City shall provide REYES with his choice of medical, dental, vision, long term disability and life insurance plans as provided to all other City employees. The City will pay its share and the EMPLOYEE's entire contribution rate (currently 9%) to the Public Employees Retirement System (CalPERS) fund under the corresponding formula designated by CalPERS.
- c. REYES shall be entitled to receive forty (40) hours per year of administrative leave. If this Agreement is extended to an additional year(s), any remaining administrative leave shall not carry forward to the following year(s).
- d. REYES shall be entitled to eight (8) hours of sick leave for every month of employment. In the last pay period of each fiscal year, one-half (50%) of the employee's unused accrued sick leave from that fiscal year (48 hours maximum), shall be cashed out by the City at the employee's regular rate of pay in effect on June 30th.

3. Taxes.

Employee shall be responsible for her federal, state, local or other taxes resulting from any compensation or benefits provided to him by the City under this Agreement. The City may withhold all federal, state, local or other taxes as may be required pursuant to law or governmental regulation or ruling from any compensation or benefits provided under this Agreement. The City shall not be liable (except in cases of City's errors or omissions) for any state or federal tax consequences to Employee, to any designated beneficiary hereunder, and/or to the heirs, administrators, executors, successors, and assigns of Employee. Employee shall assume sole liability for any state or federal tax consequences of this Agreement or any related agreement and agrees to indemnify and hold the City harmless from such tax consequences.

4. Termination.

4.1 Termination by City for Convenience.

- (a) Except as otherwise provided under Subsection (b) of this Section below, CITY may terminate REYES at any time for convenience and without cause, by providing REYES thirty (30) days prior written notice thereof together with the applicable "severance payment" provided for below. In lieu of providing thirty (30) days prior written notice of termination, CITY may place REYES on paid administrative leave status during the thirty (30) day notice period or any portion thereof. CITY may dismiss REYES notwithstanding anything to the contrary contained in or arising from any Employment Policies or past CITY practices relating to the employment, discipline, or termination of its employees. The "severance payment" shall be an amount equal to six (6) months base salary, less any and all applicable or legally required deductions. REYES shall also receive all applicable accrued vacation and/or sick leave and administrative/personal leave as provided herein together with any extension of benefits required under California law. The foregoing notwithstanding, in no event shall the "severance payment" include the payment of any sums prohibited pursuant to Government Code Section 53260 and any such sums shall be deducted from the "severance payment."
- (b) Within one hundred and eighty (180) calendar days of the swearing-in of a newly elected or appointed City Councilmember or Mayor, CITY may not act to terminate REYES for convenience as authorized under Subsection (a) of this Section, above. The foregoing notwithstanding, nothing in this Subsection (b), shall preclude CITY from terminating REYES employment for cause at any time as provided elsewhere under Section 4 of this Agreement.

4.2 Termination by Employee. REYES may terminate his employment for any reason, and at any time, with or without cause, by providing CITY with no less than thirty (30) days prior written notice. In such event, CITY shall have the option, in its complete discretion, to make REYES termination effective upon any date preceding the 30-day notice period, provided CITY pays REYES all compensation due and owing him through the last day actually worked, plus an amount equal to

the Base Salary REYES would have earned through the balance of the thirty (30) day notice period. REYES shall not receive a “severance payment” in the event he terminates his employment with CITY pursuant to this Section 4.

4.3 Termination for Cause by City. CITY may immediately terminate REYES employment with CITY and this Agreement at any time by providing REYES written notice of his termination for cause. No “severance payment” shall be paid in the event REYES employment is terminated for cause, except that CITY shall pay REYES for his accrued and unused vacation, sick and administrative leave, as provided for in this Agreement. For purposes of this Agreement, cause for termination shall include, but not be limited to, the following: (i) theft or attempted theft; (ii) material dishonesty; (iii) willful or persistent material breach of duties; (iv) engaging in unlawful discrimination or harassment of employees or any third party while on CITY premises or on CITY time; (v) conviction of either a felony, a criminal offense involving moral turpitude, or a felony or misdemeanor under the Political Reform Act or Government Code section 1090; and/or (vi) unauthorized absences. REYES expressly waives any right to any pre-termination or post-termination disciplinary, review or appeal proceedings set forth under CITY’s Employment Policies. REYES also expressly waives any right to any pre-termination or post-termination disciplinary, review or appeal proceedings set forth under the laws of the State of California or federal law, except to the extent that the contractual waiver contemplated herein is prohibited by applicable law.

4.4 Termination Obligations. REYES agrees that all property, including without limitation, all equipment, tangible, Proprietary Information (as defined below), documents, records, notes, contracts, and computer-generated materials furnished to or prepared by him incident to his employment are the property of CITY and shall be returned promptly to CITY upon termination of REYES employment. REYES obligations under this subsection shall survive the termination of his employment and the expiration or early termination of this Agreement. In addition, upon termination or separation REYES agrees that he shall not intentionally take any action or make any statement, to defame the reputation of the CITY, its present or future employees, including elected or appointed officials or agents of the CITY. CITY agrees that it shall not directly or indirectly cause or bring about the defamation of REYES’ professional or personal reputation or character by word or act.

4.5 Benefits Upon Termination. All benefits to which REYES is entitled under this Agreement shall cease upon REYES termination in accordance with this Section 4 (Termination), unless expressly continued under this Agreement, under any specific written policy or benefit plan applicable to REYES, or unless otherwise required by law.

4.6 Cessation of Work Due to Non-Permanent Illness or Injury. In addition to any right of termination set forth under Sections 4.1, above, CITY reserves the right to terminate REYES’ employment along with this Agreement if REYES ceases to work as a result of illness or injury: (i) which does not arise out of the course of employment; (ii) which does not limit a major life activity within the meaning of California’s Fair Employment and Housing Act; and (iii) where the cessation of work continues beyond a period of twenty (20) consecutive days beyond a period of thirty (30) consecutive days of incapacity due to the illness or injury.

4.7 Disability. In addition to any right of termination set forth under Section 4.1, above, CITY reserves the right to terminate REYES’ employment along with this Agreement after

REYES suffers any physical or mental disability that does not arise out of the course of employment and that prevents the performance of REYES' essential job duties, unless reasonable accommodation can be made to allow REYES to continue working. The foregoing notwithstanding, CITY may terminate REYES if the disability poses a direct threat to CITY, REYES or any other employees working for CITY and any reasonable accommodation attempted by CITY would not mitigate or eliminate such a threat.

4.8 Illness, Injury or Disability Arising Out of the Course of Employment. In the event REYES suffers a physical or mental disability arising out of the course of employment, CITY's ability to terminate REYES solely and exclusively on the basis of the illness, injury or disability shall be subject to applicable workers' compensation laws for the State of California, the Americans with Disabilities Act (42 U.S.C. § 12101 et seq.) and the California Fair Employment and Housing Act. Further, REYES' exclusive remedy or remedies against CITY for such illness, injury or disability shall be those legally required under the workers' compensation laws of the State of California.

4.9 Medical Examination. REYES agrees to submit to a medical and/or psychological examination by a qualified physician or psychiatrist selected by the CITY, in the event a decision must be made under Sections 4.6 through 4.8. CITY and REYES shall receive a copy of all medical reports related to the examination.

4.10 Death of Employee. This Agreement along with REYES' employment shall terminate automatically upon REYES' death.

5. Annual Evaluation.

At a time agreed upon by the City Council and REYES, the City Council will annually review and evaluate the performance of REYES as City Manager and may use an experienced professional outside facilitator mutually agreed upon by the City Council and REYES to do so. The purpose of the review shall be to provide REYES with feedback on his performance, including the performance of the duties set forth in Section 1.4 above, progress in meeting, achieving, or exceeding City Council defined goals, objectives, priorities, activities, and programs, and to identify areas requiring improvement and how such improvement may be accomplished. In conducting the performance evaluation and considering adjustments to REYES' compensation, the City Council may consider, among other things, REYES':

- a. overall performance as City Manager, including leadership and management skills;
- b. professional ethics;
- c. progress in meeting, achieving, or exceeding City Council defined goals, objectives, priorities, activities, and programs;
- d. involvement in local, regional, and statewide organizations beneficial to the CITY;

- e. the financial feasibility or desirability of authorizing any proposed adjustment to compensation in light of current and/or projected economic conditions, including whether the CITY is operating with a balanced budget;
- f. prevailing job market conditions and compensation trends; and
- g. such other factors as the City Council may find relevant.

The City Council shall at all times retain discretion to agree to or deny any proposed increase to REYES' compensation terms, notwithstanding the findings or determinations of any performance review. Failure of CITY to provide a performance evaluation shall not limit CITY's ability to terminate this Agreement pursuant to Section 5 [Termination].

6. Business Expenses.

The CITY shall reimburse REYES for all reasonable CITY related business expenses incurred by him in accordance with submittal, processing, and payment policies of the CITY.

7. Professional Membership and Training Expenses.

Upon obtaining prior consent from the City Council, CITY shall reimburse REYES for reasonable expenses associated with REYES' membership, training, and travel to participate in local, regional, and statewide organizations beneficial to the CITY.

8. Business Related Equipment

(a) CITY CELL PHONE AND IPAD. CITY shall provide REYES with a CITY-owned cellular phone, laptop or Apple iPad and requisite service plan for both, at no cost to REYES, in so far as such CITY-provided equipment is necessary for the performance of CITY related business and is, in fact, used exclusively for CITY business. REYES shall return the cellular phone and the laptop or iPad to the CITY upon the expiration or termination of this Agreement or upon request by the City Council. CITY shall have the right to inspect all equipment usage bills and demand compensation for any charges incurred in violation of this Agreement.

(b) PERSONAL CELLULAR PHONE. REYES acknowledges that, as of the Effective Date, he possesses a personal cellular phone and plan for his personal use and shall maintain such personal cellular phone and plan for the duration of this Agreement to ensure that usage of the CITY-provided cellular phone is strictly for CITY-related business.

(c) CELLULAR PHONE AND IPAD USE. REYES shall at all times follow applicable state or federal laws or regulations regarding the use of the CITY provided laptop or iPad and cellular telephone and will be subject to the CITY's usage policies for such equipment.

(d) PRIVACY. All the documents and information contained in, or transmitted from the CITY-provided cellular phone and laptop or iPad, including but not limited to text messages, voicemail messages, electronic mail messages and electronically stored documents, are the property of the CITY and may be accessed by the CITY at any time without notice to REYES. REYES

understands and acknowledges that he has no right to privacy when using the CITY -provided cellular phone or iPad.

9. Proprietary Information.

“Proprietary Information” means all information and any idea pertaining in any manner to the business of CITY and its respective officials, officers, employees, clients, consultants, or business associates, which was produced by any employee or agent of CITY in the course of his or her employment or otherwise produced or acquired by or on behalf of CITY. Proprietary Information shall include, without limitation, trade secrets, product ideas, inventions, processes, formulae, data, know-how, software and other computer programs, copyrightable material, marketing plans, strategies, sales, financial reports, forecasts and customer lists. All Proprietary Information not generally known outside of CITY’s organization, and all Proprietary Information so known only through improper means, shall be deemed “Confidential Information.” During his employment by CITY, EMPLOYEE shall use Proprietary Information, and shall disclose Confidential Information, only for the benefit of CITY and as is or may be necessary to perform his job responsibilities under this Agreement. Following termination, EMPLOYEE shall not use any Proprietary Information and shall not disclose any Confidential Information, except with the express written consent of CITY. EMPLOYEE obligations under this Section shall survive the termination of his employment and the expiration of this Agreement.

10. Conflict Of Interest.

EMPLOYEE shall not, during the term of this Agreement, individually, as a partner, joint venture, officer or shareholder, invest or participate in any business venture conducting business in the corporate limits of CITY, except for stock ownership in any company whose capital stock is publicly held and regularly traded, without prior approval of the City Manager. EMPLOYEE shall also be subject to the conflict of interest provisions of the Government Code of the State of California, the City’s Municipal Code, and any other conflict of interest regulations applicable to EMPLOYEE employment with the City. For and during the Term of this Agreement and any extension term, EMPLOYEE further agrees that except for a personal residence or residential property acquired or held for future use as his personal residence, EMPLOYEE will not invest in any other real estate or property improvements within the corporate limits of CITY without the prior consent of the City Manager.

GENERAL PROVISIONS

11. Notices. All notices, requests, demands and other communications under this Agreement shall be in writing and shall be effective upon delivery by hand or three (3) business days after deposit in the United States mail, postage prepaid, certified or registered, and addressed to CITY at the address below, and or at the last known address maintained in EMPLOYEE personnel file. EMPLOYEE agrees to notify CITY in writing of any change in his address during his employment with CITY. Notice of change of address shall be effective only when accomplished in accordance with this Section.

CITY's Notice Address:
City of Huntington Park
6550 Miles Avenue
Huntington Park, California 90255
Attn: Mayor and City Clerk

City Manager's Address: [Deliver to last updated address in personnel file]

12. Indemnification.

Subject to, in accordance with, and to the extent provided by the California Tort Claims Act (Government Code Section 810 et seq.) CITY will indemnify, defend, and hold EMPLOYEE harmless from and against any action, demand, suit, monetary judgment or other legal or administrative proceeding, and any liability, injury, loss or other damages, arising out of any negligent act or omission occurring during the Term of this Agreement or any extension term. The City shall have the discretion to compromise or settle any such claim, demand or action and pay the amount of any settlement or judgment rendered thereon. Notwithstanding the foregoing, the City shall have no duty to indemnify, defend, or hold EMPLOYEE harmless from any criminal proceeding, or with regard to any civil, criminal or administrative proceeding initiated by him.

13. Bonding.

CITY shall bear the full cost of any fidelity or other bonds required of the Chief of Police under any laws or ordinance.

14. Entire Agreement.

This Agreement is intended to be the final, complete, and exclusive statement of the terms of EMPLOYEE employment by CITY. This Agreement supersedes all other prior and contemporaneous agreements and statements, whether written or oral, express or implied, pertaining in any manner to the employment of EMPLOYEE, and it may not be contradicted by evidence of any prior or contemporaneous statements or agreements. To the extent that the practices, policies, or procedures of CITY, now or in the future, apply to EMPLOYEE and are inconsistent with the terms of this Agreement, the provisions of this Agreement shall control. However, as noted in Section 2.8 above, EMPLOYEE shall be eligible to participate in any other CITY programs/employment benefits to the extent they are offered to non-represented CITY employees.

15. Amendments.

This Agreement may not be amended except in a written document signed by EMPLOYEE, approved by CITY and signed by City Attorney.

16. Waiver.

Failure to exercise any right under this Agreement shall not constitute a waiver of such right.

17. Assignment.

EMPLOYEE shall not assign any rights or obligations under this Agreement. CITY may, upon prior written notice to EMPLOYEE, assign its rights and obligations hereunder.

18. Severability.

If any court of competent jurisdiction holds any provision of this Agreement to be invalid, unenforceable, or void, the remainder of this Agreement shall remain in full force and effect.

19. Governing Law.

This Agreement shall be governed by and construed in accordance with the laws of the State of California and the Parties agree that venue shall be in Los Angeles County, California.

20. Interpretation.

This Agreement shall be construed as a whole, according to its fair meaning, and not in favor of or against any party. By way of example and not in limitation, this Agreement shall not be construed in favor of the party receiving a benefit nor against the party responsible for any particular language in this Agreement. Captions are used for reference purposes only and should be ignored in the interpretation of the Agreement. This Agreement may be altered, amended or modified only by an instrument in writing; executed by the parties to this Agreement and by no other means. Each party waives their future right to claim, contest, or assert that this Agreement was modified, cancelled superseded or changed by any oral agreement, course of conduct, waiver or estoppel.

21. Acknowledgment.

EMPLOYEE acknowledges that he has had the opportunity to consult legal counsel in regard to this Agreement, that he has read and understands this Agreement, that he is fully aware of its legal effect, and that he has entered into it freely and voluntarily and based on his own judgment and not on any representations or promises other than those contained in this Agreement.

IN WITNESS WHEREOF, CITY has caused this Agreement to be signed and executed on its behalf by its Mayor and duly attested to by its City Clerk, and EMPLOYEE has signed and executed this Agreement, as of the date first indicated above.

CITY OF HUNTINGTON PARK

EMPLOYEE

By: _____
Jhonny Pineda, Mayor

By: _____
Ricardo Reyes

APPROVED AS TO FORM:

ATTEST:

By: _____
City Attorney

By: _____
Donna Schwartz, City Clerk



CITY OF HUNTINGTON PARK

Finance Department
City Council Agenda Report

July 3, 2018

Honorable Mayor and Members of the City Council
City of Huntington Park
6550 Miles Avenue
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

CONSIDERATION AND APPROVAL OF RESOLUTIONS ADOPTING THE CITY OF HUNTINGTON PARK'S FISCAL YEAR 2018-19 OPERATING AND CAPITAL IMPROVEMENT PROGRAM (CIP) BUDGET AND OTHER RELATED ACTIONS AND ESTABLISHING THE APPROPRIATION LIMIT FOR THE FISCAL YEAR BEGINNING JULY 1, 2018 AND ENDING JUNE 30, 2019

IT IS RECOMMENDED THAT THE CITY COUNCIL ADOPT:

1. Resolution No. 2018-15, Adopting a Budget for the Fiscal Year Commencing July 1, 2018 and ending June 30, 2019, Making Appropriations for the Conduct of City of Huntington Park Government, Establishing Policies for the Administration of the Adopted Budget, and for other Budget Related Purposes; and
2. Resolution No. 2018-16, Establishing the Appropriation Limit Pursuant to the Provision of the California Constitution Article XIIIIB for the Fiscal Year Beginning July 1, 2018 and ending June 30, 2019.

Presented for City Council's consideration and adoption is the City of Huntington Park's Fiscal Year 2018-19 Annual Operating and Capital Improvement Program Budget.

A summary of Estimated Revenues and Appropriations (Expenditures) by Fund are attached to the budget resolution as Exhibit A. A complete listing of full-time positions and part-time positions is attached to the budget resolution as Exhibit B. The complete Fiscal Year 2018-19 Operating and Capital Improvement Program (CIP) Budget is attached as Exhibit C.

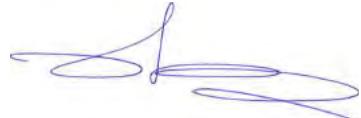
A presentation detailing the Fiscal Year 2018-19 Estimated Revenues and Appropriations will be presented to the City Council during the July 3, 2018 City Council Meeting.

**CONSIDERATION AND APPROVAL OF RESOLUTIONS ADOPTING THE CITY OF
HUNTINGTON PARK'S FISCAL YEAR 2018-19 OPERATING AND CAPITAL
IMPROVEMENT PROGRAM (CIP) BUDGET AND OTHER RELATED ACTIONS AND
ESTABLISHING THE APPROPRIATION LIMIT FOR THE FISCAL YEAR BEGINNING
JULY 1, 2018 AND ENDING JUNE 30, 2019**

July 3, 2018

Page 2 of 2

Respectfully submitted,



RICARDO REYES
Acting City Manager



NITA MCKAY
Director of Finance

ATTACHMENT(S)

- A. Resolution No. 2018-15.
- B. Resolution No. 2018-16.

ATTACHMENT “A”

RESOLUTION NO. 2018-15

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
HUNTINGTON PARK, CALIFORNIA, ADOPTING A BUDGET
FOR THE FISCAL YEAR COMMENCING JULY 1, 2018 AND
ENDING JUNE 30, 2019 MAKING APPROPRIATIONS FOR
THE CONDUCT OF CITY OF HUNTINGTON PARK
GOVERNMENT, ESTABLISHING POLICIES FOR THE
ADMINISTRATION OF THE ADOPTED BUDGET, AND FOR
OTHER BUDGET RELATED PURPOSES**

WHERAS, the City Manager has submitted to the City Council a proposed budget detailing an expenditure plan and estimated revenues for funding such expenditure plan for the upcoming Fiscal Year beginning July 1, 2018 and ending June 30, 2019; and,

WHEREAS, the City Council desires to establish certain procedures relating to the overall administration of the adopted budget for the Fiscal year commencing July 1, 2018 and ending June 30, 2019.

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

SECTION 1. That the entire budget document and its contents attached hereto, marked Exhibit "C" (Revenues and Expenditures summarized in Exhibit "A") and made a part hereof by this reference, is hereby considered, passed and adopted as the annual appropriation of the City of Huntington Park for obligations and expenditures to finance the operations of the City of Huntington Park for the Fiscal Year commencing July 1, 2018 and ending June 30, 2019; and

SECTION 2. That the following procedures are hereby established to govern the administration of the budget for Fiscal Year commencing July 1, 2018 and ending June 30, 2019.

- I. Authorized Positions: The positions as they appear in Exhibit "B" and made part hereof by this reference, are authorized and approved for the fiscal year commencing July 1, 2018 and ending June 30, 2019.
- II. Limitation of Expenditures: Subject to the further provisions of the Resolution, the appropriations provided for herein constitute the maximum amounts authorized for obligation and/or expenditure. The City Manager and each Department Director/Chief/Head shall be responsible for ensuring that the maximum amounts provided for herein are not exceeded. Additional appropriations shall be made only by official action of the City Council.
- III. Control of Expenditures: All obligations and expenditures shall be incurred and made in the manner provided by pursuant to State Laws

1 and City ordinances, resolutions and all financial and procurement
2 policies without exception.

3 IV. Creation of Funds: Each and every Fund listed in the attached
4 preliminary budget is hereby created, continued, established, and/or
5 reestablished as the case may be, and each Fund shall constitute a
6 distinct accounting entity.

7 V. Budgeted Funds: This annual budget resolution shall apply to all funds
8 except for new appropriations for which legislative action by the City
9 Council is required.

10 VI. Budget Adjustments within Funds: Transfers of amounts herein
11 appropriated with departments, between departments and within the
12 various funds herein created shall require the approval of the City
13 Manager or the Finance Director **provided** that the total appropriation
14 for each Fund is not exceeded.

15 VII. Budgetary Fund Balances: The transfer of any amount from one Fund to
16 another Fund and/or the appropriation of funds from Fund Balances
17 shall only be made pursuant to this budget resolution or subsequent
18 official action of the City Council. Such transfer and/or appropriations
19 shall be considered amendments to the budget for the Fiscal Year
20 commencing July 1, 2018 and ending June 30, 2019.

21 **SECTION 3.** That **certain** unexpended balances for previously authorized
22 construction/improvement work and purchase orders for goods and services that
23 has been initiated but not completed at June 30, 2018 or at the close of the Fiscal
24 Year 2017/18 as determined by the Finance Director, may be carried over **provided**
25 that the Department Director/Chief/Head has taken care and action to initiate such
26 encumbrance requests for the Fiscal Year beginning July 2018 and ending June
27 2019.

28 **SECTION 4.** This Resolution shall take effect upon adoption. The City
Clerk shall certify to the adoption of this Resolution.

29 **PASSED, APPROVED AND ADOPTED** this 3rd day of July, 2018.

30 Jhonny Pineda, Mayor

31 ATTEST:

32 Donna G. Schwartz, CMC
33 City Clerk

Exhibit "A"
City of Huntington Park
FY 2018/19 Proposed Budget

Fund	Description	FY 2018/19 Estimated Revenues	FY 2018/19 Proposed Appropriations
General Fund			
111	General Fund	34,432,344 \$ 34,432,344	34,432,344 \$ 34,432,344
Special Revenue & Entitlement Funds			
114	Special Events Contributions	25,500	84,000
120	DNA ID	2,333	10,000
121	Inmate Welfare	15,000	10,000
122	Prevention Intervention	-	103,407
123	Board of Corrections - LEAD	-	226,685
124	Auto Theft Prevention	153,121	153,121
152	Greenway Linear Park Project	4,650,000	4,650,000
206	CFP iPark Pay Station	545,300	-
207	CFP Signal Synchronization	936,927	936,927
209	CFP City Street Resurfacing	249,057	249,057
210	Measure M	819,475	-
216	Employees Retirement	3,688,657	3,929,650
219	Sales Tax Transit Prop A	1,455,107	1,350,808
220	Sales Tax Transit Prop C	964,088	1,037,708
221	State Gasoline Tax	1,854,992	1,589,029
222	Measure R	736,686	745,345
224	Office of Traffic & Safety	6,000	-
225	Cal Cops	143,861	90,000
226	Air Quality Improvement Trust	81,586	95,800
227	Office of Criminal Justice	29,000	-
229	Police Forfeiture	212,000	503,576
231	Parking System	738,200	732,257
232	Art in Public Places	67,989	73,580
233	Bulletproof Vest Grant	15,000	-
239	Federal CDBG	985,934	985,934
242	HUD HOME Program	271,669	271,669
246	Lead Based Hazardous Paint Program	727,482	727,482
252	ABC Grant	45,262	33,435
287	Solid Waste Recycle Grant	31,600	31,600
334	Ped/Bike Path	40,259	23,720
535	Street Light & Landscape Assessment	1,719,672 \$ 21,211,757	1,902,418 \$ 20,547,208
Internal Service Funds			
217	OPEB	1,930,000	1,930,000
741	Fleet Maintenance	639,110	639,110
745	Risk Management	2,670,791 \$ 5,239,901	2,670,791 \$ 5,239,901
Enterprise Funds			
283	Sewer Maintenance Fund	294,152	284,164
285	Solid Waste Management	166,048	53,380
681	Water Department Fund	5,719,848 \$ 6,180,048	5,305,585 \$ 5,643,129
Fiduciary Funds			
275	Redevelopment Property Tax Trust	12,860,855	12,860,855
475	Public Financing Authority	3,423,600 \$ 16,284,455	1,147,052 \$ 14,007,907
Proposed Revenues and Expenditures		\$ 83,348,505	\$ 79,870,489

Exhibit "B"
City of Huntington Park
FY 2018-19
Summary of Proposed Positions

Department	Position Title	Fiscal Year 2018-19	Proposed
City Council			
City Council		5	
Administrative Assistant to the City Council		1	
Total		6	
City Manager			
City Manager		1	
Executive Assistant		1	
Administrative Assistant to the City Manager		1	
Graduate Management Intern (P/T)		1	
Office Assistant (P/T)		2	
Total		6	
City Manager - Federal Funding and Grants Division			
Management Analyst		1	
Senior Management Analyst		1	
Office Assistant II		1	
Total		3	
City Clerk			
City Clerk		1	
Jr. Deputy City Clerk		1	
Office Assistant (P/T)		1	
Total		3	
Community Development			
Director of Community Development		1	
Senior Planner		1	
Associate Planner		1	
Assistant Planner		1	
Permit Technician		1	
Code Enforcement Officer		3	
Code Enforcement Supervisor		1	
Management Analyst		1	
Graduate Management Intern (P/T)		1	
Total		11	

Exhibit "B"
City of Huntington Park
FY 2018-19
Summary of Proposed Positions

Department	Position Title	Fiscal Year 2018-19 Proposed
Human Resources		
Human Resources Assistant	1	
Administrative Specialist	1	
Office Assistant I (P/T)	1	
Total	3	
Finance		
Director of Finance	1	
Finance Manager	1	
Budget Analyst	1	
Senior Accountant	1	
Accountant	1	
Business License Enforcement	1	
Finance Technician	2	
Finance Assistant I	3	
Finance Assistant II	1	
Management Analyst	1	
Office Assistant I (P/T)	1	
Total	14	
Parks and Recreation		
Director of Parks & Recreation	1	
Management Analyst	1	
Recreation Manager	1	
Recreation Supervisor	3	
Recreation Coordinator	2	
Recreation Specialist (P/T)	2	
Recreation Leader/Assistant Rec Leader (P/T)	32	
Total	42	
Police - Sworn		
Chief of Police	1	
Police Lieutenant	3	
Police Lieutenant (Acting)	1	
Police Sergeant	8	
Senior Officer	20	
Police Officer	25	
PD Lieutenant (Professional Standards P/T)	1	
Police Sergeant (Fire Range Master P/T)	1	
Total	60	

Exhibit "B"
City of Huntington Park
FY 2018-19
Summary of Proposed Positions

Department	Position Title	Fiscal Year 2018-19
		Proposed
Police (Non-Sworn)		
	Communications Operator Supervisor	1
	Communications Operator	6
	Communications Operator (P/T)	2
	Property & Evidence Specialist	1
	Administrative Assistant to the Chief of Police	1
	Animal Enforcement Officer	1
	Community Service Officer	1
	Jailer	4
	Jailer Supervisor	1
	Parking Enforcement Officer	6
	Police Records Coordinator	1
	Police Records Clerk	4
	Administrative Specialist	1
	Administrative Secretary	1
	Police Cadets (P/T)	20
	Graduate Management Intern (P/T)	2
	Total	53
Public Works		
	Director of Public Works	1
	Staff Analyst - Field Services	1
	Public Works Supervisor	3
	Recycling Coordinator	1
	Journeyman Electrician	2
	Equipment Mechanic	2
	Administrative Secretary	1
	Facility Repair Specialist	1
	Maintenance Worker	7
	Storekeeper	1
	Graduate Management Intern (P/T)	1
	General Laborer (P/T)	6
	General Laborer (P/T) (Temporary)	3
	Total	30
	Grand Total	231

City of Huntington Park



**Fiscal Year 2018-19
Proposed Budget**

City of Huntington Park
List of Principal Officials

CITY COUNCIL

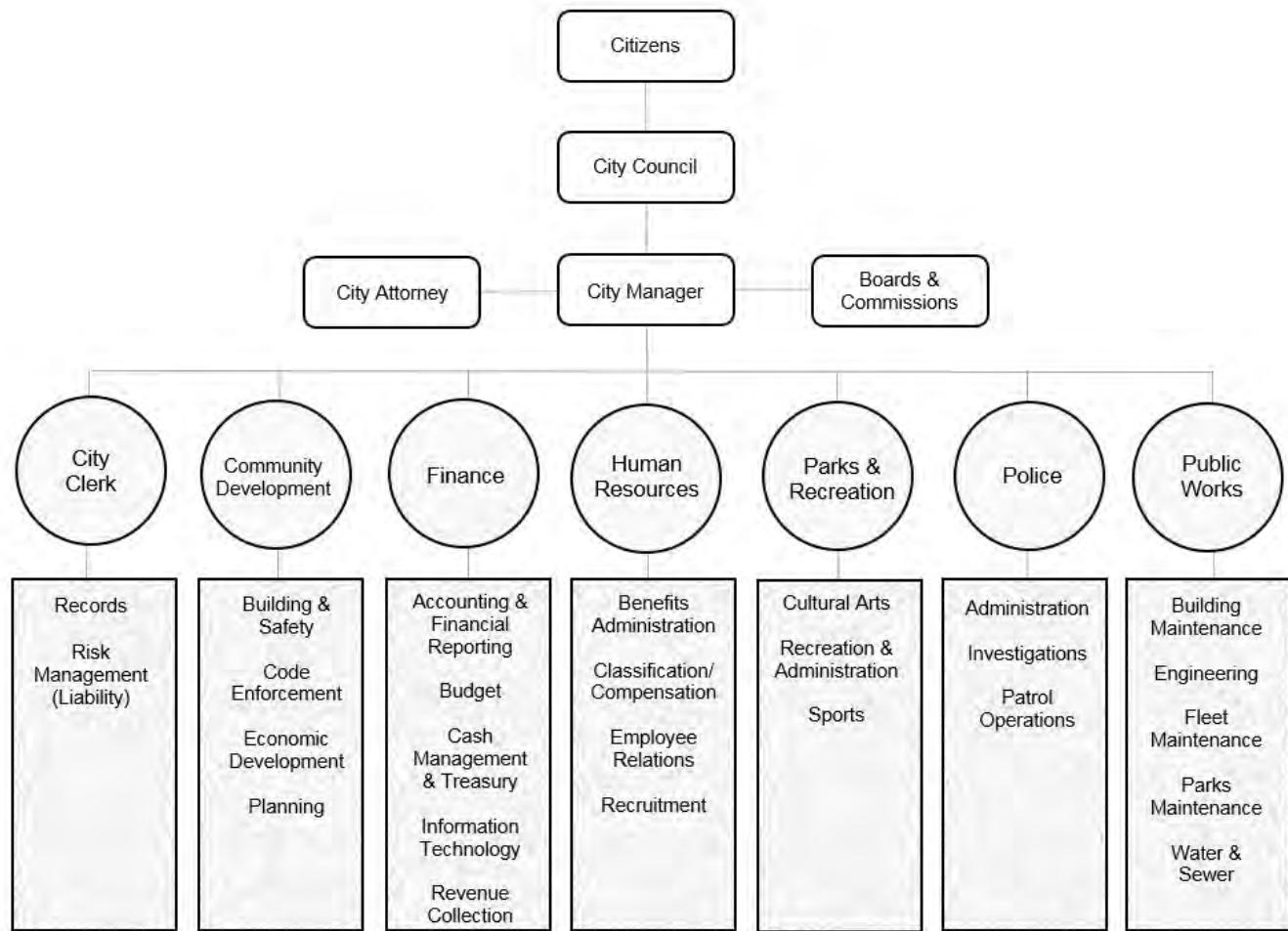
Mayor	Jhonny Pineda
Vice Mayor	Karina Macias
Council Member	Graciela Ortiz
Council Member	Marilyn Sanabria
Council Member	Manuel "Manny" Avila

ADMINISTRATION AND DEPARTMENT HEADS

City Manager.....	Ricardo Reyes
City Clerk.....	Donna G. Schwartz
Director of Community Development.....	Sergio Infanzon
Director of Human Resources (Acting).....	Nita McKay
Director of Finance	Nita McKay
Director of Parks and Recreation	Cynthia Norzagaray
Chief of Police	Cosme Lozano
Director of Public Works.....	Daniel Hernandez



City Organizational Chart



City of Huntington Park
Summary of Resources and Requirements
Fiscal Year 2018-19

FUND TYPE/DESCRIPTION	Beginning Balance July 2018	Resources		
		Estimated Revenue	Transfers In	Total Resources
General Fund:				
General Fund	\$ 1,914,699	\$ 32,199,944	\$ 2,232,400	\$ 34,432,344
Special Revenue Funds:				
Special Events Contributions	124,109	25,500	-	25,500
DNA ID	35,308	2,333	-	2,333
Inmate Welfare	80,722	15,000	-	15,000
Prevention Intervention	213,165	-	-	-
Board of Corrections - LEAD	(24,830)	-	-	-
Auto Theft Prevention	-	153,121	-	153,121
Greenway Linear Park Project	-	4,650,000	-	4,650,000
Call for Projects iPark Pay Station	-	545,300	-	545,300
Call for Projects Signal Syncronization	-	936,927	-	936,927
Call for Projects City Street Resurfacing	-	249,057	-	249,057
Measure M	-	819,475	-	819,475
Employees' Retirement	2,988,262	3,688,657	-	3,688,657
Sales Tax-Transit Proposition A	(83,551)	1,455,107	-	1,455,107
Sales Tax-Transit Proposition C	95,743	964,088	-	964,088
State Gasoline Tax	781,088	1,854,992	-	1,854,992
Measure R	2,117,898	736,686	-	736,686
Office of Traffic & Safety	(9,838)	6,000	-	6,000
Cal Cops	307,806	143,861	-	143,861
Air Quality Improvement Trust	85,704	81,586	-	81,586
Office of Criminal Justice	29,000	29,000	-	29,000
Police Forfeiture	291,576	212,000	-	212,000
Parking System	(674,133)	738,200	-	738,200
Art in Public Places	73,471	67,989	-	67,989
Bullet Proof Vest Grant	1,500	15,000	-	15,000
Federal Community Development Block Grant	-	935,681	-	985,934
HUD Home Program	8,404,553	271,669	-	271,669
Lead Based Hazardous Paint Program	-	727,482	-	727,482
ABC Grant (Alcohol Beverage Control Sting Ops)	(89,330)	45,262	-	45,262
Solid Waste Recycle Grant	91,241	31,600	-	31,600
Ped/Bike Path Fund	(94,279)	40,259	-	40,259
Street Light & Landscape Assessment	993,782	1,719,672	-	1,719,672
Special Revenue Funds Total:	15,738,967	21,161,504	-	21,211,757
Enterprise Funds:				
Sewer Maintenance	909,454	294,152	-	294,152
Solid Waste Management	298,098	166,048	-	166,048
Water Enterprise Fund	4,976,652	5,719,848	-	5,719,848
Enterprise Funds Total:	6,184,204	6,180,048	-	6,180,048
Internal Service Funds:				
OPEB	353,252	1,930,000	-	1,930,000
Fleet Maintenance	432,288	639,110	-	639,110
Risk Management	1,419,441	2,670,791	-	2,670,791
Internal Service Funds Total:	2,204,981	5,239,901	-	5,239,901
Fiduciary Funds:				
Public Financing Authority	3,862,015	3,423,600	-	3,423,600
Successor Agency	4,534,615	12,860,855	-	12,860,855
Fiduciary Funds Total:	8,396,630	16,284,455	-	16,284,455
Grand Total	\$ 34,439,481	\$ 81,065,852	\$ 2,232,400	\$ 83,348,505

City of Huntington Park
Summary of Resources and Requirements
Fiscal Year 2018-19

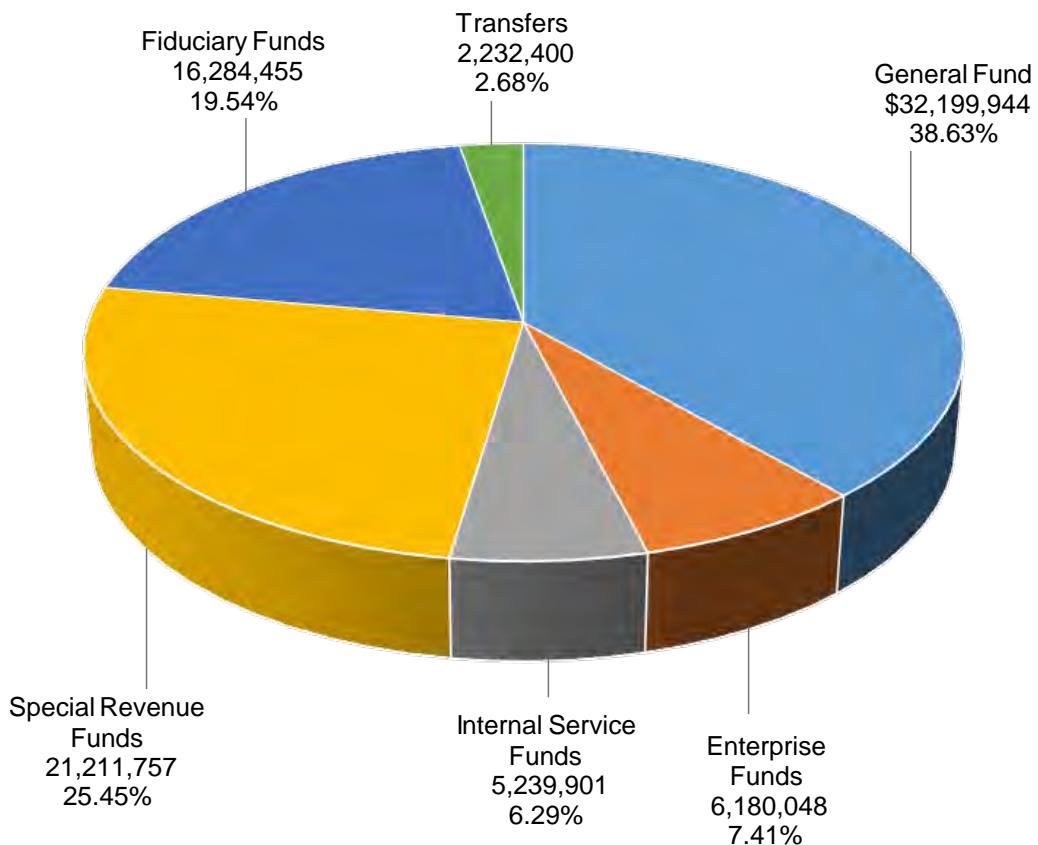
Requirements						Surplus (Deficit)	Ending Balance June 2019
Salaries & Benefits	Maintenance & Operations	Capital Equipment	Capital Projects	Transfers Out	Total Requirements		
\$ 19,007,802	\$ 10,846,159	\$ 11,350	\$ 2,941,860	\$ 1,625,173*	\$ 34,432,344	\$ -	\$ 1,914,699
-	48,000	-	36,000	-	84,000	(58,500)	65,609
-	5,000	5,000	-	-	10,000	(7,667)	27,641
-	10,000	-	-	-	10,000	5,000	85,722
98,407	-	5,000	-	-	103,407	(103,407)	109,758
171,685	-	55,000	-	-	226,685	(226,685)	(251,515)
153,121	-	-	-	-	153,121	-	-
-	-	-	4,650,000	-	4,650,000	-	-
-	-	-	-	-	-	545,300	545,300
14,622	-	-	922,305	-	936,927	-	-
13,262	-	-	235,795	-	249,057	-	-
-	-	-	-	-	-	819,475	819,475
59,159	2,270,491	-	-	1,600,000	3,929,650	(240,993)	2,747,269
76,084	1,274,724	-	-	-	1,350,808	104,299	20,748
297,753	739,955	-	-	-	1,037,708	(73,620)	22,123
411,134	730,395	47,500	400,000	-	1,589,029	265,963	1,047,051
72,341	637,004	-	36,000	-	745,345	(8,659)	2,109,239
-	-	-	-	-	-	6,000	(3,838)
-	-	90,000	-	-	90,000	53,861	361,667
-	35,800	60,000	-	-	95,800	(14,214)	71,490
-	-	-	-	-	-	29,000	58,000
425,076	28,500	50,000	-	-	503,576	(291,576)	-
349,098	310,759	-	-	72,400	732,257	5,943	(668,190)
-	59,700	-	13,880	-	73,580	(5,591)	67,880
-	-	-	-	-	-	15,000	16,500
360,237	623,947	1,750	-	-	985,934	-	-
34,669	237,000	-	-	-	271,669	-	8,404,553
131,482	143,000	3,000	450,000	-	727,482	-	-
30,435	3,000	-	-	-	33,435	11,827	(77,503)
8,000	23,600	-	-	-	31,600	-	91,241
-	23,720	-	-	-	23,720	16,539	(77,740)
60,226	1,573,192	69,000	-	200,000	1,902,418	(182,746)	811,036
2,766,791	8,777,787	386,250	6,743,980	1,872,400	20,547,208	664,549	16,403,516
25,789	248,375	10,000	-	-	284,164	9,988	919,442
41,681	11,699	-	-	-	53,380	112,668	410,766
449,174	4,472,411	24,000	-	360,000	5,305,585	414,263	5,390,915
516,644	4,732,485	34,000	-	360,000	5,643,129	536,919	6,721,123
1,930,000	-	-	-	-	1,930,000	-	353,252
256,610	337,500	45,000	-	-	639,110	-	432,288
65,909	2,601,882	3,000	-	-	2,670,791	-	1,419,441
2,252,519	2,939,382	48,000	-	-	5,239,901	-	2,204,981
-	1,147,052	-	-	-	1,147,052	2,276,548	6,138,563
40,326	12,820,529	-	-	-	12,860,855	-	4,534,615
40,326	13,967,581	-	-	-	14,007,907	2,276,548	10,673,178
\$ 24,584,082	\$ 41,263,394	\$ 479,600	\$ 9,685,840	\$ 2,232,400	\$ 79,870,489	\$ 3,478,016	\$ 37,917,497

* Committed to Fund Balance for Financial Sustainability



Revenues

<u>Revenues</u>	<u>Fiscal Year 2016-17 Actual</u>	<u>Fiscal Year 2017-18 Budget</u>	<u>Fiscal Year 2018-19 Adopted</u>
General Fund	\$ 26,003,255	\$ 27,525,287	\$ 32,199,944
Special Revenue Funds	14,497,332	16,898,798	21,211,757
Internal Service Funds	4,598,062	5,472,788	5,239,901
Enterprise Funds	6,181,081	6,142,200	6,180,048
Fiduciary Funds	9,434,482	12,986,119	16,284,455
Transfers	4,855,946	1,260,000	2,232,400
Total	\$ 65,570,158	\$ 70,285,192	\$ 83,348,505



Total Revenues Budget: \$83,348,505

Revenues

	2015-16 Actual	2016-17 Actual	2017-18 Amended	2018-19 Proposed
<u>GENERAL FUND</u>				
PROPERTY TAXES				
Property Tax Secured	884,785	925,772	990,719	963,173
Real Property Transfer	95,192	96,624	102,000	100,527
Home Owner Tax Relief	5,427	5,216	24,482	5,427
RDA Pass Through	12,245	34,173	50,000	-
Penalties & Interest Delinquent	1,155	(1,577)	3,110	-
PROPERTY TAXES TOTAL	998,804	1,060,208	1,170,311	1,069,127
SALES TAX				
Sales & Use Tax	5,849,967	6,470,679	6,952,500	6,911,493
In-Lieu	1,306,430	-	-	-
Public Safety Augmentation	170,863	175,351	191,206	185,000
Measure S Sales Tax	-	-	-	4,589,860
SALES TAX TOTAL	7,327,260	6,646,030	7,143,706	11,686,353
UTILITY USER'S TAX				
Utility User's Tax	3,920,658	3,812,334	4,100,000	3,990,000
Prepaid Wireless	207,445	483,521	450,000	484,500
Telephone UUT	1,560,651	1,324,823	1,600,000	1,574,722
UTILITY USER'S TAX TOTAL	5,688,754	5,620,677	6,150,000	6,049,222
MOTOR VEHICLE LICENSE FEES				
Motor Vehicle In-Lieu Pmt	5,324,124	5,572,113	5,800,000	6,030,538
Motor Vehicle License Fee	23,931	26,753	26,750	27,834
MOTOR VEHICLE LICENSE FEES TOTAL	5,348,055	5,598,866	5,826,750	6,058,372
LICENSES AND PERMITS				
Animal License	24,947	22,254	25,908	23,153
Building	466,896	339,751	375,000	459,000
Plumbing	226	146	1,020	-
Electrical	180	-	1,020	-
Misc. Building	148	-	14,178	-
Occupancy Permit	14,661	12,200	10,600	12,700
Fireworks Fee	3,348	3,367	3,500	3,500
Burglar Alarm Fees	33,005	17,409	35,700	18,121
LICENSES AND PERMITS TOTAL	543,411	395,127	466,926	516,474
COMMUNITY DEVELOPMENT FEES				
Plan Check	209,835	407,453	335,000	335,000
Engineering Plan Check	-	30,318	36,000	5,100
SMIP FEES	1,951	1,736	2,000	5,100
SMIP FEES	408	440	500	1,020
Dispensaries Fee	-	8,604	-	113,700
Zoning & Subdivision	134,047	228,355	260,000	237,581
Residential Pre-Sale Inspection	18,160	18,360	18,360	19,102
Engineering Permits	109,041	158,221	150,000	180,000
COMMUNITY DEVELOPMENT FEES TOTAL	473,443	853,488	801,860	896,603

Revenues

	2015-16 Actual	2016-17 Actual	2017-18 Amended	2018-19 Proposed
BUSINESS LICENSE				
Business	1,214,026	1,261,333	1,500,000	1,312,291
Processing Fee Business	84,125	111,189	112,000	114,200
SB1186-Disability Access	3,005	4,348	4,080	4,590
Application/RFP Process	162,000	-	-	-
BUSINESS LICENSE TOTAL	1,463,156	1,376,871	1,616,080	1,431,081
OTHER GOVERNMENTAL REVENUE				
Home Loan Payment-CR	-	-	800	-
Federal Snack Program	37,786	14,080	39,600	-
STC Training for Corrections	-	1,599	275	-
Standard Training	2,476	-	16,208	-
A.B.C Multi Agency Grant	47,813	-	-	-
Senior Meal Program	-	-	-	10,000
OTHER GOVERNMENTAL REVENUE TOTAL	88,075	15,679	56,883	10,000
CHARGES FOR SERVICES				
Special Police Services	62,028	75,433	69,870	78,481
Vehicle Impound Release	85,736	108,168	100,000	112,538
Towing Admin Fees	2,305	67,806	50,000	70,546
Booking Fee City of Vernon	49,160	50,485	45,900	52,524
Animal Various Services	987	666	1,304	1,500
Residential Trash	(489)	2,902	-	-
UPW Admin Reimb	50,000	50,000	50,000	50,000
UPW Bulky Reimb	25,000	25,000	25,000	25,000
IC Inspection	-	17,670	-	30,000
Reimbursements	16,246	162,687	60,000	61,200
Damage to City Property	2,837	7,057	6,500	5,000
L.A. Impact Reimbursement	6,276	-	-	-
ISD Miles Library	(7,497)	7,497	7,497	7,497
State Mandated Costs	221,624	21,051	25,000	21,902
From Dept of Corrections	2,333	-	-	-
Staff Time P.D.	47,074	20,007	35,190	50,000
StaffTime Other Depts	9,851	-	10,000	10,000
CHARGES FOR SERVICES TOTAL	573,472	616,428	486,261	576,188
PARKS AND RECREATION FEES				
Sports Youth	56,101	59,083	60,000	55,000
Splash Pad Fees	-	-	-	23,760
Sports Adult	21,608	16,202	15,000	12,500
Personnel Fees	69,006	74,121	70,000	71,400
Pre-School	18,782	2,380	3,000	3,060
Special Interest	73,367	50,390	66,300	51,000
Scholarship Donations	-	(220)	-	-
Excursions	2,130	1,875	2,040	2,550
Facility Fees	228,417	242,753	225,000	229,500
Passes	26,094	19,160	19,380	19,934
Arts & Culture Contribution	-	48	-	-
Misc Revenue	35,382	17,503	20,000	18,000
PARKS AND RECREATION FEES TOTAL	530,887	483,295	480,720	486,704

Revenues

	2015-16 Actual	2016-17 Actual	2017-18 Amended	2018-19 Proposed
FINES AND FORFEITURES				
Welfare Inmate	577	383	510	1,500
Administrative Hearing Fee	23,111	23,820	36,312	24,782
Citations	1,473,669	1,602,253	1,750,000	1,666,984
Local Municipal Court	11,323	16,835	15,000	17,515
Vehicle Code Fines	65,383	49,411	40,000	40,000
FINES AND FORFEITURES TOTAL	1,574,063	1,692,701	1,841,822	1,750,781
MISCELLANEOUS REVENUE				
Evidence Forfeiture	15,886	-	-	-
Claims and Judgements	-	25,500	10,000	-
Sale of Real Estate	13,150	-	-	-
Property Room.COM	18,015	26,350	10,000	-
DTSC Loan	800,000	-	-	-
Collection Agency	-	-	130	-
Special Events	-	7,000	5,000	20,000
Cash Short/Over	(31)	266	-	277
Miscellaneous Income	443,310	76,144	56,600	172,000
Income	214	-	200	-
NSF Fees	100	175	250	180
Residential Trash	55	(45)	-	-
Tree Program	40,359	-	-	-
MISCELLANEOUS REVENUE TOTAL	1,331,059	135,390	82,180	192,457
INVESTMENT AND RENTAL INCOME				
Interest Income	34,620	91,921	408	5,539
Rents & Concessions	53,066	17,618	15,000	18,329
Lease Payment	20,000	-	-	-
Metro Transit Lease	6,000	62,400	62,400	62,400
Public Phone Commission	3,269	228	500	-
INVESTMENT AND RENTAL INCOME TOTAL	116,955	172,167	78,308	86,268
TRANSFERS IN				
Pension Tax	500,000	550,000	600,000	1,600,000
Water	220,000	260,000	360,000	360,000
Parking System	150,000	-	100,000	72,400
Street Lights	-	-	200,000	200,000
Risk Management	-	4,042,685	-	-
Police Department Grants	1,796	3,261	-	-
TRANSFERS IN TOTAL	871,796	4,855,946	1,260,000	2,232,400
FRANCHISE FEE				
Franchise Fee	1,160,364	1,254,778	1,248,480	1,305,471
FRANCHISE FEE TOTAL	1,160,364	1,254,778	1,248,480	1,305,471
TRANSIENT OCCUPANCY TAX				
Transient Occupancy Tax	69,748	81,549	75,000	84,843
TRANSIENT OCCUPANCY TAX TOTAL	69,748	81,549	75,000	84,843
GENERAL FUND TOTAL	28,159,302	30,859,201	28,785,287	34,432,344

Revenues

	2015-16 Actual	2016-17 Actual	2017-18 Amended	2018-19 Proposed
SPECIAL REVENUE FUNDS				
SPECIAL EVENTS CONTRIBUTIONS				
Interest Income	543	1,262	600	-
Special Event	12,800	28,019	20,000	25,500
SPECIAL EVENTS CONTRIBUTIONS TOTAL	13,343	29,281	20,600	25,500
DNA ID				
County of L.A.	4,680	2,100	10,000	2,000
Interest Income	150	320	-	333
DNA ID TOTAL	4,830	2,420	10,000	2,333
INMATE WELFARE				
Welfare Inmate	8,064	6,450	12,000	15,000
Interest Income	306	594	-	-
INMATE WELFARE TOTAL	8,370	7,044	12,000	15,000
PREVENTION INTERVENTION				
AB109-Prevention Intervention	40,816	213,273	-	-
SERMET \$50,000	-	50,000	-	-
Interest Income	-	2,425	-	-
PREVENTION INTERVENTION TOTAL	40,816	265,698	-	-
BOARD OF CORRECTIONS - LEAD				
Interest Income	-	168	-	-
Cadet Program	-	25,000	-	-
BOARD OF CORRECTIONS - LEAD TOTAL	-	25,168	-	-
AUTO THEFT PREVENTION				
Auto Theft Prevention	-	-	145,000	153,121
AUTO THEFT PREVENTION TOTAL	-	-	145,000	153,121
GREENWAY LINEAR PARK PROJECT				
Greenway Linear Park Project	-	-	-	4,650,000
GREENWAY LINEAR PARK PROJECT TOTAL	-	-	-	4,650,000
IPARK PAY STATION				
I Park Pay Station	-	-	250,000	545,300
IPARK PAY STATION TOTAL	-	-	250,000	545,300
SIGNAL SYNCHRONIZATION				
Signal Synchronization	-	-	368,000	936,927
SIGNAL SYNCRONIZATION TOTAL	-	-	368,000	936,927
CITY STREET RESURFACING				
City Street Resurface	-	-	863,904	249,057
CITY STREET RESURFACING TOTAL	-	-	863,904	249,057
MEASURE M				
Measure M	-	-	-	819,475
MEASURE M TOTAL	-	-	-	819,475

Revenues

	2015-16 Actual	2016-17 Actual	2017-18 Amended	2018-19 Proposed
EMPLOYEES' RETIREMENT				
Secured	2,400,728	2,706,562	2,818,444	2,897,900
Home Owner Tax Relief	34,389	34,475	34,000	35,867
RDA Pass Through	1,447,604	487,423	-	726,730
Penalties & Interest Delq	14,660	15,861	17,000	16,502
Interest Income	5,041	11,205	5,000	11,658
EMPLOYEES' RETIREMENT TOTAL	3,902,422	3,255,526	2,874,444	3,688,657
SALES TAX- TRANSIT PROPOSITION A				
Prop A	1,065,561	1,082,288	1,107,904	1,162,289
MTA Bus Passes	31,600	30,990	30,000	32,500
Dial-A-Ride Services	665	1,670	27,000	1,737
Fixed Route Fares	69,546	74,350	78,000	77,353
National Transit Database	88,010	63,933	70,000	66,516
Interest Income	302	1,549	1,000	1,612
Lease Payment	1,000	4,000	6,000	6,000
Fuel Reimbursement	-	13,100	26,475	86,700
Maintenance Reimbursement	914	3,039	45,000	20,400
SALES TAX- TRANSIT PROPOSITION A TOTAL	1,257,598	1,274,918	1,391,379	1,455,107
SALES TAX- TRANSIT PROPOSITION C				
Prop C	889,087	903,442	918,978	964,088
Downtown Pedestrian Impro	-	1,855,044	-	-
Interest Income	1,411	244	-	-
Fuel Reimbursement	-	-	33,158	-
Income	-	24,088	-	-
SALES TAX- TRANSIT PROPOSITION C TOTAL	890,498	2,782,817	952,136	964,088
STATE GASOLINE TAX				
Fund 2105	303,922	335,551	347,096	341,884
Fund 2106	191,556	200,501	214,435	202,957
Fund 2107	394,275	425,424	448,398	424,177
Fund 2107.5	-	7,500	7,500	7,500
Road and Maint Rehab SB1	-	-	-	346,000
2103	243,397	159,390	239,000	455,266
Prop 1B Apportionment	-	-	-	67,508
Interest Income	4,885	9,745	4,500	9,700
STATE GASOLINE TAX TOTAL	1,138,035	1,138,111	1,260,929	1,854,992
MEASURE R				
CicLAvia	417,839	140,311	-	-
Pacific Blvd Reimb	278,831	-	-	-
Street Project	663,292	673,459	689,247	723,081
Interest Income	4,831	13,077	6,000	13,605
Property Room.COM	8,600	-	-	-
Fuel Reimbursement	-	-	24,367	-
MEASURE R TOTAL	1,373,393	826,847	719,614	736,686
OFFICE OF TRAFFIC & SAFETY				
OTS STEP	15,676	30,334	140,000	-
Vehicle Impound PT0703	5,743	6,173	6,000	6,000
Interest Income	73	109	-	-
OFFICE OF TRAFFIC & SAFETY TOTAL	21,492	36,615	146,000	6,000

Revenues

	2015-16 Actual	2016-17 Actual	2017-18 Amended	2018-19 Proposed
CAL COPS FUND				
Interest Income	671	1,596	800	1,661
Income	114,618	129,324	125,000	142,200
CAL COPS FUND TOTAL	115,289	130,920	125,800	143,861
AIR QUALITY IMPROVEMENT TRUST				
AB2766	73,970	76,260	73,000	79,340
Interest Income	6,479	2,158	1,500	2,246
AIR QUALITY IMPROVEMENT TRUST TOTAL	80,449	78,418	74,500	81,586
OFFICE OF CRIMINAL JUSTICE				
JAG 2013	40,289	38,323	-	-
JAG 2014	-	(180)	-	-
JAG 2015	-	29,214	-	-
JAG 2016	-	19,993	29,000	29,000
OFFICE OF CRIMINAL JUSTICE TOTAL	40,289	87,349	29,000	29,000
POLICE FORFEITURE FUND				
L.A. Impact Reimbursement	10,559	9,538	-	-
Treasury Fed Asset	97,632	184,256	300,000	212,000
Auto Theft Prevent (TRAP)	-	5,409	-	-
Interest Income	4,060	7,299	-	-
POLICE FORFEITURE FUND TOTAL	112,251	206,502	300,000	212,000
PARKING SYSTEM FUND				
Meter Revenue	1,025,553	549,862	1,000,000	738,200
PARKING SYSTEM FUND TOTAL	1,025,553	549,862	1,000,000	738,200
ART IN PUBLIC PLACES				
Art In Pblc Place Assessment	119,950	58,120	55,000	66,300
Interest Income	434	1,624	750	1,689
ART IN PUBLIC PLACES TOTAL	120,384	59,744	55,750	67,989
BULLETPROOF VEST GRANT				
Bullet Proof Vest	4,856	(6,613)	16,500	15,000
BULLETPROOF VEST GRANT TOTAL	4,856	(6,613)	16,500	15,000
COMMUNITY DEVELOPMENT BLOCK GRANT				
HCDA	766,032	1,316,599	1,889,673	985,934
Home Loan Payment-CR	-	4,500	-	-
Miscellaneous Income	197	-	-	-
COMMUNITY DEVELOPMENT BLOCK GRANT TOTAL	766,229	1,321,099	1,889,673	985,934
HUD HOME PROGRAM				
County Grant	189,863	140,541	1,934,889	271,669
Miscellaneous Income	692	152,185	-	-
HUD HOME PROGRAM TOTAL	190,555	292,726	1,934,889	271,669

Revenues

	2015-16 Actual	2016-17 Actual	2017-18 Amended	2018-19 Proposed
LEAD BASED HAZARDOUS PAINT				
County Grant	82,250	302,811	688,226	727,482
LEAD BASED HAZARDOUS PAINT TOTAL	82,250	302,811	688,226	727,482
ALCOHOLIC BEVERAGE CONTROL				
A.B.C Multi Agency Grant	-	43,504	-	45,262
ALCOHOLIC BEVERAGE CONTROL TOTAL	-	43,504	-	45,262
SOLID WASTE RECYCLE GRANT				
Beverage Container Grant	-	31,233	15,160	15,300
Used Oil Recycling Grant	32,192	16,498	16,498	16,300
Interest Income	146	478	-	-
SOLID WASTE RECYCLE GRANT TOTAL	32,338	48,209	31,658	31,600
PED/BIKE PATH				
TDA/Bike Path	-	85,459	38,796	40,259
Interest Income	193	-	-	-
PED/BIKE PATH FUND 334 TOTAL	193	85,459	38,796	40,259
STREET LIGHT & LANDSCAPE ASSESSMENT				
Measure L	1,617,347	1,646,579	1,696,700	1,713,100
Interest Income	3,310	6,317	3,300	6,572
Miscellaneous Income	120	-	-	-
STREET LIGHT & LANDSCAPE ASSESSMENT TOTAL	1,620,777	1,652,896	1,700,000	1,719,672
ENTERPRISE FUNDS				
SEWER MAINTENANCE				
Sewer Maintenance	288,945	306,340	285,000	289,000
Interest Income	2,255	4,952	2,200	5,152
SEWER MAINTENANCE TOTAL	291,200	311,291	287,200	294,152
SOLID WASTE MANAGEMENT				
UPW Admin Reimb	158,108	158,062	160,000	164,448
Interest Income	433	1,529	-	1,590
Miscellaneous Income	10	10	500	10
SOLID WASTE MANAGEMENT TOTAL	158,551	159,601	160,500	166,048
WATER FUND				
Water	5,478,820	5,594,995	5,600,000	5,600,000
Meter Services	52,229	42,115	35,000	43,817
Delinquent Charges	26,970	26,790	27,000	27,872
Meter Recalibration	1,800	200	500	208
Interest Income	8,567	22,808	10,000	23,729
Reimbursements	-	1,513	1,500	1,574
Stand By Charges	23,787	21,082	20,000	21,934
Miscellaneous Income	(535)	686	500	714
WATER FUND TOTAL	5,591,638	5,710,189	5,694,500	5,719,848

Revenues

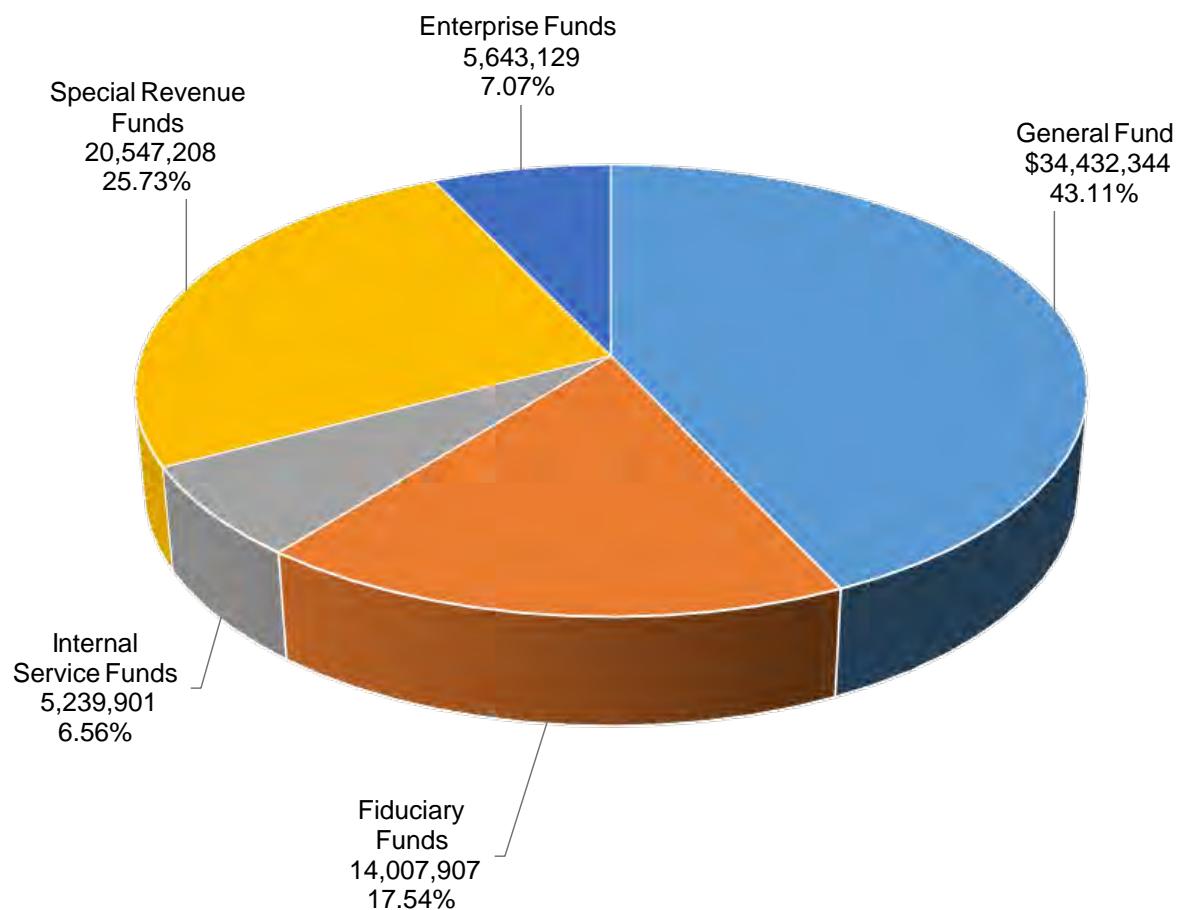
	2015-16 Actual	2016-17 Actual	2017-18 Amended	2018-19 Proposed
<u>INTERNAL SERVICE FUNDS</u>				
OTHER POST-EMPLOYMENT BENEFITS				
Interest Income	3,177	677	-	-
Pension Tax	-	2,453	2,731	2,903
General Fund	1,316,929	1,378,726	1,672,855	1,734,698
Water	42,570	46,679	49,782	52,145
Sewer	4,005	3,913	3,766	2,992
Solid Waste	11,135	7,275	4,047	2,592
Risk Management	9,916	14,194	-	-
Prop C Sales Tax	26,681	21,293	13,328	14,175
Prop A Sales Tax	9,710	9,492	10,063	8,870
Measure R	5,346	8,620	7,771	8,399
Gas Tax	124,979	112,345	47,536	47,708
HOME	-	5,315	-	-
CDBG	-	49,406	-	-
PD AF	8,159	-	-	-
LBPHCIP-Lead Base	-	11,661	19,647	-
Street Light Assessment	-	2,453	3,176	6,006
Parking System	66,588	65,234	48,265	44,827
Fleet Maintenance	17,812	19,664	-	-
Successor Agency	35,689	6,280	4,533	4,685
Reimbursements	1,700	-	-	-
OTHER POST-EMPLOYMENT BENEFITS TOTAL	1,684,396	1,765,680	1,887,500	1,930,000
FLEET MAINTENANCE				
Interest Income	627	2,245	-	-
General Fund	723,773	549,928	676,492	639,110
Parking System	-	3,118	-	-
FLEET MAINTENANCE TOTAL	724,400	555,291	676,492	639,110
RISK MANAGEMENT				
Interest Income	16,141	13,050	-	-
Pension Tax	-	3,006	3,985	1,323
General Fund	1,691,762	1,792,567	2,576,802	2,332,272
Risk Management	1,425	17,396	-	-
Water	51,069	57,200	72,633	244,843
Sewer	4,806	4,804	5,495	22,163
Solid Waste	13,357	8,917	5,904	2,607
Prop C Sales Tax	31,998	39,264	38,262	12,650
Prop A Sales Tax	11,654	11,643	14,683	4,044
Measure R	6,412	9,152	11,337	3,829
Gas Tax	150,060	118,214	69,358	21,750
HOME	563	6,087	-	-
CDBG	3,409	62,983	-	-
PD AF	9,784	-	-	-
LBPHCIP-Lead Base	-	14,292	28,666	-
Street Light Assessment	-	3,006	4,634	2,738
Signal Synchronization	-	-	-	-
Parking System	78,343	83,191	70,422	20,436
Fleet Maintenance	21,794	24,095	-	-
Successor Agency	40,527	7,698	6,615	2,136
Miscellaneous Income	2,623	525	-	-
RISK MANAGEMENT TOTAL	2,135,727	2,277,091	2,908,796	2,670,791

Revenues

	2015-16 Actual	2016-17 Actual	2017-18 Amended	2018-19 Proposed
<u>FIDUCIARY FUNDS</u>				
PUBLIC FINANCING AUTHORITY				
Interest Income	-	5,843	-	-
Reimbursements	-	130,634	3,251,828	3,423,600
PUBLIC FINANCING AUTHORITY TOTAL	-	136,477	3,251,828	3,423,600
SUCCESSOR AGENCY				
RPTTF ALLOCATION	9,278,068	8,948,269	9,679,700	9,621,355
Interest Income	9,249	13,243	-	-
Rental Southland Steel	75,663	189,012	54,591	3,239,500
Heritage Plaza	95,339	-	-	-
Miscellaneous Income	2,360,532	147,481	-	-
SUCCESSOR AGENCY TOTAL	11,818,851	9,298,005	9,734,291	12,860,855

Expenditures

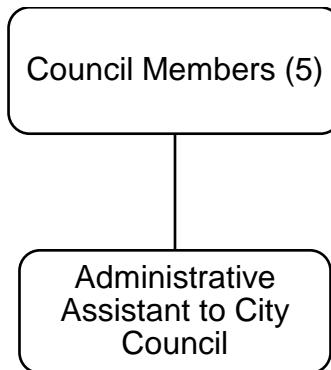
Expenditures	Fiscal Year 2016-17 Actual	Fiscal Year 2017-18 Budget	Fiscal Year 2018-19 Proposed
General Fund	\$ 26,513,978	\$ 31,374,832	\$ 34,432,344
Special Revenue Funds	15,995,879	21,491,548	20,547,208
Internal Service Funds	4,638,947	5,738,288	5,239,901
Enterprise Funds	4,577,574	5,598,668	5,643,129
Fiduciary Funds	15,291,892	10,654,228	14,007,907
Total	\$ 67,018,270	\$ 74,857,564	\$ 79,870,489



Total Expenditures Budget: \$79,870,489

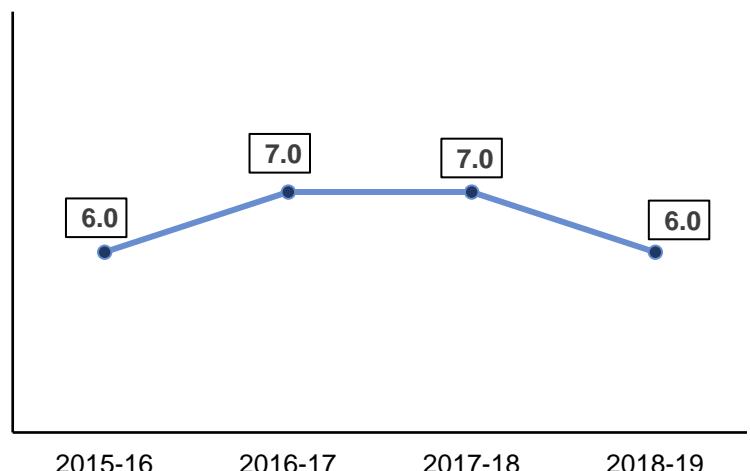


Organizational Chart by Position



2018-19 Positions

	Proposed Budget
Council	5
General	1
Total Positions	6



City Council

Mission Statement

Dedicated to improving the quality of life for the residents of our community, in an environment of excellence, with financial integrity, and with mindfulness of the impact on our taxpayers.

Departmental Oversight

- City Attorney
- City Manager
- Boards & Commissions

Responsibilities

The Council makes policy determinations, approves agreements and contracts, adopts ordinances, resolutions (local laws) and regulations, and authorizes all expenditures of City Funds. In addition, the City Council reviews and adopts an annual City Budget.

Major Accomplishments 2017-18

- ❖ Establish the Huntington Park Community Revitalization Investment Authority (CRIA) in order to provide the City with a significant economic development tool
- ❖ Successfully complete the second phase of the Pacific Boulevard Revitalization Project
- ❖ Assist with the establishment of marquee businesses currently in the process of locating within the City of Huntington Park including Costco, CVS, Smart and Final, Starbucks and Metropolitan Theatres.
- ❖ Complete the City's new schools policy in a way that provides a fair balance between the City's residential quality of life, public safety and economic development with the school proponent's desire to create new campuses in the City
- ❖ Continue to implement safety measures at City Hall and other city facilities that will serve to create a welcoming and secure atmosphere for employees and guests alike
- ❖ Continue to collaborate with various groups to promote civic engagement

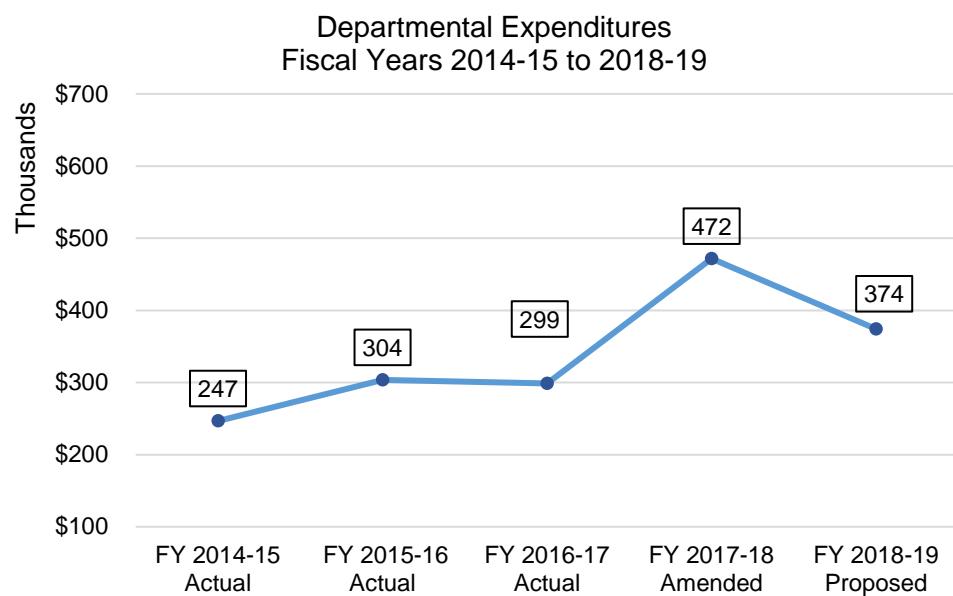
City Council

<u>Expenditure/Expense Classification</u>	<u>2015-16 Actual</u>	<u>2016-17 Actual</u>	<u>2017-18 Amended Budget</u>	<u>2018-19 Proposed Budget</u>
<u>Salaries & Benefits</u>				
Salaries Permanent/Full Time	128,024	127,238	177,156	129,468
Salaries Temporary/Part Time	15,952	9,667	-	-
Additional Pay	2,133	2,100	4,200	2,100
Allowances	-	60	1,440	720
Overtime	1,109	1,742	1,900	1,500
Sick Leave Buy Back	1,226	1,226	1,226	1,226
PARS/PERS Retirement	21,323	15,438	21,371	18,541
CalPERS Unfunded Liability	-	14,414	25,259	34,132
Fringe Benefits	38,734	60,623	90,348	90,606
Medicare	2,167	2,072	2,697	1,958
Salary & Benefits Total	210,668	234,580	325,597	280,251
<u>Maintenance & Operations</u>				
Office Equipment Maintenance	1,717	2,444	4,200	4,200
Professional/Contractual Services	21,854	-	-	-
Professional Development	24,374	8,759	32,360	39,500
Material and Supplies	10,178	8,744	10,500	8,500
Telephone & Wireless	5,894	3,465	6,720	6,720
Council Meeting Expenses	5,019	8,928	7,520	7,520
Maintenance & Operations Total	69,036	32,340	61,300	66,440
<u>Internal Service Charges</u>				
Workers' Compensation	7,774	8,542	18,699	12,874
General Liability	16,220	23,049	44,115	14,704
Internal Service Charges Total	23,994	31,591	62,814	27,578
<u>Capital Outlay</u>				
Equipment	-	129	21,965	-
Capital Outlay Total	-	129	21,965	-
Total Expenditures/Expenses	303,698	298,640	471,676	374,269

TOTAL BY FUND

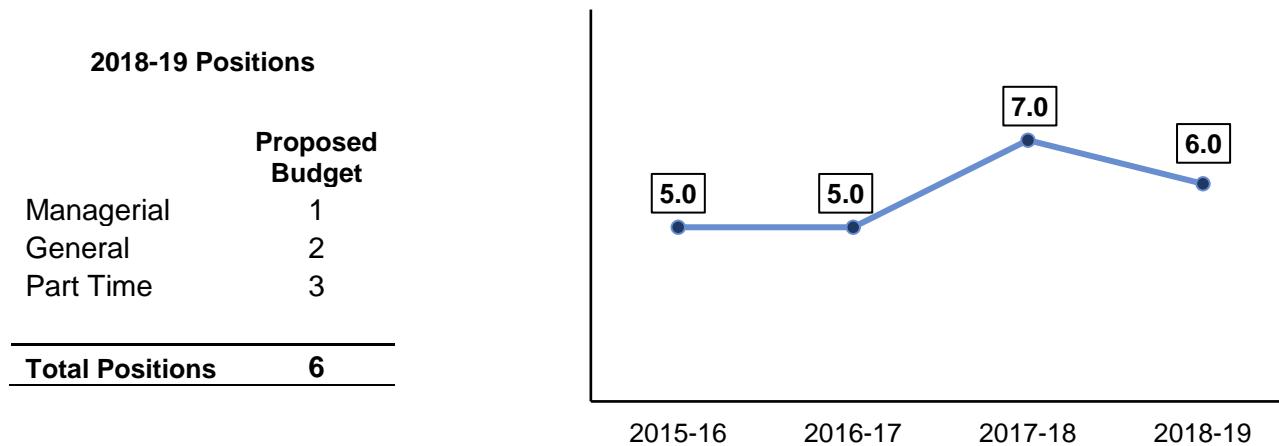
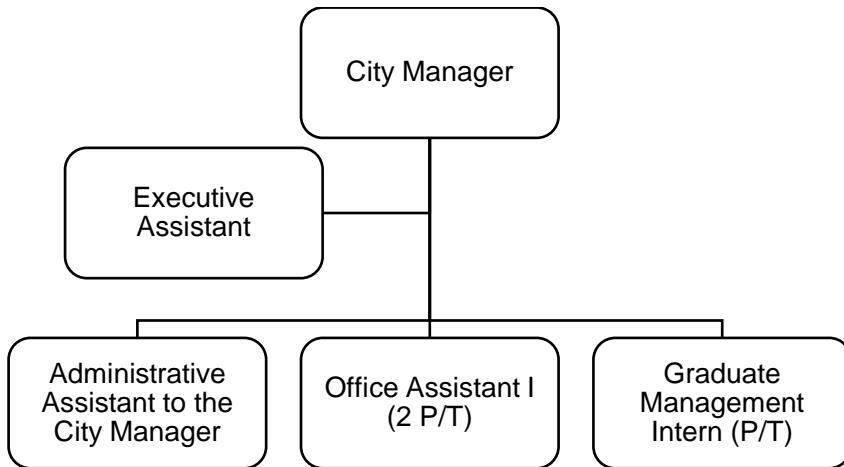
<u>FUND TITLE</u>	<u>AMOUNT</u>
GENERAL	374,269
TOTAL CITY COUNCIL BY FUND	374,269

City Council



City Manager

Organizational Chart by Position



City Manager

Mission Statement

To oversee all quality of life aspects for the residents of the City of Huntington Park with professional public administration that is responsive, effective, and efficient and spearhead the implementation and application of City Council policies and directives through the delivery of high quality municipal services through department managers and staff.

Departmental Oversight

- City Clerk
- Community Development
- Finance
- Human Resources
- Parks & Recreation
- Police
- Public Works

Responsibilities

The City Manager oversees general operations of the various city departments. The City Manager identifies, promotes and practices a high standard of ethics and values and proactively provides guidance and expertise to the City Council on issues and matters of importance to the City's operations. Provides information in a timely and consistent manner by updating and adding information to the City website and social media platforms to better disseminate information to the community. Identifies efficiencies and areas of improvement within the organization.

Major Accomplishments 2017-2018

- ❖ Secured \$4.7 million in Urban Greening Grants funds from the California Natural Resources Agency for the City's Greenway Project
- ❖ Hired a new Parks and Recreation Director
- ❖ Conducted the 2018 Homeless Count
- ❖ Implement reception desk staffing and new visitor policies in order to provide a more businesslike and secure City Hall experience for employees, residents and guests.
- ❖ Retain a Director of Finance

Expected Outcomes for 2018-2019

- ❖ Enhance the City government's effectiveness and reputation as a responsive, service and action oriented organization
- ❖ Enhance public relations efforts to highlight City government achievements
- ❖ Revisit, revise and update city wide policy manuals and procedures
- ❖ Enhance reception desk roles and responsibilities to develop a secure better customer service experience
- ❖ Improve inter-department management and tracking of workflow; inputs and outputs
- ❖ Improve inter-department lines of communication and exchange of information
- ❖ Assess, improve and automate existing systems where relevant and possible
- ❖ Enhance and improve city's online presence and services
- ❖ Develop succession and leadership development planning and training

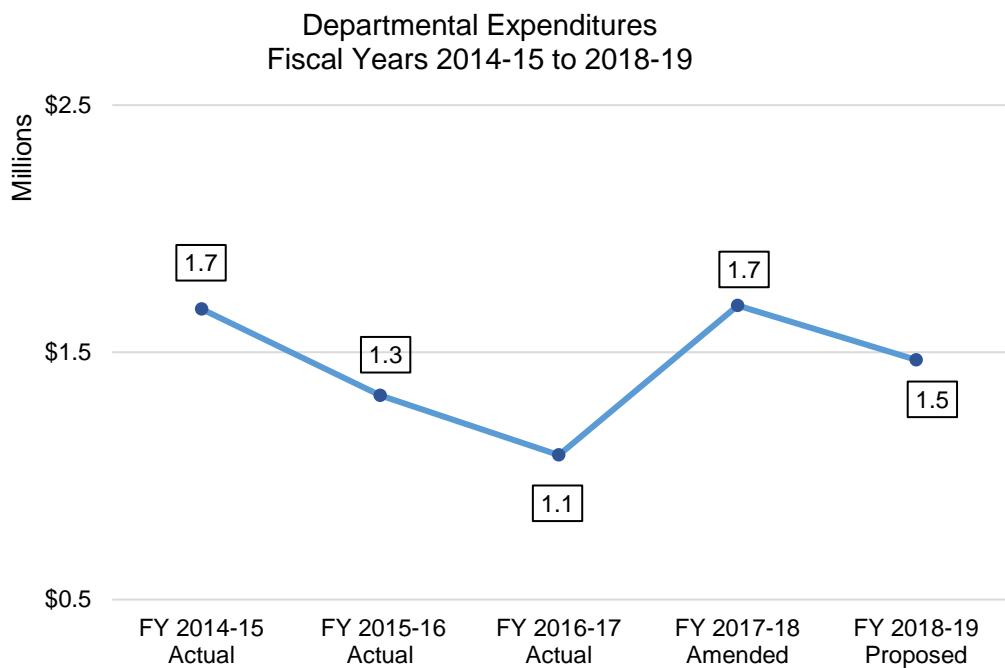
City Manager

Expenditure/Expense Classification	2015-16 Actual	2016-17 Actual	2017-18 Amended Budget	2018-19 Proposed Budget
<u>Salaries & Benefits</u>				
Salaries Permanent/Full Time	323,296	258,760	470,811	310,811
Salaries Temporary/Part Time	23,846	21,003	53,402	55,864
Additional Pay	2,113	4,119	8,400	4,200
Allowances & Stipends	7,525	60	2,880	2,160
Overtime	-	-	-	1,000
Sick Leave Buy Back	8,151	5,844	5,844	5,260
PARS/PERS Retirement	41,297	26,636	51,501	38,009
CalPERS Unfunded Liability	-	38,688	32,532	92,307
Fringe Benefits	20,443	22,115	67,695	56,985
Medicare	5,312	4,439	8,119	5,593
Salary & Benefits Total	431,983	381,664	701,184	572,189
<u>Maintenance & Operations</u>				
Office Equipment Maintenance	1,925	2,460	4,200	4,200
Professional/Contractual Services	64,479	74,992	144,500	144,500
Professional Development	31,946	41,025	53,000	71,000
Material and Supplies	5,132	11,225	10,600	9,600
Legal Services	713,598	486,581	643,400	565,827
Telephone & Wireless	2,802	2,397	4,900	5,000
Public Events	156	-	20,000	6,000
Maintenance & Operations Total	820,038	618,680	880,600	806,127
<u>Internal Service Charges</u>				
Workers' Compensation	23,359	22,069	28,956	25,051
Fleet Maintenance	-	6,022	7,197	6,799
General Liability	48,721	47,860	68,314	58,747
Internal Service Charges Total	72,080	75,951	104,467	90,597
<u>Capital Outlay</u>				
Equipment	1,826	8,212	3,100	-
Capital Outlay Total	1,826	8,212	3,100	-
Total Expenditures/Expenses	1,325,927	1,084,507	1,689,351	1,468,913

TOTAL BY FUND

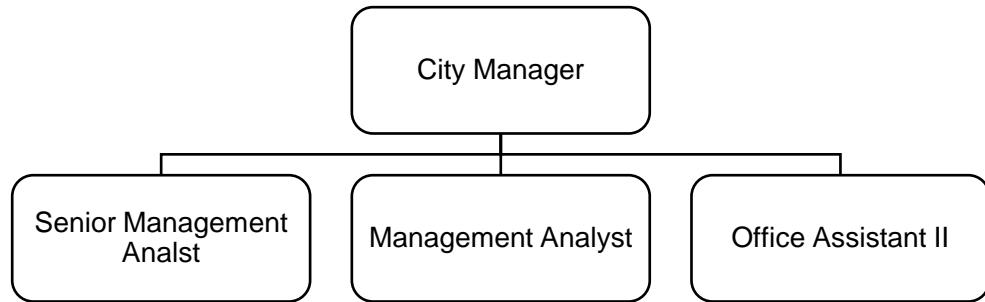
FUND TITLE	AMOUNT
GENERAL	1,468,913
TOTAL CITY MANAGER BY FUND	1,468,913

City Manager



City Manager - Federal Funding and Grants Division

Organizational Chart by Position



2018-19 Positions

	Proposed Budget
General	3
Total Positions	3

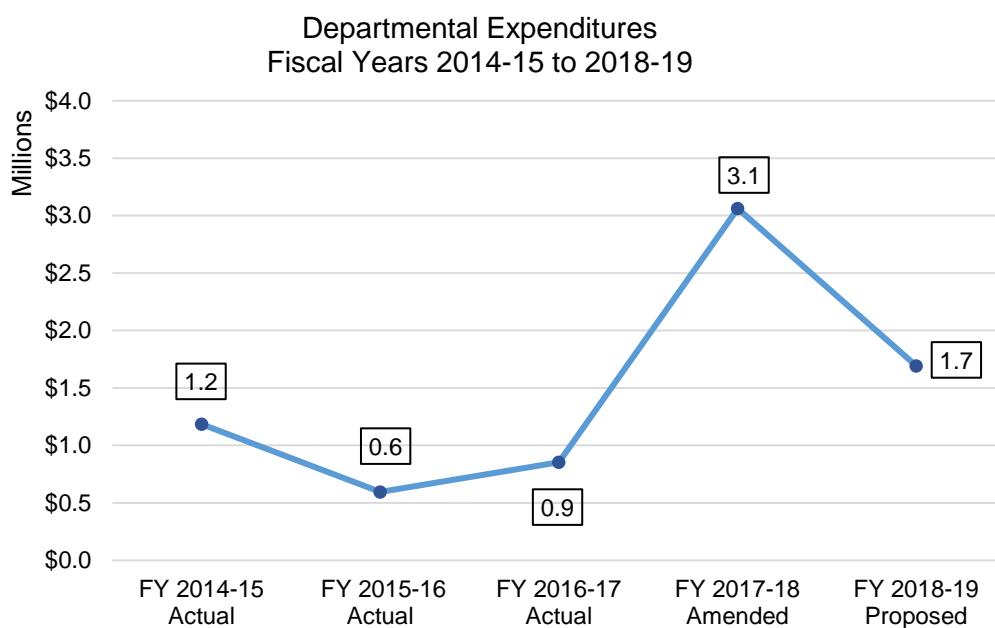
City Manager - Federal Funding and Grants Division

<u>Expenditure/Expense Classification</u>	2015-16 Actual	2016-17 Actual	2017-18 Amended Budget	2018-19 Proposed Budget
<u>Salaries & Benefits</u>				
Salaries Permanent/Full Time	134,079	206,215	286,315	185,777
Salaries Temporary/Part Time	14,353	23,502	-	-
Allowances & Stipends	-	927	1,044	-
Additional Pay	4,023	5,893	8,460	4,200
Overtime	-	-	4,000	-
Sick Leave Buy Back	5,101	4,575	-	-
PARS/PERS Retirement	27,453	30,516	41,389	16,409
Fringe Benefits	20,735	33,034	60,749	44,660
Medicare	2,411	3,632	4,535	2,906
Salary & Benefits Total	208,155	308,294	406,492	253,952
<u>Maintenance & Operations</u>				
Office Equipment Maintenance	-	-	500	-
Professional/Contractual Services	192,332	200,835	297,469	406,000
Professional Development	10,896	3,272	9,500	16,000
Material and Supplies	7,626	2,356	13,122	11,000
Advertising and Publication	2,504	1,737	4,330	1,500
Minor Home Repairs	-	42,288	151,699	150,000
Residential Rehab	71,720	45,219	469,626	350,000
Affordable Housing	85,548	34,063	1,271,510	-
Lead Abatement Program	-	158,830	350,000	450,000
Salvation Army Southeast	-	15,000	15,000	-
Homework Center-HP Library	10,000	10,000	10,000	-
Youth Engagemnt Pilot Program	5,000	-	-	-
HUB Cities	-	30,000	30,000	30,000
Maintenance & Operations Total	385,626	543,600	2,622,756	1,414,500
<u>Internal Service Charges</u>				
Workers' Compensation	-	148	8,533	-
General Liability	1,773	1,417	20,132	-
Internal Service Charges Total	1,773	1,565	28,665	-
<u>Capital Outlay</u>				
Equipment	-	-	3,800	4,000
Capital Outlay Total	-	-	3,800	4,000
Total Expenditures/Expenses	595,554	853,459	3,061,713	1,672,452

City Manager - Federal Funding and Grants Division

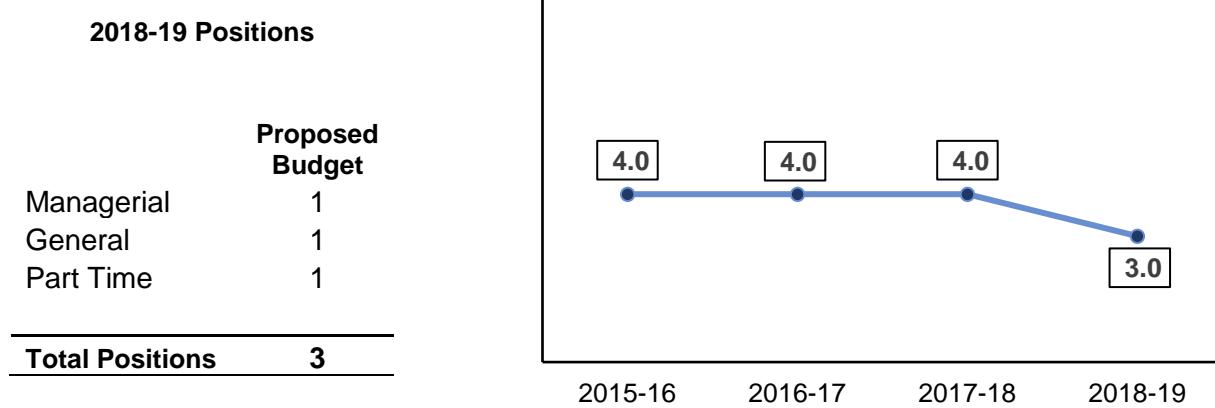
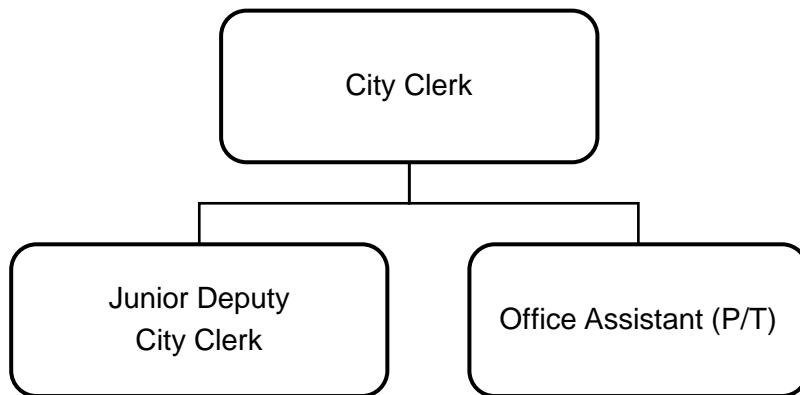
TOTAL BY FUND

FUND TITLE	AMOUNT
COMMUNITY DEVELOPMENT BLOCK GRANT	678,223
HUD HOME PROGRAM	266,747
LEAD BASED PAINT HAZARD CONTROL	727,482
TOTAL FEDERAL FUNDING AND GRANTS DIVISION BY FUND	<u>1,672,452</u>





Organizational Chart by Position



*2017-18 - includes 1 temporary (1 year) full-time position

City Clerk

Mission Statement

To provide exceptional public support to all residents, City departments and City officials. To ensure preservation and integrity of City records, and accessibility to and timely dissemination of information to the public and others. To strengthen the public trust in government as a result of transparency.

Departmental Oversight

- City Records
- Risk Management and Liability
- City Council agenda and minutes
- Public notices
- Summons and subpoenas
- Public Records Requests
- Municipal elections
- Campaign Disclosure Statements
- Form 700 "Statement of Economic Interests"

Responsibilities

Preparation and distribution of City Council agenda and minutes; attending City Council and Planning Commission meetings; processing public records requests; administer records management; acceptance of summons and subpoenas; bid openings; administration of municipal elections; oath of office administration; oversee filing of campaign disclosure and Form 700 statements.

Major Accomplishments 2017-2018

- ❖ Contractual Risk Transfer Training
- ❖ Completion of Contracts/Agreements templates
- ❖ RFP for Live Web Streaming Services
- ❖ Award of Contract for Live Web Streaming Services
- ❖ City Wide Records Destruction Program.
- ❖ Revision of City's Records Retention Schedule (last revised in 1998)
- ❖ Process and close claims pertaining to City property damage
- ❖ Process and close liability claims
- ❖ Provide ongoing training to staff where it relates to the City Clerk's Office
- ❖ Continue providing exceptional public service and professional support to all City officials, departments, and the residents of Huntington Park

Expected Outcomes 2018-2019

- ❖ Collaborate with City Manager's Office on a City-Wide Policy Program
- ❖ Revision of City's Records Retention Schedule (last revised in 1998)
- ❖ Amendment of City Council Handbook updating with current and pertinent information
- ❖ Amendment of City Commission Handbook updating with current and pertinent information
- ❖ Develop succession and leadership plan
- ❖ Codification of Ordinances
- ❖ Process and close claims pertaining to City property damage
- ❖ Process and close liability claims
- ❖ Provide ongoing training to staff where it relates to the City Clerk's Office

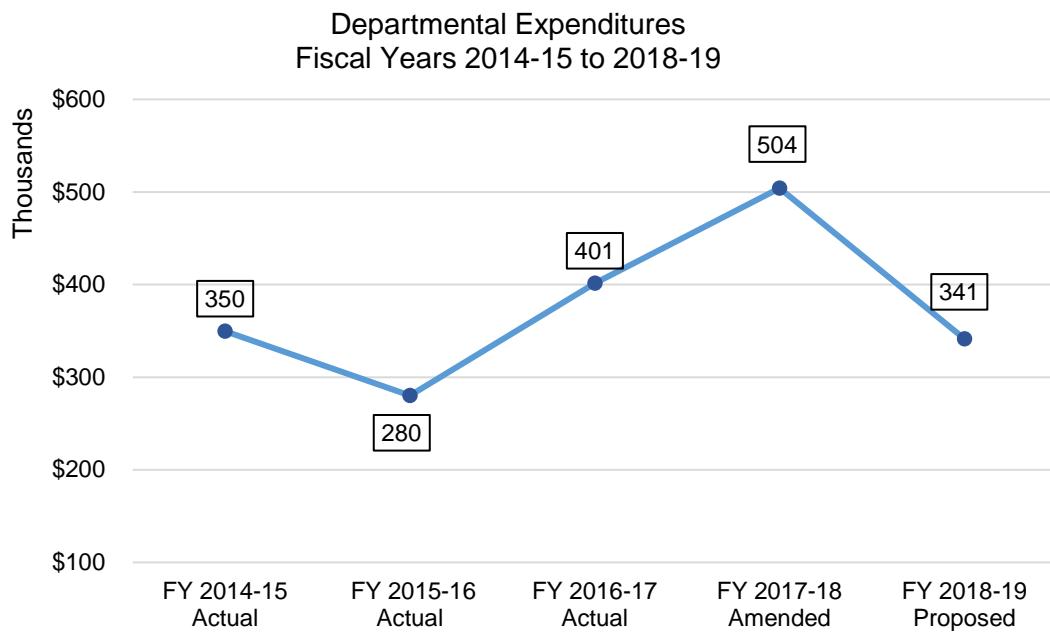
City Clerk

<u>Expenditure/Expense Classification</u>	<u>2015-16 Actual</u>	<u>2016-17 Actual</u>	<u>2017-18 Amended Budget</u>	<u>2018-19 Proposed Budget</u>
<u>Salaries & Benefits</u>				
Salaries Permanent/Full Time	136,535	157,664	186,808	142,059
Salaries Temporary/Part Time	27,054	27,709	17,636	19,318
Additional Pay	2,107	2,100	4,200	2,100
Allowances	-	60	720	720
Overtime	2,717	913	3,000	2,500
Sick Leave Buy Back	3,742	1,442	2,041	1,658
PARS/PERS Retirement	21,758	17,345	21,410	10,844
CalPERS Unfunded Liability	-	15,231	22,622	20,164
Fringe Benefits	36,325	41,763	50,231	32,908
Medicare	2,485	2,775	3,110	2,442
Salary & Benefits Total	232,723	267,002	311,778	234,713
<u>Maintenance & Operations</u>				
Municipal Election	-	32,599	46,511	-
Office Equipment Maintenance	-	605	2,000	2,000
Professional/Contractual Services	12,392	55,022	68,530	65,655
Professional Development	1,890	4,464	5,675	7,720
Material and Supplies	3,811	3,863	3,750	3,750
Telephone & Wireless	-	660	-	-
Advertising & Publication	2,074	281	8,489	3,000
Maintenance & Operations Total	20,167	97,494	134,955	82,125
<u>Internal Service Charges</u>				
Workers' Compensation	8,856	9,367	14,101	11,127
General Liability	18,471	14,676	33,269	13,438
Internal Service Charges Total	27,327	24,043	47,370	24,565
<u>Capital Outlay</u>				
Equipment	-	12,923	10,000	-
Capital Outlay Total	-	12,923	10,000	-
Total Expenditures/Expenses	280,217	401,462	504,103	341,403

TOTAL BY FUND

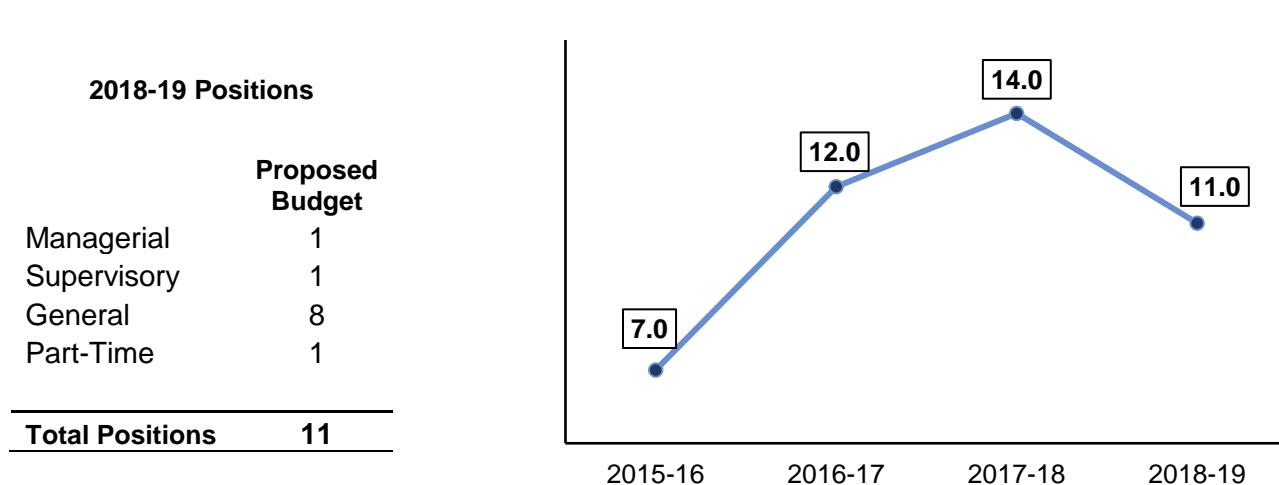
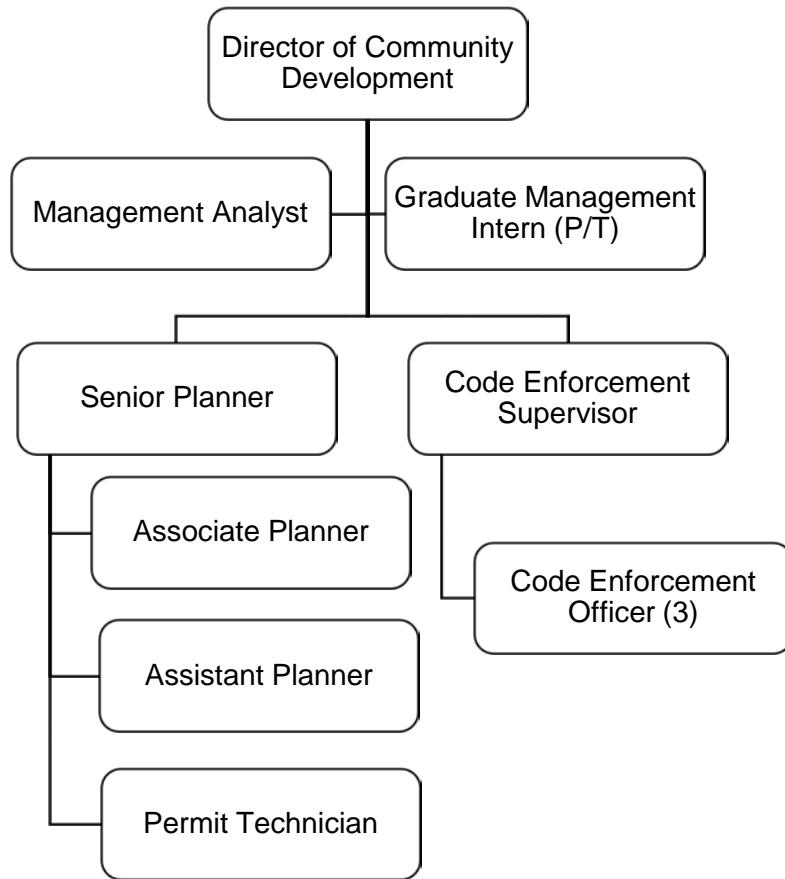
<u>FUND TITLE</u>	<u>AMOUNT</u>
GENERAL	341,403
TOTAL CITY CLERK BY FUND	341,403

City Clerk



Community Development

Organizational Chart by Position



* 2017-18 - includes 4 positions funded by Federal Grants

Community Development

Mission Statement

To provide core services necessary to maintain strong community ties, safe and quality development, economic vitality, affordable housing, well-planned residential and commercial neighborhoods.

Departmental Oversight

- Economic Development
- Planning
- Housing
- Code Enforcement
- Building & Safety
- Regional Transportation Planning

Responsibilities

Implementation of the City's General Plan and Zoning Code, processing development plans, conduct environmental analysis for projects as required by CEQA, implement current and advanced planning, review and process building permits and business license applications, implement economic programs for business attraction/retention activities, administer and implement federally funded programs (i.e. CDBG, HOME, Lead Based Paint) and provide loans/grants to eligible residents. Eliminate health and safety issues, improve housing and living conditions, remove blight and enforce the City's municipal code through the Code Enforcement program.

Major Accomplishments 2017-2018

Economic Development

- ❖ Completed lead remediation in 25 residential units
- ❖ Funded 2 projects under the Residential Rehabilitation Program and 10 projects under the Minor Home Repair Program
- ❖ Assisted ten students through the HP Youth Leadership Program in partnership with HUB cities
- ❖ Attended ICSC conference to market city and provide incentives to attract new commercial development
- ❖ Approved a temporary reduction for off-street parking in-lieu fees for restaurant uses within the Downtown Huntington Park Specific Plan
- ❖ Completed Randolph Rails to Trails Feasibility Study
- ❖ Implement Business Outreach Program.
- ❖ Continue business assistance and retention programs under the City's Commercial Rehabilitation Program and HUB Cities Business Assistance Center.
- ❖ Continue to implement the HP Youth Employment Program in partnership with HUB Cities.
- ❖ Develop and implement a comprehensive Economic Development Plan.

Planning

- ❖ Complete General Plan Update and Zoning Code.
- ❖ Automate Planning and Building permit process.

Housing/Code Enforcement

- ❖ Implement second phase of a comprehensive Strategy and Target Areas for Code Enforcement.

Expected Outcomes 2018-2019

- ❖ Complete the formation of a Community Revitalization and Investment Authority
- ❖ Complete a strategy for environmental remediation at the Henry property
- ❖ Complete all development activities for a major commercial project (Costco Site)
- ❖ Implement the City's 2nd Open Streets Event (CicLAvia) in partnership with the City of Vernon
- ❖ Implement a 3-year strategy for the Enhanced Code Enforcement Program
- ❖ Complete a total of 30 units under the City's Lead Based Paint Hazard Control Program

Community Development

- ❖ Complete residential improvements in 15 properties under the City Minor Home Repair Program and 2 properties under the Residential Rehabilitation Program
- ❖ Continue to improve housing conditions by referring citizens to use available federally funded housing programs
- ❖ Provide supporting documentation to HUD and implement a monitoring/tracking and reporting successful system to fulfill requirements and comply with all regulations
- ❖ Complete active construction projects including:
 - Nick Alexander Imports (BMW) expansion project
 - Smart & Final construction project
 - CVS Pharmacy/Mas construction project
 - Blink Fitness construction project
 - Public Storage construction project.
- ❖ Complete the Focused General Plan Update.
- ❖ Complete various Zoning Code Amendments.
- ❖ Address the parking challenges the city is facing
- ❖ Improve the process to review and process/approve business license applications in order to attract and retain existing businesses in Huntington Park.
- ❖ Continue to process Land Use Entitlements for a variety of commercial and industrial uses while ensuring projects do not negatively affect the community.
- ❖ Update process to oversee the Film Permit, Special Event Permit, Activity in Public Places Permit, and the Dance & Entertainment Permit process.
- ❖ Implement an automated Planning and Building permit process to track, monitor and report activity in a more efficient way.
- ❖ Develop an Economic Development Master Plan that includes the following:
 - Business Development Initiative
 - Workforce Development Initiative
 - Infrastructure Development Initiative
- ❖ Improve the City's Newsletter
- ❖ Launch a Smart City Initiative
- ❖ Develop an effective monitoring, tracking and reporting system for all the activities associated to the department.
- ❖ Develop a Regional Transportation Plan in Conjunction in conjunction with the Public Works Department to pursue grants and benefits available to local governments
- ❖ Develop in conjunction with the Public Works Department a strong Capital Improvement Program
- ❖ Evaluate and engineer all pertinent and associated processes to the department
- ❖ Develop and improve all internal policies for the department
- ❖ Launch Community Programs in the Following Areas: Financial Literacy and Housing Rights
- ❖ Develop a Youth Employment Program
- ❖ Create an electronic newsletter to promote local businesses and economic activities

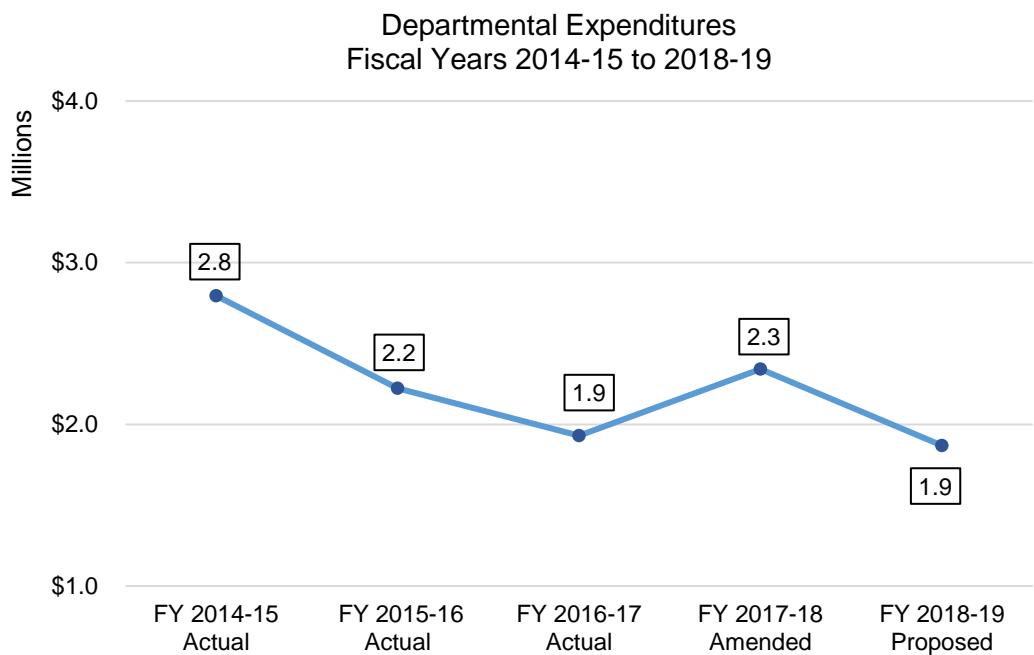
Community Development

Expenditure/Expense Classification	2015-16 Actual	2016-17 Actual	2017-18 Amended Budget	2018-19 Proposed Budget
<u>Salaries & Benefits</u>				
Salaries Permanent/Full Time	381,729	619,539	726,330	754,081
Salaries Temporary/Part Time	10,317	14,205	14,327	17,229
Additional Pay	13,489	17,012	21,444	15,300
Allowances & Stipends	5,851	6,402	18,217	17,821
Overtime	14,406	5,773	8,000	7,500
Holiday/Vacation Payout	-	12,526	-	-
Sick Leave Buy Back	12,896	12,475	17,219	12,738
PARS/PERS Retirement	68,256	78,068	94,977	91,120
CalPERS Unfunded Liability	-	78,355	108,674	97,814
Fringe Benefits	67,521	100,251	140,542	177,609
Medicare	5,709	9,186	11,691	11,958
Vacancy Savings	-	-	-	(11,003)
Salary & Benefits Total	580,174	953,792	1,161,421	1,192,167
<u>Maintenance & Operations</u>				
Office Equipment Maintenance	44	2,027	1,500	2,500
Professional/Contractual Services	251,546	449,760	156,169	130,000
Building Inspection	581,200	302,173	715,000	325,000
Professional Development	8,520	20,402	33,064	36,000
Material and Supplies	6,014	7,810	16,907	9,000
Advertising and Publication	6,547	8,090	38,300	15,500
Telephone & Wireless	1,080	4,475	4,080	2,500
Postage	-	-	375	-
Marketing and Events	519,415	-	-	-
Other Expenses	221,000	-	-	-
Maintenance & Operations Total	1,595,366	794,737	965,395	520,500
<u>Internal Service Charges</u>				
Workers' Compensation	12,188	56,068	37,325	47,037
Fleet Maintenance	-	25,711	35,984	33,995
General Liability	25,773	98,665	88,057	78,636
Internal Service Charges Total	37,961	180,444	161,366	159,668
<u>Capital Outlay</u>				
Improvements	7,634	-	-	-
Equipment	1,990	-	54,200	750
Capital Outlay Total	9,624	-	54,200	750
Total Expenditures/Expenses	2,223,125	1,928,973	2,342,382	1,873,085

TOTAL BY FUND

FUND TITLE	AMOUNT
GENERAL	1,666,740
COMMUNITY DEVELOPMENT BLOCK GRANT	206,345
TOTAL COMMUNITY DEVELOPMENT BY FUND	
	1,873,085

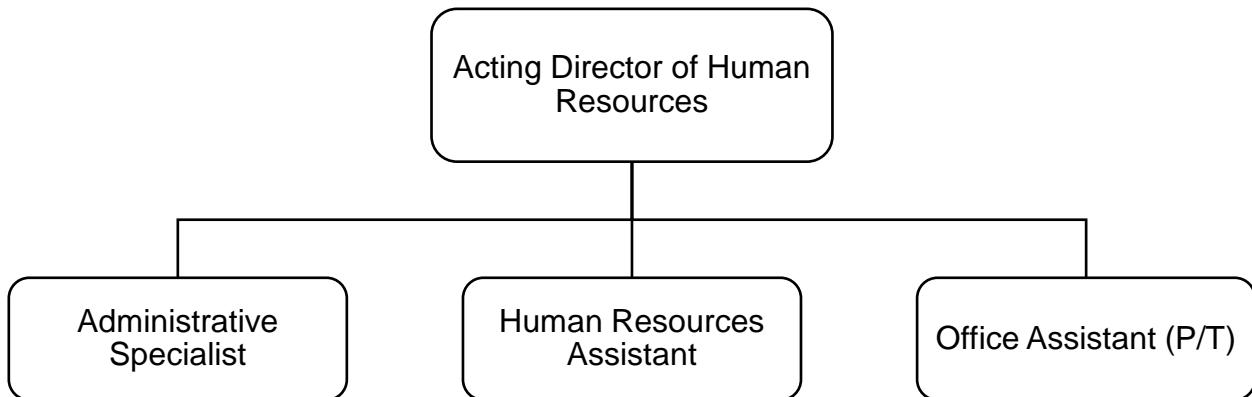
Community Development





Human Resources

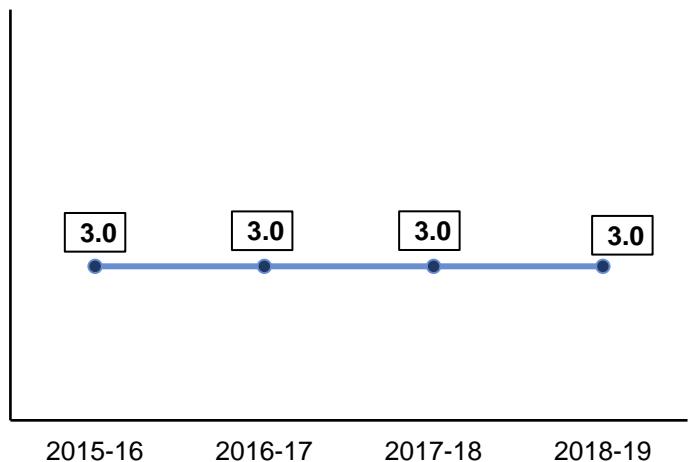
Organizational Chart by Position



2018-19 Positions

Proposed Budget

General	2
Part-Time	1
<hr/>	
Total Positions	3



Human Resources

Mission Statement	Departmental Oversight
To attract, develop, and retain a diverse and productive workforce that is capable of providing exceptional customer service to the citizens of Huntington Park.	<ul style="list-style-type: none">• Recruitment/Selection• Employee Relations• Benefits Administration• Workers Compensation• Classification/Compensation
Responsibilities	
<p>The Human Resources Department conducts recruitment and selection activities to attract, retain, and develop highly competent, qualified employees who are dedicated to delivering quality service to the citizens and customers of the City of Huntington Park.</p> <ul style="list-style-type: none">• Provides advice and assistance to other departments relating to personnel matters.• Maintains the City's classification and compensation plans.• Administers employee benefits programs that include the retirement plan, health insurance plans, and other city benefits.• Oversees and manages employee leave of absences in accordance to applicable Federal, State, and Local laws and regulations.• Provides new employee orientation and job-related training.• Administers the City's worker's compensation program ensuring the safety of all City employees.• Provides support to the Civil Service Commission.• Administers the employee's service awards programs.• Conducts labor relations activities including employee disciplinary actions and appeals, meet and confer with represented employee organizations regarding wages, hours, and other terms and conditions of employment and administers the provisions of the collective bargaining agreement.• Develops and maintains an employer/employee performance evaluation system.• Maintains employee records.	

Major Accomplishments FY 2017-18

- ❖ Implement NeoGov an applicant tracking system and online employment application software
- ❖ Complete the mandatory AB1825 Sexual Harassment Prevention Training for all Supervisory Staff
- ❖ Complete the recruitment and hiring of all open positions

Expected Outcomes 2018-19

- ❖ Retain motivated, highly productive, customer service driven individuals by providing them a supportive work environment, fair and competitive wage and benefits, and training and development that will encourage professional growth and opportunity;
- ❖ Promote cost effective recruitment strategies which will result in the attraction and selection of qualified and diverse individuals; demonstrating commitment to equality and diversity;
- ❖ Assist with labor negotiations of collective bargaining agreement with one unit, MOU expires 12/31/18.
- ❖ Support Training & Development; Succession and leadership development planning;
- ❖ Revise and Update the Civil Service Rules & Regulations, last Proposed August 19, 1963; (includes the selection, employment, classification, advancement suspension, discharge, and retrenchment of appointed offices and employees of the City);

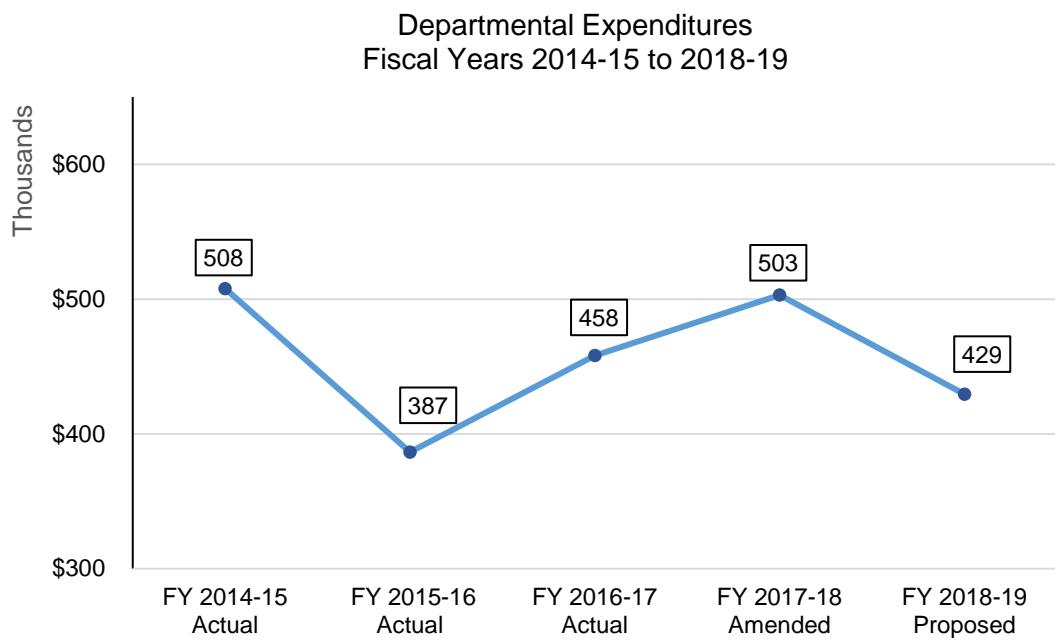
Human Resources

<u>Expenditure/Expense Classification</u>	<u>2015-16 Actual</u>	<u>2016-17 Actual</u>	<u>2017-18 Amended Budget</u>	<u>2018-19 Proposed Budget</u>
<u>Salaries & Benefits</u>				
Salaries Permanent/Full Time	178,870	176,403	174,180	224,942
Salaries Temporary/Part Time	16,527	26,470	20,095	19,318
Additional Pay	9,692	12,770	9,600	11,700
Allowances & Stipends	900	2,020	5,720	5,720
Overtime	112	-	1,500	1,000
Sick Leave Buy Back	8,049	3,690	3,918	4,050
PARS/PERS Retirement	38,404	32,026	40,836	45,453
CalPERS Unfunded Liability	-	23,238	22,703	29,074
Fringe Benefits	39,644	40,200	42,243	70,999
Medicare	1,450	1,523	1,438	2,179
Vacancy Savings	-	-	-	(132,471)
Salary & Benefits Total	293,648	318,340	322,233	281,964
<u>Maintenance & Operations</u>				
Professional/Contractual Services	25,122	23,786	39,360	40,910
Professional Development	1,142	1,275	9,700	5,700
Material and Supplies	6,343	4,328	6,000	5,500
Advertising and Publication	3,096	34,828	38,000	25,000
Employee Recognition	709	3,321	5,000	4,000
Replacement Benefit IRC	22,882	22,621	25,000	25,000
CalPERS 1959 Survivor Benefit	6,006	7,895	10,000	9,500
Maintenance & Operations Total	65,300	98,054	133,060	115,610
<u>Internal Service Charges</u>				
Workers' Compensation	8,053	12,703	13,009	16,988
General Liability	19,543	27,316	30,690	14,160
Internal Service Charges Total	27,596	40,019	43,699	31,148
<u>Capital Outlay</u>				
Equipment	-	1,762	4,000	750
Capital Outlay Total	-	1,762	4,000	750
Total Expenditures/Expenses	386,544	458,175	502,992	429,472

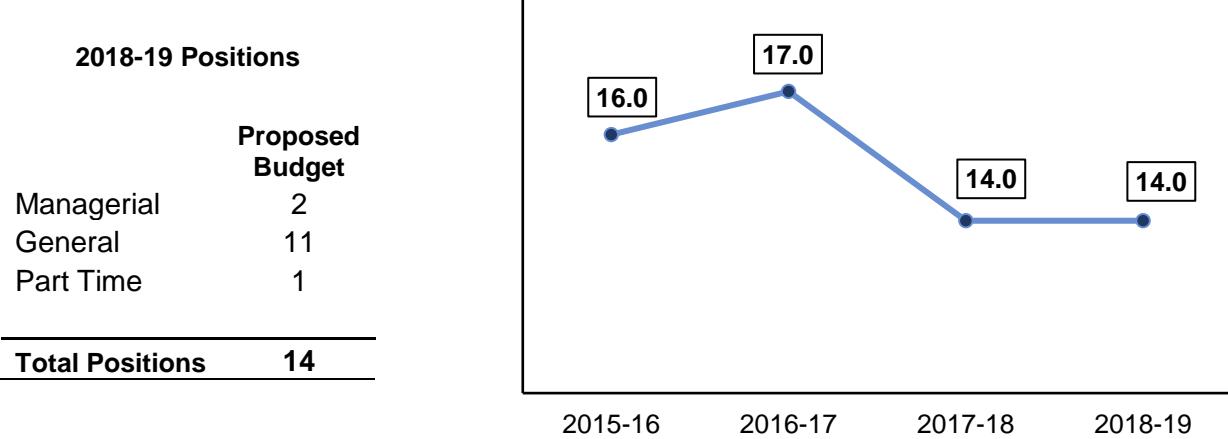
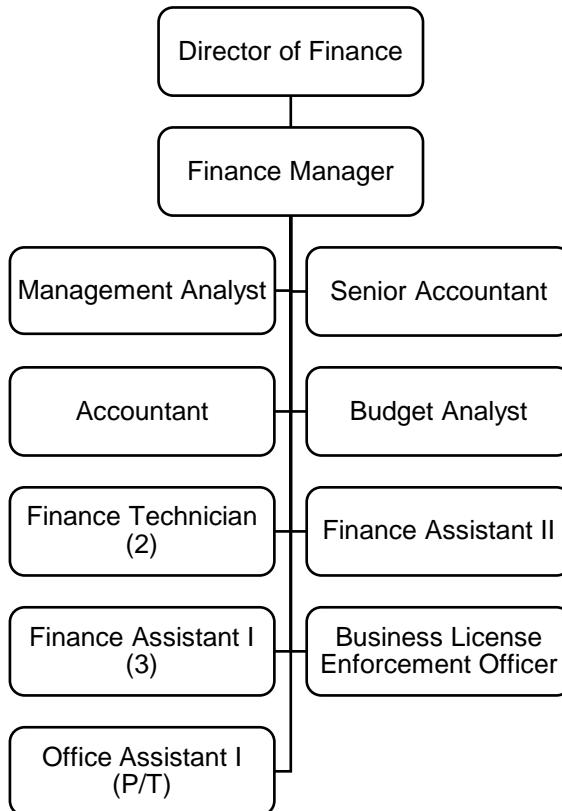
TOTAL BY FUND

<u>FUND TITLE</u>	<u>AMOUNT</u>
GENERAL	369,310
EMPLOYEES RETIREMENT	34,500
RISK MANAGEMENT	25,662
TOTAL HUMAN RESOURCES BY FUND	429,472

Human Resources



Organizational Chart by Position



Finance

Mission Statement

To serve as a business partner by providing financial thought, tools and information to allow the City to make carefully considered and informed business decisions. To live up to our fiduciary obligation to the residents of Huntington Park.

Departmental Oversight

- Accounting & Financial Reporting
- Budget
- Cash Management & Treasury
- Information Technology
- Revenue Collection

Responsibilities

The department maintains financial systems in a manner consistent with the highest professional standards and in accordance with generally accepted accounting principles; provides accurate and timely financial information to facilitate informed decision-making; and safeguards the City's fiscal resources.

Major Accomplishments 2017-2018

- ❖ Implementation and completion of Employee Self Service Online
- ❖ Implementation and completion of VOIP Phone System
- ❖ Completion of the New Information Technology Room
- ❖ Completion of Cabling Project

Expected Outcomes 2018-2019

- ❖ Update financial policy manual and procedures
- ❖ Improve Department lines of communication and exchange of information
- ❖ Improve Department management and tracking workflow; inputs and outputs
- ❖ Implementation of the full cost recovery study (increase revenue)
- ❖ Solicitations and implementation of Time Management System
- ❖ Update the Network Infrastructure
- ❖ Succession and leadership development planning

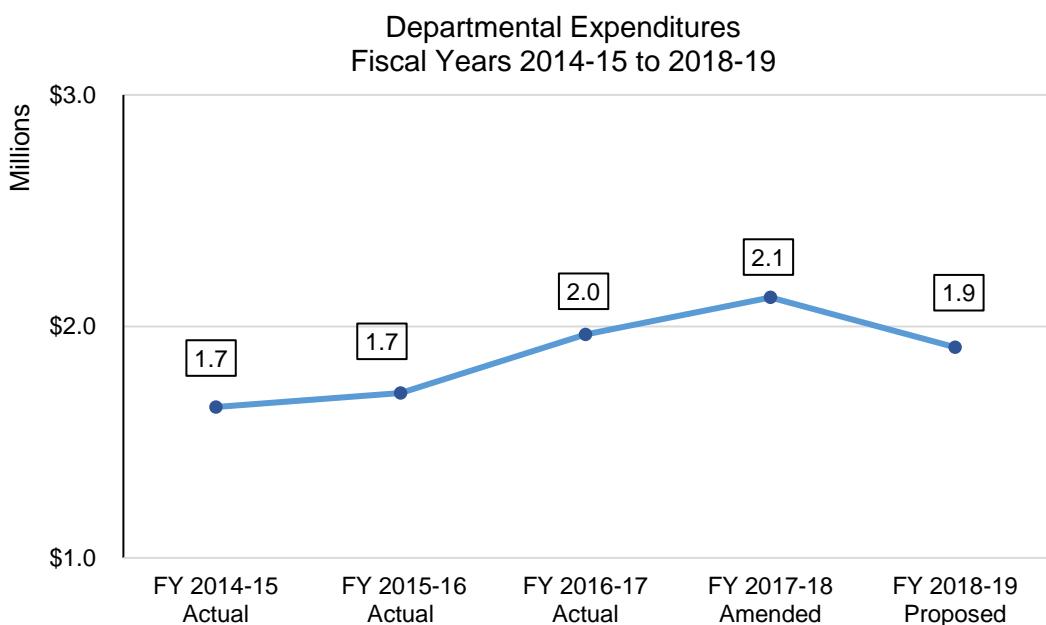
Finance

<u>Expenditure/Expense Classification</u>	2015-16 Actual	2016-17 Actual	2017-18 Amended Budget	2018-19 Proposed Budget
<u>Salaries & Benefits</u>				
Salaries Permanent/Full Time	776,195	956,372	946,232	981,719
Salaries Temporary/Part Time	28,594	8,123	17,461	19,318
Additional Pay	25,924	27,044	28,500	26,400
Allowances & Stipends	5,350	3,300	6,419	900
Overtime	12,769	37,572	31,100	15,000
Holiday/Vacation Payout	-	45,564	-	-
Sick Leave Buy Back	24,191	17,541	13,103	12,247
PARS/PERS Retirement	137,533	120,541	146,686	156,635
CalPERS Unfunded Liability	-	119,754	113,861	147,337
Fringe Benefits	148,974	172,782	197,060	211,704
Medicare	12,403	16,310	15,574	15,804
Salary & Benefits Total	1,171,933	1,524,903	1,515,996	1,587,064
<u>Maintenance & Operations</u>				
Professional/Contractual Services	219,874	80,823	113,439	80,739
Professional Development	4,231	4,337	4,800	9,500
Material and Supplies	15,045	17,790	21,000	19,600
Advertising and Publication	1,514	715	5,800	1,000
Telephone and Wireless	735	360	-	-
Electric and Gas Charges	8,010	-	-	-
Postage	19,150	18,678	40,000	20,000
Trustee Fees	2,258	2,258	2,500	2,500
Audit Fees	100,086	85,725	112,000	75,000
Bank Services	-	-	30,000	-
Rentals & Leases	-	13,716	14,000	15,000
Maintenance & Operations Total	370,903	224,402	343,539	223,339
<u>Internal Service Charges</u>				
Workers' Compensation	50,772	64,789	64,226	46,737
Fleet Maintenance	-	6,098	7,197	6,799
General Liability	111,305	137,059	151,528	45,453
Internal Service Charges Total	162,077	207,947	222,951	98,989
<u>Capital Outlay</u>				
Improvements	-	-	35,000	-
Equipment	6,821	12,446	7,500	-
Capital Outlay Total	6,821	12,446	42,500	-
Total Expenditures/Expenses	1,711,734	1,969,697	2,124,986	1,909,392

Finance

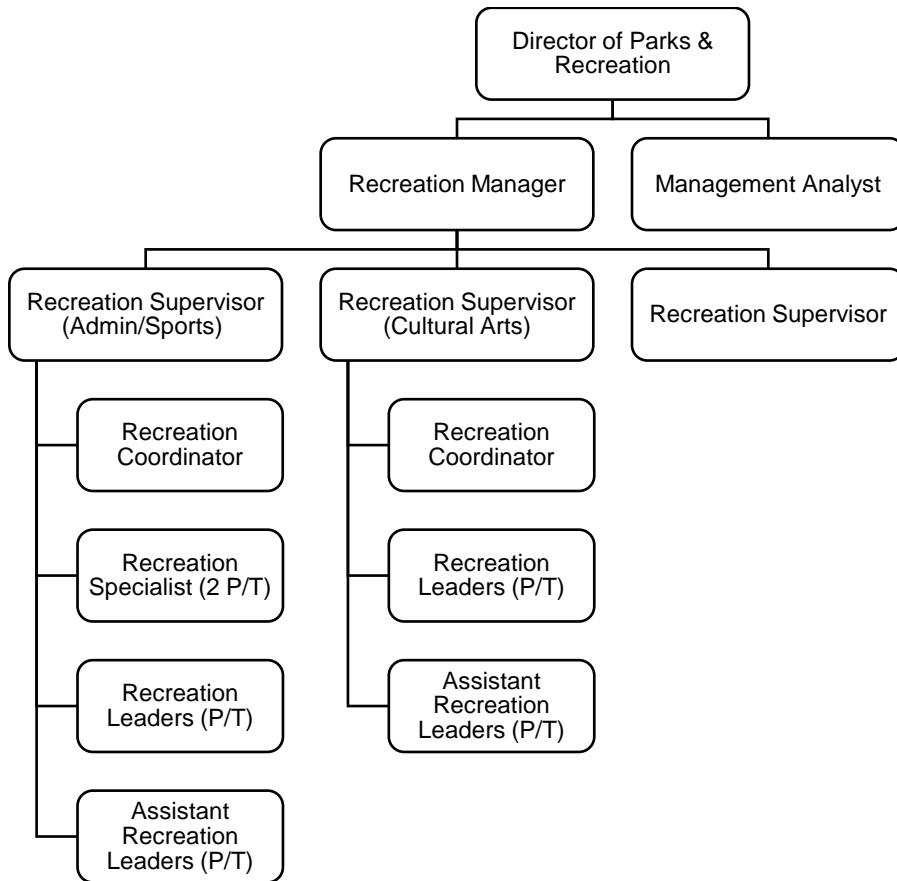
TOTAL BY FUND

FUND TITLE	AMOUNT
GENERAL	1,146,724
CALL FOR PROJECTS - CITY STREET	13,262
EMPLOYEES RETIREMENT	57,482
SALES TAX-TRANSIT PROPOSITION A	44,326
SALES TAX-TRANSIT PROPOSITION C	44,516
MEASURE R	34,313
PARKING SYSTEM	54,676
COMMUNITY DEVELOPMENT BLOCK GRANT	9,844
HUD HOME PROGRAM	4,922
REDEVELOPMENT PROPERTY TAX TRUST	42,462
SEWER MAINTENANCE	13,852
SOLID WASTE MANAGEMENT	13,852
STREET LIGHT AND LANDSCAPE	29,950
WATER	358,964
RISK MANAGEMENT	40,247
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TOTAL FINANCE BY FUND	<u>1,909,392</u>



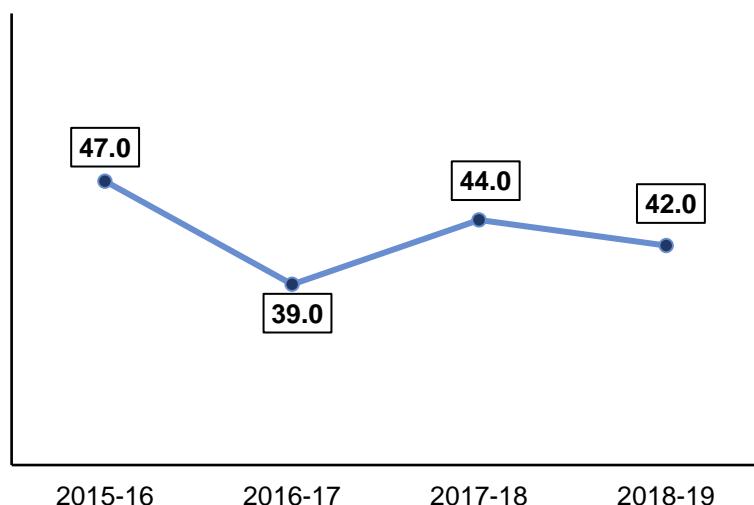
Parks & Recreation

Organizational Chart by Position



2018-19 Positions

	Proposed Budget
Managerial	2
Supervisory	5
General	1
Part Time	34
Total Positions	42



Parks & Recreation

Mission Statement	Departmental Oversight
<p>To improve the quality of life of Huntington Park residents by creating affordable, accessible, and equitable recreation and leisure opportunities that promote the benefits of living a healthier lifestyle. We accomplish this through innovative and traditional programming, facilities and parks.</p>	<ul style="list-style-type: none">• Cultural Arts• Recreation Administration• Sports

Responsibilities
<p>Provide various programs and services to the community including recreation classes, special events, tiny tot program, afterschool programming, free food program, youth and adult sports leagues, athletic and social facilities, and open park space.</p>

Major Accomplishments FY 2017-18

Administration Division

- ❖ Program and class registration
- ❖ Facility reservations, rentals, and memberships (gym, weight room, showers)
- ❖ City buildings management & counter hours at 2 park sites
- ❖ Rec Trac maintenance and reporting
- ❖ Secured Urban Greening Grant of 4.7 Million Dollars
- ❖ Implement programming and coordinate operations for the new Splash Pad at Salt Lake Park
- ❖ Continue to provide various and affordable programs and services to fulfil the needs of the community
- ❖ Assist in the coordination of a Mobile Pet Clinic for spay/neuter services on multiple days
- ❖ Facilitate a partnership with the Los Angeles Clippers for sponsorship of our youth basketball leagues
- ❖ Promote cost effective recruitment strategies which will result in the attraction and selection of qualified and diverse individuals for the community
- ❖ Succession and leadership development planning

Cultural Arts Division

- ❖ Annual city-wide events: 4th of July, State of the City Address, "Haunt"ington Park Halloween Festival, Tree Lighting Ceremony, Holiday Parade, Family Health Expo, Month of the Child, and Memorial Day Ceremony. Our Department also successfully enhanced the City's annual Veteran's Day Tribute Ceremony,
- ❖ Hosted the annual Greater Los Angeles Homeless Count.
- ❖ Tiny Tot Program (for 4 year old children)
- ❖ Youth at Risk Afterschool Programs at Robert H. Keller Park and Freedom Park
- ❖ Free after-school snack programs at three park sites, (Keller, Freedom and Salt Lake Parks).
- ❖ Senior Program, excursions, dances, bingo, knitting and nutrition program.
- ❖ Summer Swim Program, Swimming lessons and drop in swim.
- ❖ Summer Soccer Drop in Program (extended hours/seasonal).

Parks & Recreation

- ❖ Park Playground supervision and inspection.
- ❖ Completion and Grand Opening of the Salt Lake Park Splash Pad
- ❖ Evaluate park maintenance and facilities

Youth & Adult Sports Division

- ❖ Reinstated the girls' softball league with 36 players participating, (3 teams)
- ❖ 6 youth sports leagues, including basketball, baseball, girls' basketball, little kickers, little dribblers, travel baseball league and girls' softball league
- ❖ 9 adult sports leagues, including softball, coed softball, men's basketball and a softball tournament
- ❖ Increased capacity of programs to serve larger numbers of individuals and provide greater opportunities for participation
- ❖ Park Monitor Program for three park sites, (opening and closing of facilities; special events)
- ❖ Scheduling and management of athletic facilities for city-sponsored programs
- ❖ Scheduling and management of athletic facility rentals
- ❖ Field maintenance and preparation

Expected Outcomes FY 2018-19

- ❖ Increase public safety by improving security camera system and additional police and/or cadet presence during peak park hours for additional security to community parks
- ❖ Establish and support a partnership with the Police Activities League
- ❖ Collaborate with City, County and State partners to provide resources to growing homeless population
- ❖ Update and revise City wide Emergency Operations Plan in conjunction with all departments
- ❖ Add a Recreation Coordinator position
- ❖ Explore the possibility of an online registration system, comparable to nearby cities and parks, to promote efficiency and streamlining with technology
- ❖ Add a "Fun Run" and an Educational component to the Health Expo
- ❖ Increase retention of current staff, cross train and provide opportunities for professional staff development
- ❖ Increase maintenance and improvements of park facilities; both indoors and outdoors
- ❖ Begin development of planning stages for Urban Greening Project grant awarded to the City
- ❖ Continue to actively seek grants to improve park playgrounds and infrastructures
- ❖ Identify funds to modernize and repair Parks and Recreations dilapidated grounds and buildings. Obtain estimates to paint the interior and exterior of Salt Lake Park building
- ❖ Review, revise and update Department policy manual and procedures. Including contracts for Instructors, Coaches, etc.

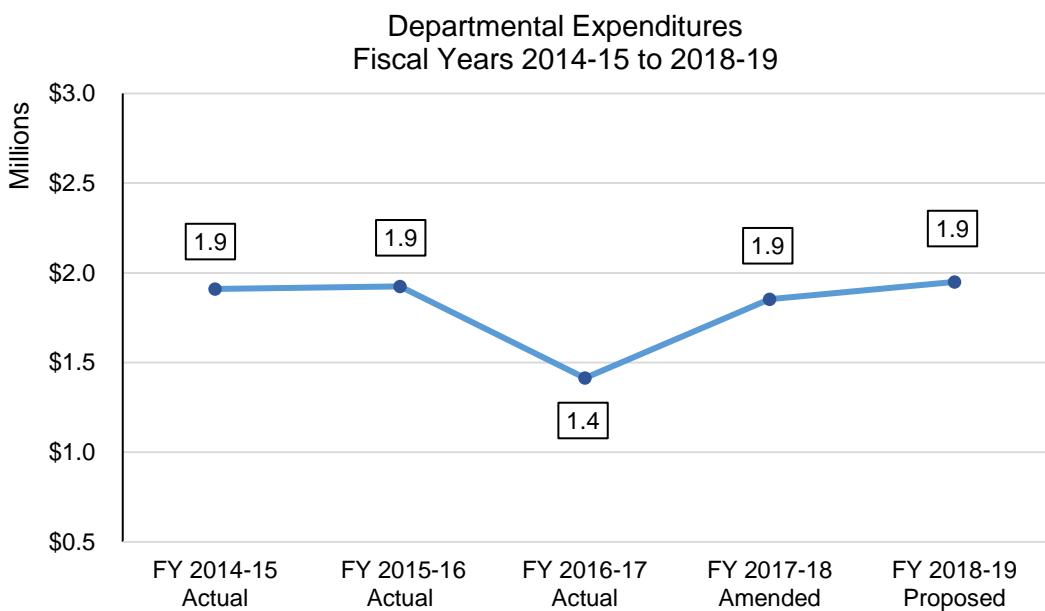
Parks & Recreation

<u>Expenditure/Expense Classification</u>	<u>2015-16 Actual</u>	<u>2016-17 Actual</u>	<u>2017-18 Amended Budget</u>	<u>2018-19 Proposed Budget</u>
<u>Salaries & Benefits</u>				
Salaries Permanent/Full Time	454,863	366,209	442,926	560,461
Salaries Temporary/Part Time	353,752	336,561	438,374	396,768
Additional Pay	29,302	7,739	6,300	17,400
Allowances & Stipends	4,650	5,825	12,002	12,002
Overtime	4,995	7,251	1,600	2,200
Sick Leave Buy Back	16,440	5,709	7,434	5,717
PARS/PERS Retirement	90,718	51,034	64,573	65,815
CalPERS Unfunded Liability	-	42,143	52,094	56,887
Fringe Benefits	85,909	66,418	94,698	159,186
Medicare	12,655	10,782	13,343	14,424
Vacancy Savings	-	-	-	(24,894)
Salary & Benefits Total	1,053,284	899,671	1,133,344	1,265,966
<u>Maintenance & Operations</u>				
Office Equipment Maintenance	2,807	3,767	3,861	3,861
Professional/Contractual Services	408,872	223,513	249,046	190,940
Referee Services	3,466	9,669	13,497	15,025
Professional Development	2,248	1,444	4,880	3,680
Material and Supplies	151,690	68,459	109,717	152,931
Telephone & Wireless	1,376	1,131	1,400	1,400
Advertising and Publication	80	-	800	750
Electric and Gas Charges	87,949	-	-	-
Building Maintenance	23,903	-	-	-
Playground Equipment Maintenance	3,240	5,700	10,000	6,000
Holiday Parade	-	14,306	55,000	56,000
Fourth of July	25,000	25,000	27,000	27,000
Youth Nutrition Program	36,139	2,457	18,525	18,525
Senior Dance Program	-	-	-	8,000
Senior Meal Program	-	-	10,000	20,000
Maintenance & Operations Total	746,770	355,446	503,726	504,112
<u>Internal Service Charges</u>				
Workers' Compensation	39,929	41,005	53,793	61,439
Fleet Maintenance	-	23,496	28,787	27,196
General Liability	84,002	88,033	126,913	84,281
Internal Service Charges Total	123,931	152,534	209,493	172,916
<u>Capital Outlay</u>				
Equipment	1,023	5,866	6,500	7,000
Capital Outlay Total	1,023	5,866	6,500	7,000
Total Expenditures/Expenses	1,925,008	1,413,517	1,853,063	1,949,994

Parks & Recreation

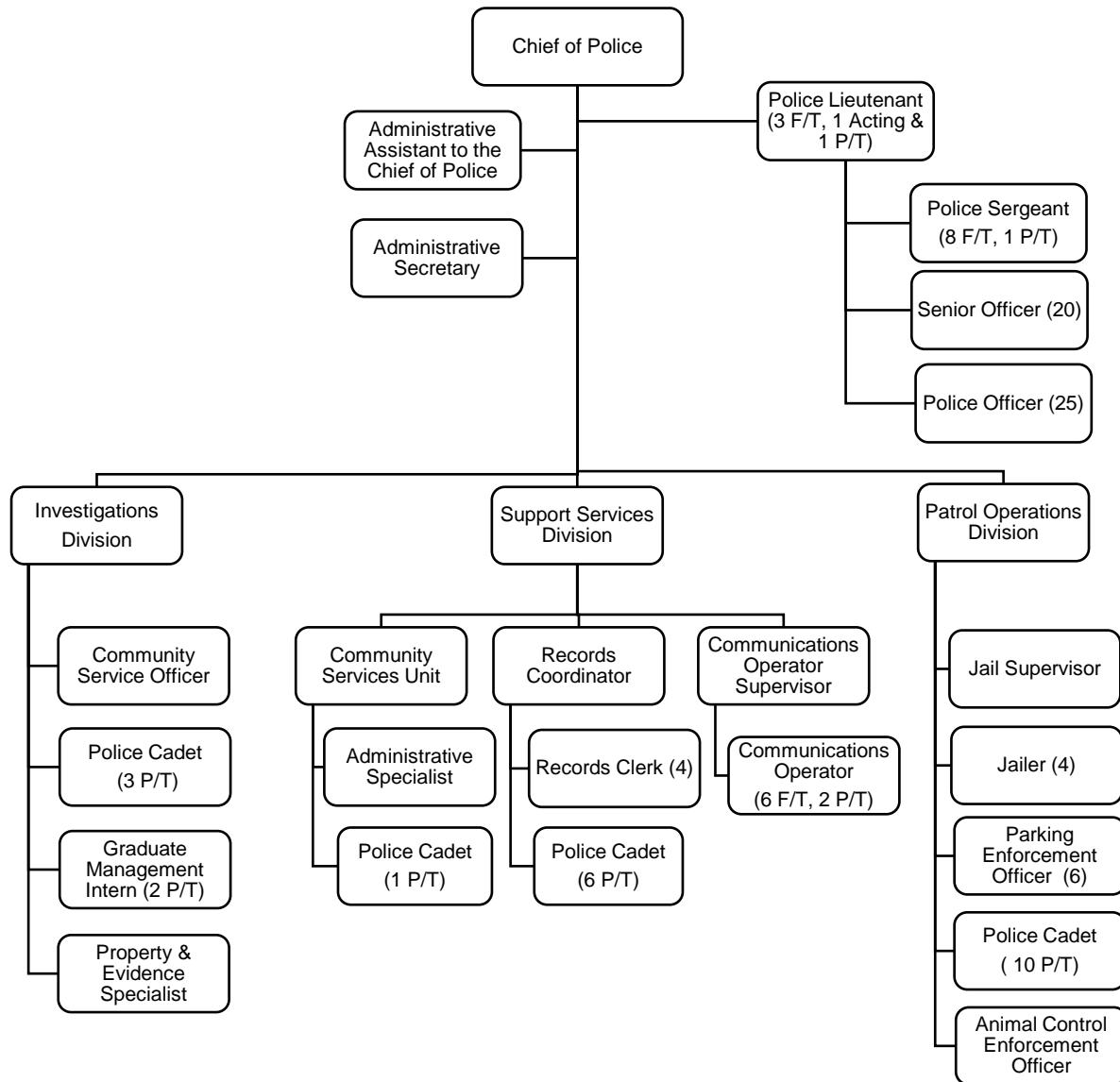
TOTAL BY FUND

FUND TITLE	AMOUNT
GENERAL	1,750,772
SPECIAL EVENTS CONTRIBUTION	48,000
ART IN PUBLIC PLACES	59,700
COMMUNITY DEVELOPMENT BLOCK GRANT	91,522
TOTAL PARKS & RECREATION BY FUND	<u>1,949,994</u>



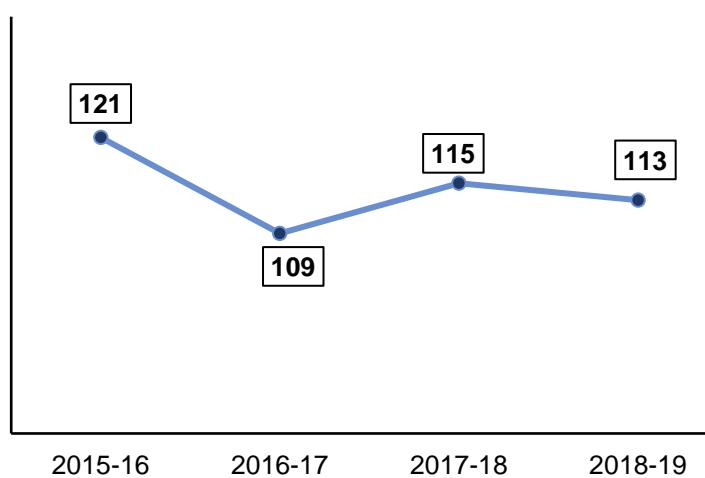


Organizational Chart by Position



2018-19 Positions

	Proposed Budget
Managerial	5
Supervisory	11
Sworn	45
General	26
Part Time	26
Total Positions	113



Police

Mission Statement

We strive to provide highly professional and effective police service to the Huntington Park Community. Our goal is to ensure the safety of every resident and to ensure a pleasant and safe environment wherein everyone can live, work and play. Through mutual respect, trust, and pride in our organization, we aim to accomplish our mission. We believe in traditional values and employ innovative policing methods to help us maintain a meaningful connection with our community and ensure success. We are mindful of the City's financial challenges and work diligently to maximize our policing efforts, while operating within our allocated fiscal year budget, and making every effort to manage our budget in a prudent, efficient and responsible manner.

Departmental Oversight

- Office of the Chief of Police
- Administration Division
- Support Services Division
- Investigations Division
- Patrol Operations Division

Responsibilities

Office of the Chief of Police – Oversees all Divisions of the Police Department. Establishes policies, operating procedures, and performance expectations. Sets departmental goals and objectives. Holds personnel accountable for performance and professional conduct. Administers corrective discipline. Implements policing priorities and community programs. Interacts with the City Council and City Manager's Office, and other City Departments. Is actively engaged in the community.

Administration Division – Assists the Office of the Chief of Police with oversight of Support Services, Investigations, and Patrol Operations Divisions. Directs and coordinates the delivery of police services to the community and strategic planning throughout the Department. Processes all administrative work and payroll. Handles employee discipline, recruitment and hiring, and training. Manages contracts, agreements and grants. Oversees information technology systems (IT). Manages the Department's fiscal year budget and ensures effective and responsible spending.

Support Services Division – Oversees various units and programs within the Department, including; Records Department, Dispatch Center, Police Explorer Program, Emergency Operations Unit, Firearms Training Unit. Delivers programs to the community, such as; National Night Out, Meet Your Police and City Council Members, Teen Academy, and Community Police Academy. Provides public safety resources for City Council meetings and community events. Interacts with other City Departments and members of the public to address community concerns.

Investigations Division – Investigates all crimes and strives to arrest and prosecute criminals in the community. Coordinates special investigations and undercover operations. Interacts with the District Attorney's Office and criminal courts. Oversees the Evidence Department, Crime Suppression Unit (CSU), Special Emergency Response Team (SERT), Crisis Negotiations Team (CNT), Honor Guard, and Special Community Events.

Patrol Operations Division – Provides a Watch Commander and police service to the community 7 days a week, 24 hours a day. Responds to routine police and emergency (911) calls. Investigates traffic collisions, missing persons, and all crimes in the community. Assists members of the public with civil disputes and provides information on available assistance resources. Engages in crime suppression, traffic enforcement, pro-active patrolling and community relations. Oversees the Traffic Unit, Jail Unit, Southeast Regional Mental Evaluation Team (SERMET), Gang Unit, Parking Enforcement Unit, Animal Enforcement Unit, Downtown and City Parks Public Safety Bike Patrol Programs, and the Reserve Police Officer and Police Volunteer Programs.

Major Accomplishments 2017-18

- ❖ Held a successful National Night Out Event with minimal impact to the City GF budget
- ❖ Expanded Meet Your Police and City Council Members Community Meetings
- ❖ Expanded the SERMET program through grant funding to provide added service to the mentally ill and homeless population
- ❖ Expanded traffic enforcement and traffic calming measures at schools throughout the City
- ❖ Hired various vacant sworn and non-sworn positions to increase staffing levels and improve service to the community

Expected Outcomes 2018-2019

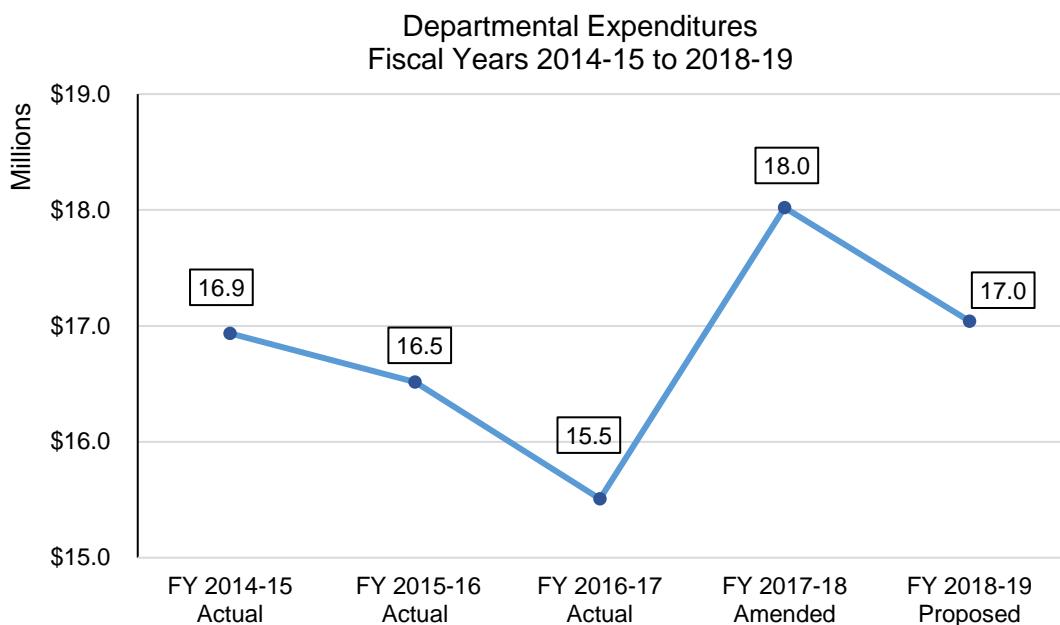
- ❖ Hold a Teen Academy and Community Police Academy class.
- ❖ Continue working with school to improve traffic and student safety during drop-off and pick-up times.
- ❖ Continue hiring vacant positions and acquiring equipment to improve service to the community.
- ❖ Continue progress on the evidence room project.
- ❖ Improve emergency preparedness status of the Department.

Police

<u>Expenditure/Expense Classification</u>	<u>2015-16 Actual</u>	<u>2016-17 Actual</u>	<u>2017-18 Amended Budget</u>	<u>2018-19 Proposed Budget</u>
<u>Salaries & Benefits</u>				
Salaries Permanent/Full Time	7,035,580	6,500,341	7,279,298	7,371,302
Salaries Temporary/Part Time	257,421	222,626	342,552	350,145
Additional Pay	352,231	219,999	242,591	210,782
Allowances & Stipends	79,351	79,450	95,450	93,100
Overtime	802,211	1,060,602	1,093,386	974,850
Holiday/Vacation Payout	320,638	435,038	357,659	363,432
Sick Leave Buy Back	240,219	125,131	123,182	122,984
PARS/PERS Retirement	1,508,288	1,367,636	1,526,438	1,589,598
CalPERS Unfunded Liability	1,007,160	1,253,634	1,787,988	2,147,857
Fringe Benefits	1,237,412	1,148,675	1,484,390	1,518,517
Medicare	126,833	124,728	136,374	138,923
Vacancy Savings	-	-	-	(538,181)
Salary & Benefits Total	12,967,344	12,537,860	14,469,308	14,343,309
<u>Maintenance & Operations</u>				
Office Equipment Maintenance	4,827	-	3,000	-
Professional/Contractual Services	866,741	485,144	532,017	468,357
Professional Development	66,023	60,625	117,889	70,200
Material and Supplies	167,023	123,959	165,556	124,950
Electric and Gas Charges	83,262	-	-	-
Telephone & Wireless	86,710	92,160	75,000	67,500
Building Maintenance	25,246	-	-	-
Police Investigation	8,415	-	15,500	14,000
Equipment Rental	38,207	34,649	41,000	36,900
Medical Services	25,250	28,471	30,000	27,000
Maintenance & Operations Total	1,371,704	825,008	979,962	808,907
<u>Internal Service Charges</u>				
Workers' Compensation	440,166	440,563	531,332	579,949
Fleet Maintenance	411,556	296,765	359,836	339,952
General Liability	925,861	946,074	1,253,548	762,612
Internal Service Charges Total	1,777,583	1,683,402	2,144,716	1,682,513
<u>Capital Outlay</u>				
Equipment	399,487	460,867	440,881	205,000
Capital Outlay Total	399,487	460,867	440,881	205,000
Total Expenditures/Expenses	16,516,118	15,507,137	18,034,867	17,039,729

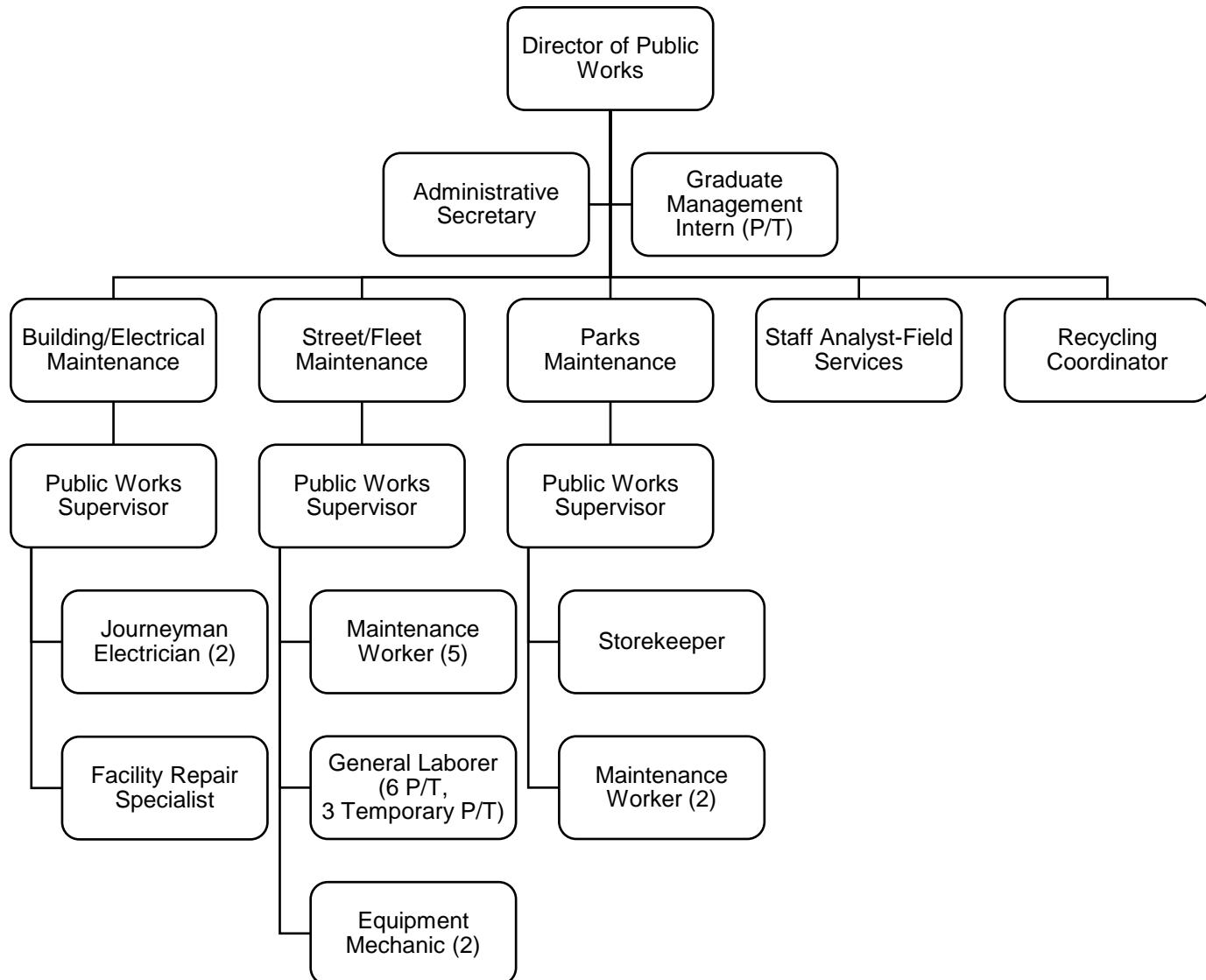
TOTAL BY FUND

<u>FUND TITLE</u>	<u>AMOUNT</u>
GENERAL	15,603,869
SPECIAL REVENUE DNA ID	10,000
SPECIAL REVENUE WELFARE INMATE	10,000
PREVENTION INTERVENTION	103,407
BOARDS OF CORRECTION LEAD	226,685
AUTO THEFT PREVENTION	153,121
CAL COPS	90,000
AIR QUALITY MANAGEMENT	50,000
POLICE FORFEITURE	453,576
PARKING SYSTEM	305,636
ALCOHOLIC BEVERAGE CONTROL GRANT	33,435
TOTAL POLICE BY FUND	17,039,729



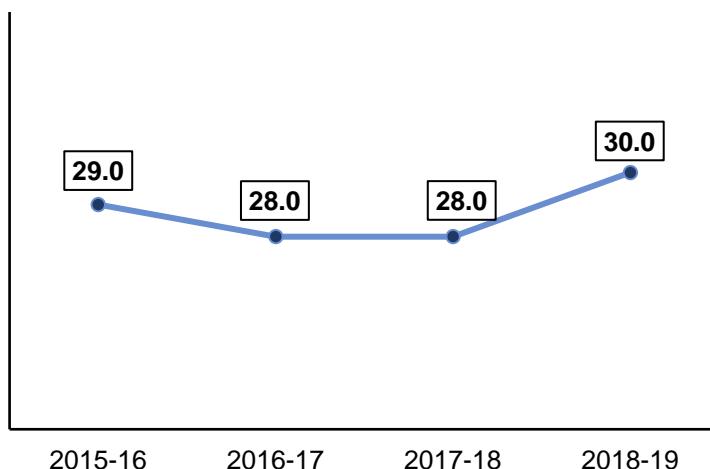


Organizational Chart by Position



2018-19 Positions

	Proposed Budget
Managerial	1
Supervisory	3
General	16
Part Time	10
Total Positions	30



Public Works

Mission Statement	Departmental Oversight
To perform a variety of maintenance services that help improve and maintain safety for the residents of the City of Huntington Park. With 29 personnel and staff members housed within 8 divisions, the Department is focused on maintaining the City's infrastructure.	<ul style="list-style-type: none">• Engineering• Building Maintenance• Fleet Maintenance• Parks Maintenance• Street Maintenance• City Transit• Water & Sewer Operations• Electrical• Recycling & Solid Waste
Responsibilities	
Street Maintenance – Daily maintenance and repair of all City streets, sidewalks, alleys, signs, roadway striping and public right-of-ways.	
Electrical – Maintenance of all City-owned street lights, traffic signals, buildings, and water pumping stations.	
Park and Trees – Maintenance of park grounds, city owned building landscaping, sports fields, and playground apparatuses.	
Fleet Maintenance – Provides maintenance, repair and disposal of the City's vehicle fleet and equipment.	
Recycling/Waste Management – Education, promotion and preparation of recycling and waste management programs.	
Building Maintenance – General and preventative maintenance services for City-owned buildings and facilities.	
Water, Storm-Water and Utilities – Inframark and City staff monitors and maintains the City's water infrastructure and sewer systems providing safe and clean potable water for the City's residents and businesses.	
Transportation – Provide City residents with safe, reliable and clean City transportation.	

Major Accomplishments 2017-2018

- ❖ Transportation: Enhance the attractiveness, cleanliness, and utility of the City and public right-of way; pursue grant opportunities for public improvements
- ❖ Building Facilities: Pursue energy efficient Green Building practices, evaluate Courthouse Emergency Operations Center, and implement design, project management, construction management and maintenance standards
- ❖ Parks and Recreation: Evaluate the rehabilitation of the building, splash pad and other amenities; strive to abate graffiti within 24 hours of notification and foster a culture of cleanliness through education on the hazard and cost of illegal dumping
- ❖ Water, Storm-Water, and Utilities: Prepare a water financial analysis, CIP improvements, and regulatory requirements. Well 15 and 17 improvements
- ❖ Engineering: Pursue grants for public and transportation improvements to infrastructure
- ❖ Traffic Authority: Residents and business owners' requests handled in a timely and conscientious manner
- ❖ Environmental Activities, Grants, and Programs: Implement trash and recycling programs to comply with environmental mandates; seek grants opportunities and community partnerships

Expected Outcomes 2018-2019

- ❖ Improve Water Operations
 - Implement GIS (geographic information system) software for improved asset tracking
 - Develop Water Master Plan
 - Well 15 Operating Permit (Currently have a conditional operating permit)
 - Well 17 Loan/Grant Construction Application for Nitrate Treatment
- ❖ Improve Public Works management and tracking of workflow through the use of App-Order software
- ❖ Improve Public Works lines of communication and exchange of information through the use of Smartsheets
- ❖ Improve time card system through the use of cloud based time card system
- ❖ Create Public Works Document Management
 - Phase 1- Will be developing policies and procedures using internal and industry best practices for the Fleet Maintenance Division

Public Works

<u>Expenditure/Expense Classification</u>	<u>2015-16 Actual</u>	<u>2016-17 Actual</u>	<u>2017-18 Amended Budget</u>	<u>2018-19 Proposed Budget</u>
<u>Salaries & Benefits</u>				
Salaries Permanent/Full Time	1,400,745	1,439,558	1,410,307	1,410,863
Salaries Temporary/Part Time	88,096	75,943	130,962	134,186
Additional Pay	27,288	31,846	33,071	45,601
Allowances & Stipends	2,419	4,550	6,640	5,200
Overtime	45,894	39,121	80,605	73,700
Holiday/Vacation Payout	12,915	11,836	-	-
Sick Leave Buy Back	39,997	24,557	26,496	21,019
PARS/PERS Retirement	258,113	194,807	231,391	256,310
CalPERS Unfunded Liability	-	147,137	177,800	229,985
Fringe Benefits	348,345	353,810	394,249	421,532
Medicare	23,259	23,349	24,544	25,850
Vacancy Savings	-	-	-	(16,121)
Salary & Benefits Total	2,247,070	2,346,514	2,516,065	2,608,125
<u>Maintenance & Operations</u>				
Office Equipment Maintenance	6,811	5,584	4,300	7,300
Professional/Contractual Services	3,215,740	3,599,574	4,656,893	4,322,417
Professional Development	55,467	112,481	142,320	118,300
Material and Supplies	165,756	184,754	346,052	288,983
Advertising and Publication	2,536	12,075	68,883	33,900
Telephone & Wireless	7,614	6,721	9,500	56,000
Electric and Gas Charges	627,006	769,977	874,520	670,000
Equipment Rental	-	-	21,974	28,000
Building Maintenance	41,387	101,972	106,366	84,504
Vehicle/Transit Maintenance	246,258	192,872	255,835	240,000
Water Purchase/Supply	2,546,886	1,575,513	2,034,865	2,207,330
Permits and Fees	39,146	101,408	120,000	154,335
New Water Services	21,664	31,541	139,135	35,000
Water and Sewer Maintenance	27,243	147,845	250,000	300,000
Fixed Route Transit	1,022,324	1,113,042	1,140,000	1,174,200
Dial-A-Ride	625,409	578,286	660,000	638,600
Recreation Transit	9,245	8,105	15,000	15,000
Bus Passes	55,000	65,008	215,000	64,000
Fuel and Oil	114,742	171,266	271,500	248,000
Maintenance & Operations Total	8,830,233	8,778,024	11,332,143	10,685,869
<u>Internal Service Charges</u>				
Workers' Compensation	90,115	84,814	95,932	125,456
Fleet Maintenance	312,217	193,598	237,491	224,368
General Liability	188,866	149,050	226,324	671,758
Internal Service Charges Total	591,198	427,462	559,747	1,021,582

Public Works

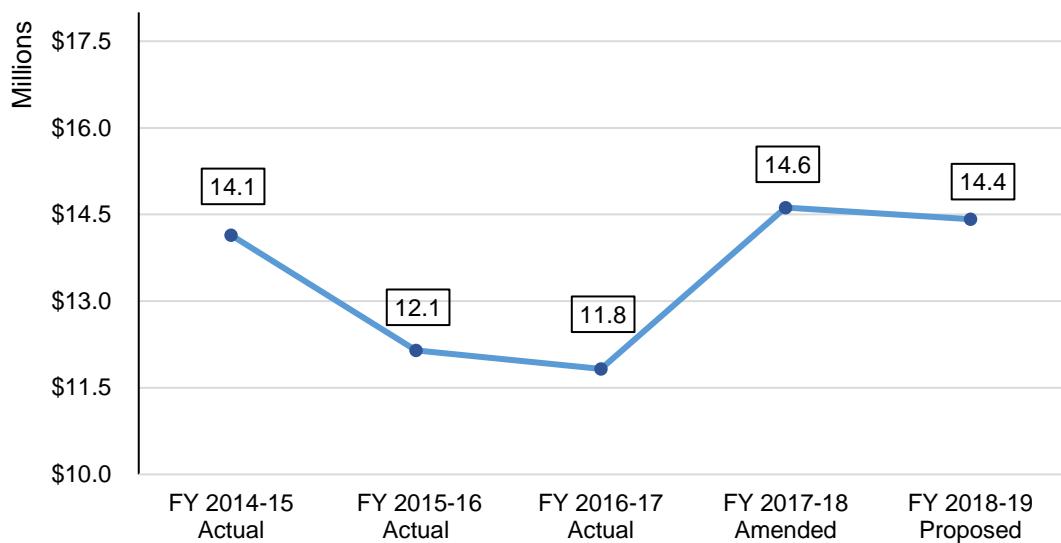
<u>Expenditure/Expense Classification</u>	<u>2015-16 Actual</u>	<u>2016-17 Actual</u>	<u>2017-18 Amended Budget</u>	<u>2018-19 Proposed Budget</u>
<u>Capital Outlay</u>				
Equipment	223,204	274,540	212,328	103,000
Vehicle Replacement	252,908	-	-	-
Capital Outlay Total	476,112	274,540	212,328	103,000
Total Expenditures/Expenses	12,144,614	11,826,540	14,620,283	14,418,576

TOTAL BY FUND

<u>FUND TITLE</u>	<u>AMOUNT</u>
GENERAL	3,806,753
SIGNAL SYNCHRONIZATION	14,622
SALES TAX-TRANSIT PROP A	1,297,612
SALES TAX-TRANSIT PROP C	979,017
STATE GASOLINE TAX	1,098,821
MEASURE R	666,633
AIR QUALITY IMPROVEMENT TRUST	10,000
PARKING SYSTEM	254,718
SEWER MAINTENANCE	267,320
SOLID WASTE MANAGEMENT	36,936
SOLID WASTE RECYCLE GRANT	31,600
PED/BIKE PATH FUND	23,720
STREET LIGHT AND LANDSCAPE	758,121
WATER	4,533,593
FLEET MAINTENANCE	639,110
TOTAL CITY COUNCIL BY FUND	14,418,576

Public Works

Departmental Expenditures
Fiscal Years 2014-15 to 2018-19



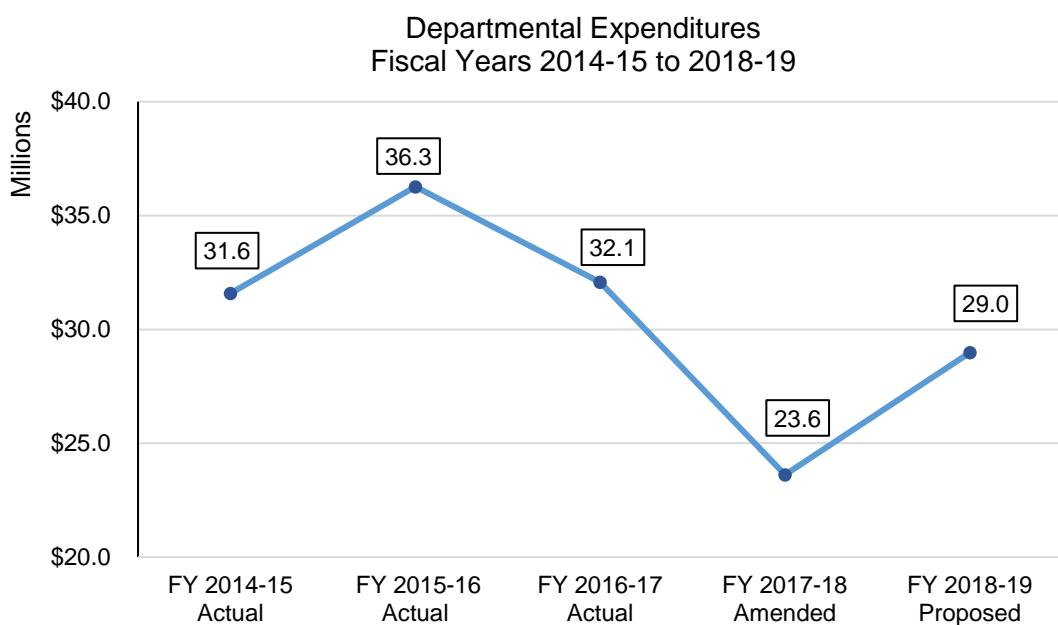
Non-Departmental

<u>Expenditure/Expense Classification</u>	2015-16 Actual	2016-17 Actual	2017-18 Amended Budget	2018-19 Proposed Budget
<u>Maintenance & Operations</u>				
Material and Supplies	7,335	9,184	14,336	7,000
Professional/Contractual Services	1,454,832	670,013	870,300	642,315
Professional Development	5,946	10,584	25,700	-
Telephone & Wireless	104,689	100,744	145,200	158,000
Postage	15,434	12,358	18,500	18,500
Equipment Rental	25,532	31,062	32,000	28,000
Pension Expense	36,340	21,238	-	-
County Admin Fee	14,806	11,627	15,000	15,000
Moving Violations Surcharge	361,504	295,461	325,000	310,000
Risk Management Premium	995,851	1,108,614	1,415,811	1,393,417
Retiree Health Insurance Premium	1,631,577	1,723,746	1,850,000	1,900,000
Sales Tax Rebate	259,854	296,130	300,000	285,000
Unemployment Insurance	11,518	25,904	25,000	25,000
Tuition Assistance	15,297	8,776	25,000	25,000
Bank Services	100,426	97,351	136,060	98,560
Financial Systems	265,094	523,956	596,064	429,000
Vehicle Leases	94,297	27,711	31,000	31,000
Debt Service	25,649,836	23,620,292	13,149,945	13,053,599
Housing Authority	-	-	-	750,000
Transfers	2,831,020	810,000	1,319,000	2,232,400
Car Pool	-	-	2,000	1,800
Risk Management Claims	553,499	659,998	1,019,000	800,000
Land Sale Costs	136,892	-	156,000	3,239,500
Other Expenses	-	210,019	-	-
Maintenance & Operations Total	34,571,579	30,274,768	21,470,916	25,443,091
<u>Internal Service Charges</u>				
Other Post-Employment Benefits	1,678,577	1,754,689	1,887,500	1,930,000
Internal Service Charges Total	1,678,577	1,754,689	1,887,500	1,930,000
<u>Capital Outlay</u>				
Improvements	-	-	-	-
Equipment	16,908	47,440	258,264	6,600
Capital Outlay Total	16,908	47,440	258,264	6,600
<u>Committed Fund Balance</u>				
Committed for Financial Sustainability	-	-	-	1,625,173
Committed Fund Balance Total	-	-	-	1,625,173
Total Expenditures/Expenses	36,267,064	32,076,897	23,616,680	29,004,864

Non-Departmental

TOTAL BY FUND

FUND TITLE	AMOUNT
GENERAL	4,961,731
EMPLOYEES' RETIREMENT	3,837,668
OTHER POST-EMPLOYMENT BENEFITS	1,930,000
SALES TAX- TRANSIT PROPOSITION A	8,870
SALES TAX- TRANSIT PROPOSITION C	14,175
STATE GASOLINE TAX	47,708
MEASURE R	8,399
AIR QUALITY MANAGEMENT TRUST	35,800
PARKING SYSTEM	117,227
REDEVELOPMENT PROPERTY TAX TRUST	12,818,393
SEWER MAINTENANCE	2,992
SOLID WASTE MANAGEMENT	2,592
HP PUBLIC FINANCING AUTHORITY	1,147,052
STREET LIGHT & LANDSCAPE	1,054,347
WATER	413,028
RISK MANAGEMENT	2,604,882
TOTAL NON-DEPARTMENTAL BY FUND	29,004,864



Capital Improvement Program

Funding Source	Project Description	Fiscal Year 2018-19 Proposed Budget
ATP Cycle 2 Grant - Crosswalk Pedestrian Safety Enhancement		
222-4010-431.73-10	Local Match for ATP Cycle 2	36,000
	ATP Cycle 2 Total	36,000
City-Wide Street Improvements		
111-8010-431.73-10	City-Wide Street Improvements	2,589,860
221-4010-431.73-10	City-Wide Street Improvements	400,000
	City-Wide Street Improvements Total	2,989,860
Street Lighting Improvements		
221-8014-429.74-10	Traffic Signal Replacements, Controller Cabinets and Poles	42,500
535-8016-431.74-10	Street Light Improvements & Pole Replacements	60,000
	Street Lighting Improvements Total	102,500
Signal Synchronization and Bus Speed Improvement		
207-8016-429.73-10	Signal Synchronization and Bus Speed Improvement Metro Grant	922,305
209-8010-431.73-10	Metro Federal Transportation Earmark Exchange Grant	235,795
	Signal Synchronization and Bus Speed Improvement Total	1,158,100
Evidence Room Project		
229-7010-421.73-10	Evidence Room Project - Construction Upgrades	50,000
	Evidence Room Project Total	50,000
City-Wide Upgrades		
111-8022-419.73-10	City Hall - Dutch Doors	22,000
	City-Wide Upgrades Total	22,000
Parks and Recreation Upgrades		
114-6010-451.73-10	Salt Lake Park Improvements (Baseball Netting, Gym Floors, Volleyball Carts, Skate Park Bars, and Soccer Circle Bars)	36,000
232-6010-419.73-10	Interior Painting of Recreation Center	13,880
	Parks and Recreation Upgrades Total	49,880
Parks and Recreation Minor Improvements		
111-6010-451.73-10	Parks and Recreation Minor Improvements	20,000
	Parks and Recreation Minor Improvements Total	20,000
Freedom Park Minor Improvements		
111-6010-451.73-10	Freedom Park Minor Improvements	10,000
	Freedom Park Minor Improvements Total	10,000
Salt Lake Park Pool		
111-6010-451.73-10	Salt Lake Park Pool	300,000
	Salt Lake Park Pool Total	300,000
Huntington Park Greenway Linear Park Project		
152-6010-451.73-10	Greenway Linear Park Project	4,650,000
	Huntington Park Greenway Linear Park Project Total	4,650,000
	Grand Total	\$ 9,388,340

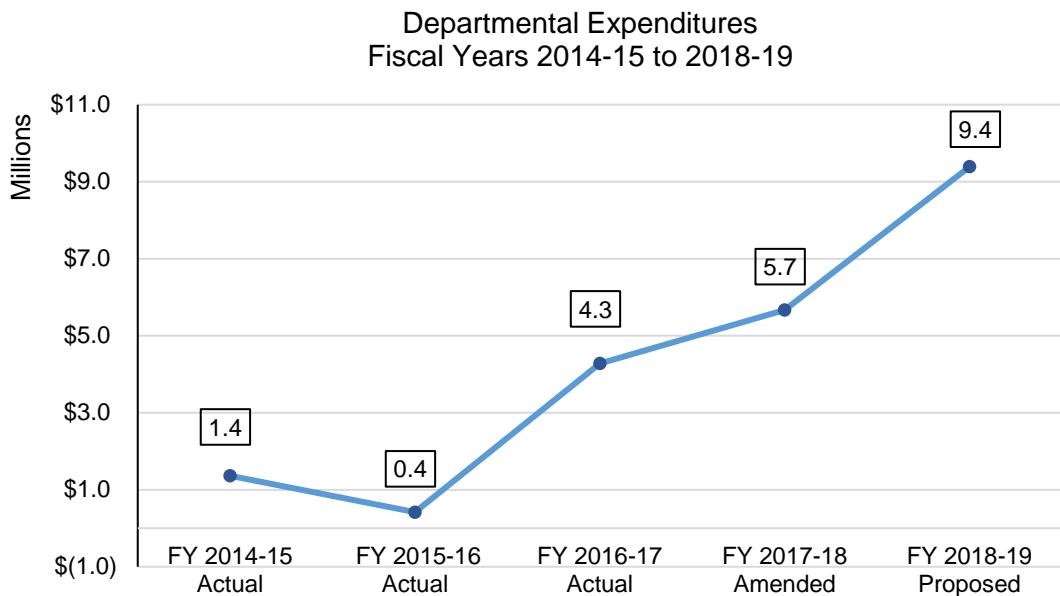
Capital Improvement Program

<u>Expenditure/Expense Classification</u>	<u>2015-16 Actual</u>	<u>2016-17 Actual</u>	<u>2017-18 Amended Budget</u>	<u>2018-19 Adopted Budget</u>
<u>Capital Improvement Programs</u>				
ATP Cycle 2-Pedestrian Improvement	-	67,600	1,744,500	36,000
City-Wide Upgrades	37,143	-	3,520	22,000
CMAQ Metro Rapid Stations	-	-	115,783	-
Evidence Room Project	-	-	-	50,000
Finance Department Improvements	-	-	35,000	-
Florence Street Resurfacing	-	83,937	-	-
Freedom Park Improvements	-	-	-	10,000
Greenway Linear Park Project	-	-	-	4,650,000
I-Park Pay Station	-	120,000	270,056	-
IT Server Room	-	-	25,000	-
Metro Earmark Exchange Grant	-	-	832,186	235,795
SR2S Middleton Safe Route	-	27,965	219,315	-
Pacific Blvd Improvements	224,490	2,748,363	947,658	-
Parks & Recreation Improvements	-	-	-	20,000
Salt Lake Park Improvements	131,671	51,490	36,000	49,880
Salt Lake Park Pool	-	-	-	300,000
Signal Synchronization	-	-	368,000	922,305
Splash Pad	-	464,116	380,883	-
State Street Bike Lane	-	285,876	-	-
Street Lighting Improvements	1,799	8,896	102,500	102,500
Street Improvements	23,431	418,361	589,767	2,989,860
Total Capital Improvements	418,534	4,276,605	5,670,168	9,388,340

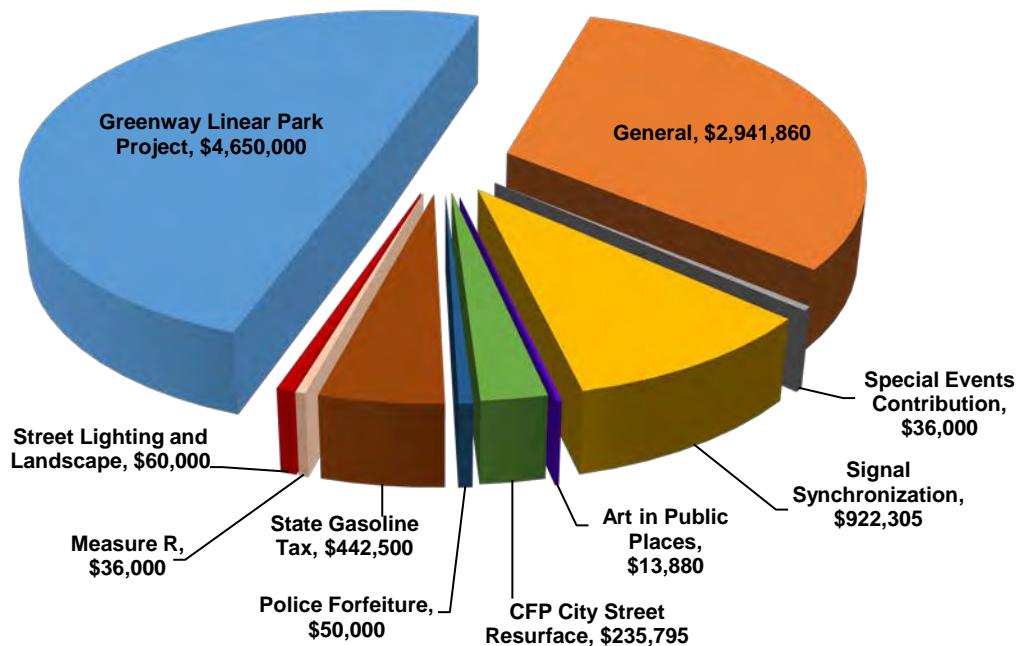
TOTAL BY FUND

<u>FUND TITLE</u>	<u>AMOUNT</u>
GENERAL	2,941,860
SPECIAL EVENTS CONTRIBUTIONS	36,000
GREENWAY LINEAR PARK PROJECT	4,650,000
SIGNAL SYNCHRONIZATION	922,305
CITY STREET RESURFACE	235,795
STATE GASOLINE TAX	442,500
MEASURE R	36,000
POLICE FORFEITURE	50,000
ART IN PUBLIC PLACES	13,880
STREET LIGHTING AND LANDSCAPE	60,000
TOTAL PUBLIC WORKS BY FUND	9,388,340

Capital Improvement Program



Capital Improvement Program by Funding Source



Capital Improvement Program

ATP CYCLE 2 - CROSSWALK PEDESTRIAN SAFETY ENHANCEMENT



Scope of Work

Installation of pedestrian safety improvements at 22 unprotected crosswalks that are either located on streets near schools or those that cross major arterials. These improvements are intended to eliminate unsafe conditions and improve pedestrian access to local destinations.

Location

Streets include Pacific Boulevard, Miles Avenue, Gage Avenue, State Street, Alameda Street, Saturn Street, and Zoe Avenue.

Project Management

Lead Department:	Public Works - Engineering Division
Project Manager:	Daniel Hernandez
Contractor	
Design:	TBD
Construction:	TBD
Construction Management:	TBD
Support Department:	N/A

Budget Detail

Fiscal Year 2018-19

<u>Fund</u>	<u>Description</u>	<u>Proposed</u>
222	Measure R (local match)	\$ 36,000
		TOTAL \$ 36,000

Capital Improvement Program

CITY-WIDE STREET IMPROVEMENTS



Scope of Work

Street improvements generally include the construction of curb, gutter, sidewalk, and curb ramps, the rehabilitation and reclamation of pavement and concrete, and the upgrade of site furnishings and traffic signal systems. Streets are enhanced through improving walkability, making bike connections, supporting transit operations and maintaining mobility for cars.

Location

City-wide

Project Management

Lead Department:	Public Works
Project Manager:	Daniel Hernandez
Contractor	
Design:	TBD
Construction:	TBD
Construction Management:	TBD
Support Department:	N/A

Budget Detail

<u>Fund</u>	<u>Description</u>	<u>Fiscal Year 2018-19</u>	
		<u>Proposed</u>	
111	General Fund	\$	2,589,860
221	State Gasoline Tax Fund		400,000
		TOTAL	\$ 2,989,860

Capital Improvement Program

STREET LIGHTING IMPROVEMENTS



Scope of Work

Repair and/or install new street lights and poles across the City to enhance pedestrian and driver safety. Public Works will compile a list of an estimated 20-30 recommended sites.

Location

Citywide

Project Management

Lead Department:	Public Works - Engineering Division
Project Manager:	Daniel Hernandez
Contractor	
Design:	TBD
Construction:	TBD
Construction Management:	TBD
Support Department:	N/A

Budget Detail

<u>Fund</u>	<u>Description</u>		<u>Fiscal Year 2018-19</u>	
221	State Gasoline Tax Fund		\$	42,500
535	Street Light & Landscape Assessment			60,000
			TOTAL	\$ 102,500

Capital Improvement Program

SIGNAL SYNC AND BUS SPEED IMPROVEMENT



Scope of Work

Synchronize signals along 14 intersections to improve bus line operation, reduce traffic queuing, and enhance the efficiency of major north-south arterials. Improvements include three changeable message signs along Pacific Blvd, reconfiguration of traffic lanes into dual turning lanes, new masts, video activated controllers, and signalized mid-block pedestrian crossing synchronization.

Location

Santa Fe Avenue, Pacific Blvd, Miles Avenue, and State Street

Project Management

Lead Department:	Public Works - Engineering Division
Project Manager:	Daniel Hernandez
Contractor	
Design:	Infrastructure Engineers
Construction:	TBD
Construction Management:	TBD
Support Department:	N/A

Budget Detail

<u>Fund</u>	<u>Description</u>	<u>Fiscal Year 2018-19</u>	
		<u>Proposed</u>	
207	Call For Projects - Signal Synchronization	\$	922,305
209	Metro Federal Transportation Earmark Exchange Grant		235,795
TOTAL		\$	1,158,100

Capital Improvement Program

POLICE UPGRADES



Scope of Work

Construction upgrades to the Annex Building for processing and storage of Police evidence.

Location

Police

Project Management

Lead Department:	Police Department
Project Manager:	Cosme Lozano
Contractor	
Design:	N/A
Construction:	N/A
Construction Management:	N/A
Support Department:	N/A

Budget Detail

Fiscal Year 2018-19

<u>Fund</u>	<u>Description</u>		<u>Proposed</u>
229	Police Forfeiture Fund		\$ 50,000
		TOTAL	\$ 50,000

Capital Improvement Program

CITYWIDE UPGRADES		
 A photograph of a white stone sign for the "CIVIC CENTER CITY OF HUNTINGTON PARK". The sign is set in a landscaped area with blue flowers and a white wall. In the background, a building with arched windows and a flag pole is visible.	Scope of Work Upgrade doors at City Hall	
	Location City Hall	
Project Management		
Lead Department:	Public Works	
Project Manager:	Daniel Hernandez	
Contractor		
Design:	N/A	
Construction:	N/A	
Construction Management:	N/A	
Support Department:	N/A	
Budget Detail		
		Fiscal Year 2018-19
Fund	Description	Proposed
111	General Fund	\$ 22,000
	TOTAL	\$ 22,000

Capital Improvement Program

PARKS AND RECREATION UPGRADES



Scope of Work

Replacement of building equipment for three park sites and interior painting of Recreation Center

Location

Parks and Recreation

Project Management

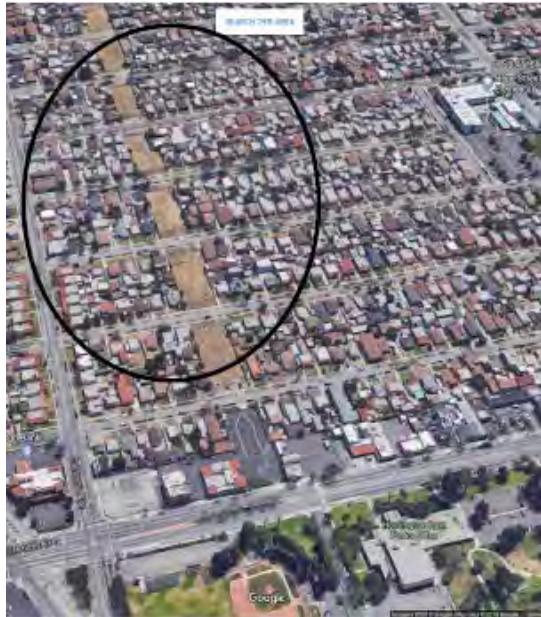
Lead Department:	Parks and Recreation
Project Manager:	Cynthia Norzagaray
Contractor	
Design:	N/A
Construction:	N/A
Construction Management:	N/A
Support Department:	N/A

Budget Detail

<u>Fund</u>	<u>Description</u>	<u>Fiscal Year 2018-19</u>	<u>Proposed</u>
114	Special Events Contribution Recreation	\$ 36,000	
232	Art in Public Places		13,880
		TOTAL	\$ 49,880

Capital Improvement Program

HUNTINGTON PARK GREENWAY LINEAR PARK PROJECT



Scope of Work

The Huntington Park Greenway Linear Park Project will create a new 6-acre park and 0.5 mile non-motorized urban trail within a dense residential community in southeast Los Angeles. This will transform a transmission corridor owned by the Los Angeles Department of Water and Power, creating a safe bicycle and pedestrian pathway in the middle of a high density residential neighborhood, expansion of the City park system, a network of low impact development improvements that simulate natural play areas, play equipment and seating, and a platform for educational and artistic expression. The project will connect directly to Salt Lake Park and reduce commute vehicle miles traveled for roughly 30,000 people who live within 1/2 mile of the project. The project site lies entirely within a disadvantaged and underserved community.

Location

Project lies on 10 blocks utilize transmission corridor right of way. Roughly 0.5 miles just south of Salt Lake Park.

Project Management

Lead Department:	Parks & Recreation
Project Manager:	Cynthia Norzagaray
Contractor	
Design:	Infrastructure Engineers
Construction:	TBD
Construction Management:	TBD
Support Department:	Public Works

Budget Detail

<u>Fund</u>	<u>Description</u>	<u>Fiscal Year 2018-19</u>	
		<u>Proposed</u>	
152	Greenway Linear Park Project	\$	4,650,000
		TOTAL	\$ 4,650,000



Full-Time and Part-Time Positions

Department	Position Title	Fiscal Year 2017-18 Budget	Fiscal Year 2017-18 Filled	Fiscal Year 2018-19 Proposed
City Council				
	City Council	5	5	5
	Administrative Assistant to the City Council	1	-	1
	Secretary - Council	1	1	-
	Total	7	6	6
City Manager				
	City Manager	1	1	1
	Assistant City Manager	1	-	-
	Executive Assistant	1	1	1
	Administrative Assistant to the City Manager	1	1	1
	Graduate Management Intern (P/T)	1	1	1
	Office Assistant (P/T)	2	2	2
	Total	7	6	6
City Manager - Federal Funding and Grants Division				
	Management Analyst	-	-	1
	Senior Management Analyst	-	-	1
	Office Assistant II	-	-	1
	Total	-	-	3
City Clerk				
	City Clerk	1	1	1
	Jr. Deputy City Clerk	1	-	1
	Records/Imaging Clerk (Temporary)	1	1	-
	Office Assistant (P/T)	1	1	1
	Total	4	3	3
Community Development				
	Director of Community Development	1	1	1
	Economic Development Manager	1	-	-
	Project Manager	1	-	-
	Senior Planner	1	1	1
	Associate Planner	1	1	1
	Assistant Planner	1	1	1
	Permit Technician	1	1	1
	Code Enforcement Supervisor	-	-	1
	Code Enforcement Officer	4	4	3
	Senior Management Analyst	1	1	-
	Management Analyst	1	1	1
	Graduate Management Intern (P/T)	-	1	1
	Planning Intern (P/T)	1	-	-
	Total	14	12	11

Full-Time and Part-Time Positions

Department	Position Title	Fiscal Year	Fiscal Year	Fiscal Year
		2017-18 Budget	2017-18 Filled	2018-19 Proposed
Human Resources				
	Director of Human Resources	1	-	-
	Human Resources Assistant	1	1	1
	Administrative Specialist	-	-	1
	Office Assistant I (P/T)	1	1	1
	Total	3	2	3
Finance				
	Director of Finance	1	1	1
	Finance Manager	1	-	1
	Budget Analyst	1	1	1
	Senior Accountant	1	1	1
	Accountant	1	1	1
	Business License Enforcement	1	1	1
	Finance Technician	3	3	2
	Finance Assistant I	3	3	3
	Finance Assistant II	1	1	1
	Management Analyst	-	-	1
	Office Assistant I (P/T)	1	1	1
	Total	14	13	14
Parks and Recreation				
	Director of Parks & Recreation	1	1	1
	Management Analyst	1	1	1
	Recreation Manager	1	1	1
	Recreation Supervisor	2	2	3
	Recreation Coordinator	2	1	2
	Recreation Specialist (P/T)	2	2	2
	Graduate Management Intern (P/T)	1	1	-
	Recreation Leader/Assistant Rec Leader (P/T)	34	28	32
	Total	44	37	42
Police - Sworn				
	Chief of Police	1	1	1
	Police Lieutenant	3	3	3
	Police Lieutenant (Acting)	1	1	1
	Police Sergeant	8	8	8
	Senior Officer	20	18	20
	Police Officer	25	23	25
	PD Lieutenant (Professional Standards P/T)	1	1	1
	Police Sergeant (Fire Range Master P/T)	1	1	1
	Total	60	56	60

Full-Time and Part-Time Positions

Department	Position Title	Fiscal Year	Fiscal Year	Fiscal Year
		2017-18 Budget	2017-18 Filled	2018-19 Proposed
Police (Non-Sworn)				
	Communications Operator Supervisor	1	1	1
	Communications Operator	6	6	6
	Communications Operator (P/T)	2	1	2
	Property & Evidence Specialist	1	1	1
	Administrative Assistant to the Chief of Police	1	1	1
	Animal Enforcement Officer	2	1	1
	Community Service Officer	1	1	1
	Jailer	6	3	4
	Jailer Supervisor	-	-	1
	Parking Enforcement Officer	6	5	6
	Police Records Coordinator	1	1	1
	Police Records Clerk	4	4	4
	Administrative Specialist	1	1	1
	Administrative Secretary	1	1	1
	Police Cadets (P/T)	20	19	20
	Graduate Management Intern (P/T)	2	-	2
	Total	55	46	53
Public Works				
	Director of Public Works	1	1	1
	Staff Analyst - Field Services	1	1	1
	Public Works Supervisor	2	2	3
	Management Analyst	1	1	-
	Recycling Coordinator	1	1	1
	Journeyman Electrician	2	2	2
	Equipment Mechanic	2	2	2
	Administrative Secretary	1	1	1
	Facility Repair Specialist	1	1	1
	Maintenance Worker	8	7	7
	Storekeeper	1	-	1
	Graduate Management Intern (P/T)	1	1	1
	General Laborer (P/T)	6	3	6
	General Laborer (P/T) (Temporary)	-	-	3
	Total	28	23	30
	Grand Total	236	204	231

ATTACHMENT “B”

RESOLUTION NO. 2018-16

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
HUNTINGTON PARK, CALIFORNIA ESTABLISHING THE
APPROPRIATION LIMIT PURSUANT TO THE PROVISIONS
OF THE CALIFORNIA CONSTITUTION ARTICLE XIIIIB FOR
THE FISCAL YEAR BEGINNING JULY 1, 2018 AND ENDING
JUNE 30, 2019**

WHEREAS, the City Council of the City of Huntington Park is required to establish its appropriation limit by resolution pursuant to the provisions of Article XIIIIB of the Constitution of the State of California;

WHEREAS, pursuant to Article XIIIB, Section 1 of the Constitution of the State of California and Section 7900-7914 of the Government Code of the State of California, the City appropriation limit must be adjusted for changes in per capita personal income or cost of living adjustment, and changes in population;

WHEREAS, a California governmental agency may use as its population factor either the annual percentage change of the jurisdiction's own population or the annual percentage change in the population of the county where the jurisdiction is located. The factor adopted by the City for the fiscal year beginning July 1, 2018 and ending June 30, 2019, represents the annual percentage change in population for the County of Los Angeles in the amount of .51%;

WHEREAS, the California Department of Finance has reported a cost of living adjustment which is an increase of 3.67%; and

WHEREAS, FY 2017/18's appropriation limit was \$55,778,999 and is subject to an adjustment factor of 1.0051 that takes into account growth in the County's population and cost of living adjustment increase of 3.67%.

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

SECTION 1. The City Council hereby establishes the appropriation limit for the City for fiscal year beginning July 1, 2018 and ending June 30, 2019 to be \$58,121,001.

SECTION 2. This Resolution shall take effect upon adoption. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 3rd day of July, 2018.

Jhonny Pineda, Mayor

ATTEST:

**Donna G. Schwartz, CMC
City Clerk**



CITY OF HUNTINGTON PARK

Finance Department
City Council Agenda Report

July 3, 2018

Honorable Mayor and Members of the City Council
City of Huntington Park
6550 Miles Avenue
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

CONSIDERATION AND APPROVAL OF FIRST AMENDMENT TO THE FINANCIAL AUDITING SERVICES PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF HUNTINGTON PARK AND THE PUN GROUP, LLP

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Approve First Amendment to the Financial Auditing Services Professional Services Agreement between the City of Huntington Park and the Pun Group, LLP; and
2. Authorize Acting City Manager to execute agreement.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The City of Huntington Park is required to have its financial records, as well as its expenditure of Federal Grants, audited on an annual basis. The City issued a Request for Proposal in 2015 and subsequently awarded a Financial Auditing Services Professional Services Agreement to The Pun Group on July 21, 2015. The Professional Services Agreement allows for two one-year extensions. Staff is recommending a one-year extension of the Auditing Services Agreement. The services to be provided under this amendment include 1) an independent audit of the City's financial records and preparation of the City's annual financial statements, 2) the Single Audit of the City's federal grant funding and 3) a confirmation of the City's GANN Appropriation Limitation calculation.

FISCAL IMPACT

The City's Fiscal Year 2018-19 contains monies budgeted for this purpose in the amount of \$71,390 in account number 111-3010-415.32-40.

CONSIDERATION AND APPROVAL OF FIRST AMENDMENT TO THE FINANCIAL AUDITING SERVICES PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF HUNTINGTON PARK AND THE PUN GROUP, LLP

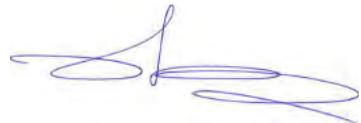
July 3, 2018

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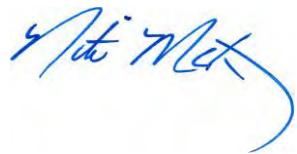
CONCLUSION

Upon City Council approval, the Interim City Manager will execute the First Amendment to the attached Professional Services Agreement.

Respectfully submitted,



RICARDO REYES
Interim City Manager



NITA MCKAY
Director of Finance

ATTACHMENT(S)

- A. Draft First Amendment to the Financial Auditing Services Professional Services Agreement between the City of Huntington Park and The Pun Group, LLP
- B. Financial Auditing Services Professional Services Agreement dated July 21, 2015

ATTACHMENT “A”



**FIRST AMENDMENT TO FINANCIAL AUDITING SERVICES PROFESSIONAL
SERVICES AGREEMENT**

THIS FIRST AMENDMENT AGREEMENT ("Agreement") is made as of July 3, 2018 by and between the CITY OF HUNTINGTON PARK, a municipal corporation ("City") and The Pun Group, LLP. (hereinafter, "Contractor"). For the purposes of this Agreement, City and Contractor may be referred to collectively by the capitalized term "Parties." The capitalized term "Party" may refer to City or Contractor interchangeably. Based on and in consideration of the mutual promises set forth below, the parties agree as follows:

RECITALS

This Agreement is made and entered into with respect to the following facts:

WHEREAS, Contractor was retained to provide financial auditing services for the City;

WHEREAS, on July 21, 2015, the Parties executed and entered into that certain agreement entitled, Professional Services Agreement (Financial Auditing Services) (hereinafter, the "Master Agreement") which is attached hereto as Exhibit "A";

WHEREAS, Section 1.2 of the Master Agreement provides for a term extension at the City's discretion; and

NOW THEREFORE, in consideration of the promises and mutual promises herein contained, it is agreed as follows:

1. **Term**. Section 1.2 of the Master Agreement is hereby extended for one additional year commencing on July 3, 2018 and expiring on June 30, 2019 for the financial audit of Fiscal Year 2017-18.

2. **Compensation**. Consultant shall perform the various services and tasks set forth in the Scope of Services of the Master Agreement at a not-to-exceed sum of Seventy One Thousand Three Hundred Ninety Dollars (\$71,390.00).

3. Except as otherwise set forth in this First Amendment, the terms of the Master Agreement shall control. This First Amendment Agreement with the Professional Services Agreement shall constitute the entire, complete, final, and exclusive expression of the Parties with respect to the matters addressed in both documents.

IN WITNESS WHEREOF, the Parties hereto have caused this First Amendment Agreement to be executed the day and year first appearing in this Agreement, above.

CITY OF HUNTINGTON PARK:

By: _____

Ricardo Reyes
Interim City Manager

THE PUN GROUP, LLP

By: _____

Name: _____

Title: _____

ATTEST:

Donna G. Schwartz, CMC, City Clerk

APPROVED AS TO FORM:

By: _____

ATTACHMENT "B"

PROFESSIONAL SERVICES AGREEMENT

(Engagement: Financial Auditing Services)

Contract Number: FIN 16-01

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is made and entered into this 21st day of July 2015 (hereinafter, the "Effective Date"), by and between the CITY OF HUNTINGTON PARK, a municipal corporation ("CITY") and The Pun Group, LLP (hereinafter, "CONSULTANT"). For the purposes of this Agreement CITY and CONSULTANT may be referred to collectively by the capitalized term "Parties." The capitalized term "Party" may refer to CITY or CONSULTANT interchangeably.

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

I.

ENGAGEMENT TERMS

- 1.1 **SCOPE OF SERVICES:** Subject to the terms and conditions set forth in this Agreement and all exhibits attached and incorporated hereto, CONSULTANT agrees to perform the services and tasks set forth in **Exhibit "A"** (hereinafter referred to as the "**Scope of Services**"). CONSULTANT further agrees to furnish to CITY all labor, materials, tools, supplies, equipment, services, tasks and incidental and customary work necessary to competently perform and timely complete the services and tasks set forth in the Scope of Services. For the purposes of this Agreement the aforementioned services and tasks set forth in the Scope of Services shall hereinafter be referred to generally by the capitalized term "Work."
- 1.2 **TERM:** This Agreement will become effective on the date written above, and will continue for the period of two (2) years beginning with audit of City's fiscal year ending June 30, 2015, with an option for a two (2) year extension at the City's discretion. Nothing in this Section shall operate to prohibit or otherwise restrict the CITY's ability to terminate this Agreement at any time for convenience or for cause.
- 1.3 **COMPENSATION:**
 - A. CONSULTANT shall perform the various services and tasks set forth in the Scope of Services in accordance with the compensation schedule which is as follows (hereinafter, the "Approved Rate Schedule"):
 1. Contract Period: Audit for FY15 - \$67,300. Audit for FY16 - \$68,750.
 2. Extension Period: Audit for FY17 - \$69,990. Audit for FY17 - \$71,390.
 3. The fees quoted above are based on two (2) Major Programs to be audited during the Single Audit each year. Any additional Major Program as determined under the OMB Circular A-133 or any new Uniform Grant Guidance will be \$3,500 each.
 - B. Section 1.3(A) notwithstanding, CONSULTANT's total compensation during the Term of this Agreement or any extension term shall not exceed the budgeted aggregate sum of \$277,430 (hereinafter, the "Not-to-Exceed Sum"), unless such added expenditure is first approved by the CITY acting in consultation with the City Manager and the Director of Finance. In the event CONSULTANT's charges are projected to exceed the Not-to-Exceed Sum prior to the expiration of the Term or any single extension term, CITY may suspend CONSULTANT's performance pending CITY approval of any anticipated expenditures in excess of the Not-to-Exceed Sum or any other CITY-approved amendment to the compensation terms of this Agreement.
- 1.4 **PAYMENT OF COMPENSATION:** Following the conclusion of each calendar month, CONSULTANT shall submit to CITY an itemized invoice indicating the services and tasks performed during the recently concluded calendar month, including services and tasks performed. If the amount of CONSULTANT's monthly compensation is a function of hours worked by CONSULTANT's personnel, the invoice shall indicate the number of hours worked in the recently concluded calendar month, the persons responsible for performing the

Work, the rate of compensation at which such services and tasks were performed, the subtotal for each task and service performed and a grand total for all services performed.

- A. Interim billings shall not cumulatively exceed ninety percent (90%) of the annual fixed price. The final billing will be processed upon completion of the final task under the contract, which is the annual presentation to the City Council and completion of any follow up that results from City Council direction, if any.
- B. Within thirty (30) calendar days of receipt of each invoice, CITY shall notify CONSULTANT in writing of any disputed amounts included in the invoice. Within forty-five (45) calendar days of receipt of each invoice, CITY shall pay all undisputed amounts included on the invoice. CITY shall not withhold applicable taxes or other authorized deductions from payments made to CONSULTANT.

1.5 **ACCOUNTING RECORDS:** CONSULTANT shall maintain complete and accurate records with respect to all matters covered under this Agreement for a period of three (3) years after the expiration or termination of this Agreement. CITY shall have the right to access and examine such records, without charge, during normal business hours. CITY shall further have the right to audit such records, to make transcripts therefrom and to inspect all program data, documents, proceedings, and activities.

1.6 **ABANDONMENT BY CONSULTANT:** In the event CONSULTANT ceases to perform the Work agreed to under this Agreement or otherwise abandons the undertaking contemplated herein prior to the expiration of this Agreement or prior to completion of any or all tasks set forth in the Scope of Services, CONSULTANT shall deliver to CITY immediately and without delay, all materials, records and other work product prepared or obtained by CONSULTANT in the performance of this Agreement. Furthermore, CONSULTANT shall only be compensated for the reasonable value of the services, tasks and other work performed up to the time of cessation or abandonment, less a deduction for any damages, costs or additional expenses which CITY may incur as a result of CONSULTANT's cessation or abandonment.

II. PERFORMANCE OF AGREEMENT

2.1 **CITY'S REPRESENTATIVES:** The CITY hereby designates the City Manager and Finance Director (hereinafter, the "CITY Representatives") to act as its representatives for the performance of this Agreement. The City Manager shall be the chief CITY Representative. The CITY Representatives or their designee shall act on behalf of the CITY for all purposes under this Agreement. CONSULTANT shall not accept directions or orders from any person other than the CITY Representatives or their designee.

2.2 **CONSULTANT REPRESENTATIVE:** CONSULTANT hereby designates Kenneth H. Pun, Managing Partner to act as its representative for the performance of this Agreement (hereinafter, "CONSULTANT Representative"). CONSULTANT Representative shall have full authority to represent and act on behalf of the CONSULTANT for all purposes under this Agreement. CONSULTANT Representative or his designee shall supervise and direct the performance of the Work, using his best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Work under this Agreement. Notice to the CONSULTANT Representative shall constitute notice to CONSULTANT.

2.3 **COORDINATION OF SERVICE; CONFORMANCE WITH REQUIREMENTS:** CONSULTANT agrees to work closely with CITY staff in the performance of the Work and this Agreement and shall be available to CITY staff and the CITY Representatives at all reasonable times. All work prepared by CONSULTANT shall be subject to inspection and approval by CITY Representatives or their designees.

2.4 **STANDARD OF CARE; PERFORMANCE OF EMPLOYEES:** CONSULTANT represents, acknowledges and agrees to the following:

- A. CONSULTANT shall perform all Work skillfully, competently and to the highest standards of CONSULTANT's profession;
- B. CONSULTANT shall perform all Work in a manner reasonably satisfactory to the CITY;
- C. CONSULTANT shall comply with all applicable federal, state and local laws and regulations, including the conflict of interest provisions of Government Code Section 1090 and the Political Reform Act (Government Code Section 81000 *et seq.*);
- D. CONSULTANT understands the nature and scope of the Work to be performed under this Agreement as well as any and all schedules of performance;
- E. All of CONSULTANT's employees and agents possess sufficient skill, knowledge, training and experience to perform those services and tasks assigned to them by CONSULTANT; and
- F. All of CONSULTANT's employees and agents (including but not limited subcontractors and subconsultants) possess all licenses, permits, certificates, qualifications and approvals of whatever nature that are legally required to perform the tasks and services contemplated under this Agreement and all such licenses, permits, certificates, qualifications and approvals shall be maintained throughout the term of this Agreement and made available to CITY for copying and inspection.

The Parties acknowledge and agree that CONSULTANT shall perform, at CONSULTANT's own cost and expense and without any reimbursement from CITY, any services necessary to correct any errors or omissions caused by CONSULTANT's failure to comply with the standard of care set forth under this Section or by any like failure on the part of CONSULTANT's employees, agents, contractors, subcontractors and subconsultants. Such effort by CONSULTANT to correct any errors or omissions shall be commenced immediately upon their discovery by either Party and shall be completed within seven (7) calendar days from the date of discovery or such other extended period of time authorized by the CITY Representatives in writing and in their sole and absolute discretion. The Parties acknowledge and agree that CITY's acceptance of any work performed by CONSULTANT or on CONSULTANT's behalf shall not constitute a release of any deficiency or delay in performance. The Parties further acknowledge, understand and agree that CITY has relied upon the foregoing representations of CONSULTANT, including but not limited to the representation that CONSULTANT possesses the skills, training, knowledge and experience necessary to perform the Work skillfully, competently and to the highest standards of CONSULTANT's profession.

- 2.5 **ASSIGNMENT:** The skills, training, knowledge and experience of CONSULTANT are material to CITY's willingness to enter into this Agreement. Accordingly, CITY has an interest in the qualifications and capabilities of the person(s) who will perform the services and tasks to be undertaken by CONSULTANT or on behalf of CONSULTANT in the performance of this Agreement. In recognition of this interest, CONSULTANT agrees that it shall not assign or transfer, either directly or indirectly or by operation of law, this Agreement or the performance of any of CONSULTANT's duties or obligations under this Agreement without the prior written consent of the CITY. In the absence of CITY's prior written consent, any attempted assignment or transfer shall be ineffective, null and void and shall constitute a material breach of this Agreement.
- 2.6 **CONTROL AND PAYMENT OF SUBORDINATES; INDEPENDENT CONTRACTOR:** The Work shall be performed by CONSULTANT or under CONSULTANT's strict supervision. CONSULTANT will determine the means, methods and details of performing the Work subject to the requirements of this Agreement. CITY retains CONSULTANT on an independent contractor basis and not as an employee. CONSULTANT reserves the right to perform similar or different services for other principals during the term of this Agreement, provided such work does not unduly interfere with CONSULTANT's competent and timely performance of the Work contemplated under this Agreement and provided the performance of such services does not result in the unauthorized disclosure of CITY's confidential or proprietary information. Any additional personnel performing the Work under this Agreement on behalf of CONSULTANT are not employees of CITY and shall at all times be under CONSULTANT's exclusive

direction and control. CONSULTANT shall pay all wages, salaries and other amounts due such personnel and shall assume responsibility for all benefits, payroll taxes, Social Security and Medicare payments and the like. CONSULTANT shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: Social Security taxes, income tax withholding, unemployment insurance, disability insurance, workers' compensation insurance and the like.

- 2.7 **REMOVAL OF EMPLOYEES OR AGENTS:** If any of CONSULTANT's officers, employees, agents, contractors, subcontractors or subconsultants is determined by the CITY Representatives to be uncooperative, incompetent, a threat to the adequate or timely performance of the tasks assigned to CONSULTANT, a threat to persons or property, or if any of CONSULTANT's officers, employees, agents, contractors, subcontractors or subconsultants fail or refuse to perform the Work in a manner acceptable to the CITY, such officer, employee, agent, contractor, subcontractor or subconsultant shall be promptly removed by CONSULTANT and shall not be re-assigned to perform any of the Work.
- 2.8 **COMPLIANCE WITH LAWS:** CONSULTANT shall keep itself informed of and in compliance with all applicable federal, State or local laws to the extent such laws control or otherwise govern the performance of the Work. CONSULTANT's compliance with applicable laws shall include without limitation compliance with all applicable Cal/OSHA requirements.
- 2.9 **NON-DISCRIMINATION:** In the performance of this Agreement, CONSULTANT shall not discriminate against any employee, subcontractor, subconsultant, or applicant for employment because of race, color, creed, religion, sex, marital status, sexual orientation, national origin, ancestry, age, physical or mental disability or medical condition.
- 2.10. **INDEPENDENT CONTRACTOR STATUS:** The Parties acknowledge, understand and agree that CONSULTANT and all persons retained or employed by CONSULTANT are, and shall at all times remain, wholly independent contractors and are not officials, officers, employees, departments or subdivisions of CITY. CONSULTANT shall be solely responsible for the negligent acts and/or omissions of its employees, agents, contractors, subcontractors and subconsultants. CONSULTANT and all persons retained or employed by CONSULTANT shall have no authority, express or implied, to bind CITY in any manner, nor to incur any obligation, debt or liability of any kind on behalf of, or against, CITY, whether by contract or otherwise, unless such authority is expressly conferred to CONSULTANT under this Agreement or is otherwise expressly conferred by CITY in writing.

III. INSURANCE

- 3.1 **DUTY TO PROCURE AND MAINTAIN INSURANCE:** Prior to the beginning of and throughout the duration of the Work, CONSULTANT will procure and maintain policies of insurance that meet the requirements and specifications set forth under this Article. CONSULTANT shall procure and maintain the following insurance coverage, at its own expense:
 - A. **Commercial General Liability Insurance:** CONSULTANT shall procure and maintain Commercial General Liability Insurance ("CGL Coverage") as broad as Insurance Services Office Commercial General Liability coverage (occurrence Form CG 0001) or its equivalent. Such CGL Coverage shall have minimum limits of no less than One Million Dollars (\$1,000,000.00) per occurrence and Two Million Dollars (\$2,000,000.00) in the general aggregate for bodily injury, personal injury, property damage, operations, products and completed operations, and contractual liability.
 - B. **Automobile Liability Insurance:** CONSULTANT shall procure and maintain Automobile Liability Insurance as broad as Insurance Services Office Form Number CA 0001 covering Automobile Liability, Code 1 (any auto). Such Automobile Liability Insurance shall have minimum limits of no less than One Million Dollars (\$1,000,000.00) per accident for bodily injury and property damage.

C. Workers' Compensation Insurance/ Employer's Liability Insurance: A policy of workers' compensation insurance in such amount as will fully comply with the laws of the State of California and which shall indemnify, insure and provide legal defense for both CONSULTANT and CITY against any loss, claim or damage arising from any injuries or occupational diseases occurring to any worker employed by or any persons retained by CONSULTANT in the course of carrying out the Work contemplated in this Agreement.

D. Errors & Omissions Insurance: For the full term of this Agreement and for a period of three (3) years thereafter, CONSULTANT shall procure and maintain Errors and Omissions Liability Insurance appropriate to CONSULTANT's profession. Such coverage shall have minimum limits of no less than One Million Dollars (\$1,000,000.00) per occurrence and shall be endorsed to include contractual liability.

3.2 ADDITIONAL INSURED REQUIREMENTS: The CGL Coverage and the Automobile Liability Insurance shall contain an endorsement naming the CITY and CITY's elected and appointed officials, officers, employees, agents and volunteers as additional insureds.

3.3 REQUIRED CARRIER RATING: All varieties of insurance required under this Agreement shall be procured from insurers registered to do business in the State of California and authorized to issue policies directly to California insureds. Except as otherwise provided elsewhere under this Article, all required insurance shall be procured from insurers who, according to the latest edition of the Best's Insurance Guide, have an A.M. Best's rating of no less than A-/VII. CITY may also accept policies procured by insurance carriers with a Standard & Poor's rating of no less than BBB according to the latest published edition the Standard & Poor's rating guide. As to Workers' Compensation Insurance/ Employer's Liability Insurance, the CITY Representatives are authorized to authorize lower ratings than those set forth in this Section.

3.4 PRIMACY OF CONSULTANT'S INSURANCE: All policies of insurance provided by CONSULTANT shall be primary to any coverage available to CITY or CITY's elected or appointed officials, officers, employees, agents or volunteers. Any insurance or self-insurance maintained by CITY or CITY's elected or appointed officials, officers, employees, agents or volunteers shall be in excess of CONSULTANT's insurance and shall not contribute with it.

3.5 WAIVER OF SUBROGATION: All insurance coverage provided pursuant to this Agreement shall not prohibit CONSULTANT or CONSULTANT's officers, employees, agents, subcontractors or subconsultants from waiving the right of subrogation prior to a loss. CONSULTANT hereby waives all rights of subrogation against CITY.

3.6 VERIFICATION OF COVERAGE: CONSULTANT acknowledges, understands and agrees, that CITY's ability to verify the procurement and maintenance of the insurance required under this Article is critical to safeguarding CITY's financial well-being and, indirectly, the collective well-being of the residents of the CITY. Accordingly, CONSULTANT warrants, represents and agrees that its shall furnish CITY with original certificates of insurance and endorsements evidencing the coverage required under this Article on forms satisfactory to CITY in its sole and absolute discretion. **The certificates of insurance and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf, and shall be on forms provided by the CITY if requested.** All certificates of insurance and endorsements shall be received and approved by CITY as a condition precedent to CONSULTANT's commencement of any work or any of the Work and annually thereafter. Upon CITY's written request, CONSULTANT shall also provide CITY with certified copies of all required insurance policies and endorsements.

IV. INDEMNIFICATION

4.1 The Parties agree that CITY and CITY's elected and appointed officials, officers, employees, agents and volunteers (hereinafter, the "CITY Indemnitees") should, to the fullest extent permitted by law, be protected from any and all loss, injury, damage, claim, lawsuit, cost, expense, attorneys' fees, litigation costs, or any other cost arising out of or in any way related to the performance of this Agreement. Accordingly, the

provisions of this indemnity provision are intended by the Parties to be interpreted and construed to provide the CITY Indemnitees with the fullest protection possible under the law. CONSULTANT acknowledges that CITY would not enter into this Agreement in the absence of CONSULTANT's commitment to indemnify, defend and protect CITY as set forth herein.

- 4.2 To the fullest extent permitted by law, CONSULTANT shall indemnify, hold harmless and defend the CITY Indemnitees from and against all liability, loss, damage, expense, cost (including without limitation reasonable attorneys' fees, expert fees and all other costs and fees of litigation) of every nature arising out of or in connection with CONSULTANT's performance of work hereunder or its failure to comply with any of its obligations contained in this Agreement, except such loss or damage which is caused by the sole negligence or willful misconduct of the CITY.
- 4.3 CITY shall have the right to offset against the amount of any compensation due CONSULTANT under this Agreement any amount due CITY from CONSULTANT as a result of CONSULTANT's failure to pay CITY promptly any indemnification arising under this Article and related to CONSULTANT's failure to either (i) pay taxes on amounts received pursuant to this Agreement or (ii) comply with applicable workers' compensation laws.
- 4.4 The obligations of CONSULTANT under this Article will not be limited by the provisions of any workers' compensation act or similar act. CONSULTANT expressly waives its statutory immunity under such statutes or laws as to CITY and CITY's elected and appointed officials, officers, employees, agents and volunteers.
- 4.5 CONSULTANT agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Article from each and every subcontractor or any other person or entity involved by, for, with or on behalf of CONSULTANT in the performance of this Agreement. In the event CONSULTANT fails to obtain such indemnity obligations from others as required herein, CONSULTANT agrees to be fully responsible and indemnify, hold harmless and defend CITY and CITY's elected and appointed officials, officers, employees, agents and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of CONSULTANT's subcontractors or any other person or entity involved by, for, with or on behalf of CONSULTANT in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of CITY's choice.
- 4.6 CITY does not, and shall not, waive any rights that it may possess against CONSULTANT because of the acceptance by CITY, or the deposit with CITY, of any insurance policy or certificate required pursuant to this Agreement. This hold harmless and indemnification provision shall apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.
- 4.7 This Article and all provisions contained herein (including but not limited to the duty to indemnify, defend and hold free and harmless) shall survive the termination or normal expiration of this Agreement and is in addition to any other rights or remedies which the CITY may have at law or in equity.

V.
TERMINATION

- 5.1 **TERMINATION WITHOUT CAUSE:** CITY may terminate this Agreement at any time for convenience and without cause by giving CONSULTANT a minimum of five (5) calendar days prior written notice of CITY's intent to terminate this Agreement. Upon such termination for convenience, CONSULTANT shall be compensated only for those services and tasks which have been performed by CONSULTANT up to the effective date of the termination. CONSULTANT may not terminate this Agreement except for cause as provided under Section 5.2, below. If this Agreement is terminated as provided herein, CITY may require CONSULTANT to provide all finished or unfinished Documents and Data, as defined in Section 7.1 below, and other information of any kind prepared by CONSULTANT in connection with the performance of the Work. CONSULTANT shall be required to provide such Documents and Data within fifteen (15) calendar days of CITY's written request. No actual or asserted breach of this Agreement on the part of CITY pursuant

to Section 5.2, below, shall operate to prohibit or otherwise restrict CITY's ability to terminate this Agreement for convenience as provided under this Section.

5.2 EVENTS OF DEFAULT; BREACH OF AGREEMENT:

- A. In the event either Party fails to perform any duty, obligation, service or task set forth under this Agreement (or fails to timely perform or properly perform any such duty, obligation, service or task set forth under this Agreement), an event of default (hereinafter, "Event of Default") shall occur. For all Events of Default, the Party alleging an Event of Default shall give written notice to the defaulting Party (hereinafter referred to as a "Default Notice") which shall specify: (i) the nature of the Event of Default; (ii) the action required to cure the Event of Default; (iii) a date by which the Event of Default shall be cured, which shall not be less than the applicable cure period set forth under Sections 5.2.B and 5.2C below or if a cure is not reasonably possible within the applicable cure period, to begin such cure and diligently prosecute such cure to completion. The Event of Default shall constitute a breach of this Agreement if the defaulting Party fails to cure the Event of Default within the applicable cure period or any extended cure period allowed under this Agreement.
- B. CONSULTANT shall cure the following Events of Defaults within the following time periods:
 - i. Within three (3) business days of CITY's issuance of a Default Notice for any failure of CONSULTANT to timely provide CITY or CITY's employees or agents with any information and/or written reports, documentation or work product which CONSULTANT is obligated to provide to CITY or CITY's employees or agents under this Agreement. Prior to the expiration of the 3-day cure period, CONSULTANT may submit a written request for additional time to cure the Event of Default upon a showing that CONSULTANT has commenced efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 3-day cure period. The foregoing notwithstanding, CITY shall be under no obligation to grant additional time for the cure of an Event of Default under this Section 5.2 B.i. that exceeds seven (7) calendar days from the end of the initial 3-day cure period; or
 - ii. Within fourteen (14) calendar days of CITY's issuance of a Default Notice for any other Event of Default under this Agreement. Prior to the expiration of the 14-day cure period, CONSULTANT may submit a written request for additional time to cure the Event of Default upon a showing that CONSULTANT has commenced efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 14-day cure period. The foregoing notwithstanding, CITY shall be under no obligation to grant additional time for the cure of an Event of Default under this Section 5.2B.ii that exceeds thirty (30) calendar days from the end of the initial 14-day cure period.

In addition to any other failure on the part of CONSULTANT to perform any duty, obligation, service or task set forth under this Agreement (or the failure to timely perform or properly perform any such duty, obligation, service or task), an Event of Default on the part of CONSULTANT shall include, but shall not be limited to the following: (i) CONSULTANT's refusal or failure to perform any of the services or tasks called for under the Scope of Services; (ii) CONSULTANT's failure to fulfill or perform its obligations under this Agreement within the specified time or if no time is specified, within a reasonable time; (iii) CONSULTANT's and/or its employees' disregard or violation of any federal, state, local law, rule, procedure or regulation; (iv) the initiation of proceedings under any bankruptcy, insolvency, receivership, reorganization, or similar legislation as relates to CONSULTANT, whether voluntary or involuntary; (v) CONSULTANT's refusal or failure to perform or observe any covenant, condition, obligation or provision of this Agreement; and/or (vii) CITY's discovery that a statement representation or warranty by CONSULTANT relating to this Agreement is false, misleading or erroneous in any material respect.

- C. CITY shall cure any Event of Default asserted by CONSULTANT within forty-five (45) calendar days of CONSULTANT's issuance of a Default Notice, unless the Event of Default cannot reasonably be cured within the 45-day cure period. Prior to the expiration of the 45-day cure period, CITY may submit a written request for additional time to cure the Event of Default upon a showing that CITY has commenced

its efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 45-day cure period. The foregoing notwithstanding, an Event of Default dealing with CITY's failure to timely pay any undisputed sums to CONSULTANT as provided under Section 1.4, above, shall be cured by CITY within five (5) calendar days from the date of CONSULTANT's Default Notice to CITY.

- D. CITY, in its sole and absolute discretion, may also immediately suspend CONSULTANT's performance under this Agreement pending CONSULTANT's cure of any Event of Default by giving CONSULTANT written notice of CITY's intent to suspend CONSULTANT's performance (hereinafter, a "Suspension Notice"). CITY may issue the Suspension Notice at any time upon the occurrence of an Event of Default. Upon such suspension, CONSULTANT shall be compensated only for those services and tasks which have been rendered by CONSULTANT to the reasonable satisfaction of CITY up to the effective date of the suspension. No actual or asserted breach of this Agreement on the part of CITY shall operate to prohibit or otherwise restrict CITY's ability to suspend this Agreement as provided herein.
- E. No waiver of any Event of Default or breach under this Agreement shall constitute a waiver of any other or subsequent Event of Default or breach. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.
- F. The duties and obligations imposed under this Agreement and the rights and remedies available hereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law. In addition to any other remedies available to CITY at law or under this Agreement in the event of any breach of this Agreement, CITY, in its sole and absolute discretion, may also pursue any one or more of the following remedies:
 - i. Upon written notice to CONSULTANT, the CITY may immediately terminate this Agreement in whole or in part;
 - ii. Upon written notice to CONSULTANT, the CITY may extend the time of performance;
 - iii. The CITY may proceed by appropriate court action to enforce the terms of the Agreement to recover damages for CONSULTANT's breach of the Agreement or to terminate the Agreement; or
 - iv. The CITY may exercise any other available and lawful right or remedy.

CONSULTANT shall be liable for all legal fees plus other costs and expenses that CITY incurs upon a breach of this Agreement or in the CITY's exercise of its remedies under this Agreement.

- G. In the event CITY is in breach of this Agreement, CONSULTANT's sole remedy shall be the suspension or termination of this Agreement and/or the recovery of any unpaid sums lawfully owed to CONSULTANT under this Agreement for completed services and tasks.

5.3 **SCOPE OF WAIVER:** No waiver of any default or breach under this Agreement shall constitute a waiver of any other default or breach, whether of the same or other covenant, warranty, agreement, term, condition, duty or requirement contained in this Agreement. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

5.4 **SURVIVING ARTICLES, SECTIONS AND PROVISIONS:** The termination of this Agreement pursuant to any provision of this Article or by normal expiration of its term or any extension thereto shall not operate to terminate any Article, Section or provision contained herein which provides that it shall survive the termination or normal expiration of this Agreement.

VI.
MISCELLANEOUS PROVISIONS

6.1 **DOCUMENTS & DATA; LICENSING OF INTELLECTUAL PROPERTY:** All Documents and Data shall be and remain the property of CITY without restriction or limitation upon their use or dissemination by CITY. For purposes of this Agreement, the term "Documents and Data" means and includes all reports, analyses, correspondence, plans, drawings, designs, renderings, specifications, notes, summaries, strategies, charts, schedules, spreadsheets, calculations, lists, data compilations, documents or other materials developed and/or assembled by or on behalf of CONSULTANT in the performance of this Agreement and fixed in any tangible medium of expression, including but not limited to Documents and Data stored digitally, magnetically and/or electronically. This Agreement creates, at no cost to CITY, a perpetual license for CITY to copy, use, reuse, disseminate and/or retain any and all copyrights, designs, and other intellectual property embodied in all Documents and Data. CONSULTANT shall require all subcontractors and subconsultants working on behalf of CONSULTANT in the performance of this Agreement to agree in writing that CITY shall be granted the same right to copy, use, reuse, disseminate and retain Documents and Data prepared or assembled by any subcontractor or subconsultant as applies to Documents and Data prepared by CONSULTANT in the performance of this Agreement.

6.2 **CONFIDENTIALITY:** All data, documents, discussion, or other information developed or received by CONSULTANT or provided for performance of this Agreement are deemed confidential and shall not be disclosed by CONSULTANT without prior written consent by CITY. CITY shall grant such consent if disclosure is legally required. Upon request, all CITY data shall be returned to CITY upon the termination or expiration of this Agreement. CONSULTANT shall not use CITY's name or insignia, photographs, or any publicity pertaining to the Work in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of CITY.

6.3 **FALSE CLAIMS ACT:** CONSULTANT warrants and represents that neither CONSULTANT nor any person who is an officer of, in a managing position with, or has an ownership interest in CONSULTANT has been determined by a court or tribunal of competent jurisdiction to have violated the False Claims Act, 31 U.S.C., Section 3789 et seq. and the California False Claims Act, Government Code Section 12650 et seq.

6.4 **NOTICES:** All notices permitted or required under this Agreement shall be given to the respective Parties at the following addresses, or at such other address as the respective Parties may provide in writing for this purpose:

CONSULTANT:

The Pun Group, LLP
200 East Sandpointe Avenue, Suite 600
Santa Ana, CA 92707
Attn: Kenneth H. Pun
Phone: 949.777.8801
Email: ken.pu@pungroup.com

CITY:

City of Huntington Park
Finance Department
6550 Miles Avenue
Huntington Park, CA 90255-4393
Attn: Finance Director
Phone: 323.584.6201
Email: jmazyck@h pca.gov

Such notices shall be deemed effective when personally delivered or successfully transmitted by email or when mailed, forty-eight (48) hours after deposit with the United States Postal Service, first class postage prepaid and addressed to the Party at its applicable address.

6.5 **COOPERATION; FURTHER ACTS:** The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as is reasonably necessary, appropriate or convenient to achieve the purposes of this Agreement.

6.6 **SUBCONTRACTING:** CONSULTANT shall not subcontract any portion of the Work required by this Agreement, except as expressly stated herein, without the prior written approval of CITY. Subcontracts (including without limitation subcontracts with subconsultants), if any, shall contain a provision making them subject to all provisions stipulated in this Agreement, including provisions relating to insurance requirements and indemnification.

6.7 **CITY'S RIGHT TO EMPLOY OTHER CONSULTANTS:** CITY reserves the right to employ other contractors in connection with the various projects worked upon by CONSULTANT.

6.8 **PROHIBITED INTERESTS:** CONSULTANT warrants, represents and maintains that it has not employed nor retained any company or person, other than a *bona fide* employee working solely for CONSULTANT, to solicit or secure this Agreement. Further, CONSULTANT warrants and represents that it has not paid nor has it agreed to pay any company or person, other than a *bona fide* employee working solely for CONSULTANT, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, CITY shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of CITY, during the term of his or her service with CITY, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

6.9 **TIME IS OF THE ESSENCE:** Time is of the essence for each and every provision of this Agreement.

6.10 **GOVERNING LAW AND VENUE:** This Agreement shall be interpreted and governed according to the laws of the State of California. In the event of litigation between the Parties, venue, without exception, shall be in the Los Angeles County Superior Court of the State of California. If, and only if, applicable law requires that all or part of any such litigation be tried exclusively in federal court, venue, without exception, shall be in the Central District of California located in the City of Los Angeles, California.

6.11 **ATTORNEYS' FEES:** If either Party commences an action against the other Party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing Party in such litigation shall be entitled to have and recover from the losing Party reasonable attorneys' fees and all other costs of such action.

6.12 **SUCCESSORS AND ASSIGNS:** This Agreement shall be binding on the successors and assigns of the Parties.

6.13 **NO THIRD PARTY BENEFIT:** There are no intended third party beneficiaries of any right or obligation assumed by the Parties. All rights and benefits under this Agreement inure exclusively to the Parties.

6.14 **CONSTRUCTION OF AGREEMENT:** This Agreement shall not be construed in favor of, or against, either Party but shall be construed as if the Parties prepared this Agreement together through a process of negotiation and with the advice of their respective attorneys.

6.15 **SEVERABILITY:** If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

6.16 **AMENDMENT; MODIFICATION:** No amendment, modification or supplement of this Agreement shall be valid or binding unless executed in writing and signed by both Parties, subject to CITY approval. The requirement for written amendments, modifications or supplements cannot be waived and any attempted waiver shall be void and invalid.

6.17 **CAPTIONS:** The captions of the various articles, sections and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, or intent of this Agreement.

6.18 **INCONSISTENCIES OR CONFLICTS:** In the event of any conflict or inconsistency between the provisions of this Agreement and any of the exhibits attached hereto, the provisions of this Agreement shall control.

6.19 **ENTIRE AGREEMENT:** This Agreement including all attached exhibits is the entire, complete, final and exclusive expression of the Parties with respect to the matters addressed herein and supersedes all other agreements or understandings, whether oral or written, or entered into between CITY and CONSULTANT prior to the execution of this Agreement. No statements, representations or other agreements, whether oral or written, made by any Party which are not embodied herein shall be valid or binding. No amendment,

modification or supplement to this Agreement shall be valid and binding unless in writing and duly executed by the Parties pursuant to Section 6.15, above.

6.20 COUNTERPARTS: This Agreement shall be executed in three (3) original counterparts each of which shall be of equal force and effect. No handwritten or typewritten amendment, modification or supplement to any one counterparts shall be valid or binding unless made to all three counterparts in conformity with Section 6.16, above. One fully executed original counterpart shall be delivered to CONSULTANT and the remaining two original counterparts shall be retained by CITY.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed the day and year first appearing in this Agreement, above.

CITY OF HUNTINGTON PARK

By: John A. Ornelas
John A. Ornelas, City Manager

THE PUN GROUP, LLP

By: Kenneth H. Pun
Name: KENNETH H. PUN
Title: MANAGING PARTNER

APPROVED AS TO FORM:

By: Albert A. De Leon

Exhibit A
Statement of Work

1. Scope of the Work to be Performed

The City of Huntington Park desires a Comprehensive Annual Financial Report (CAFR) and its component unit financial statements for the City of Huntington to be prepared by the independent auditor for the fiscal year ended June 30, 2015 and each of the four subsequent years, the initial term of the contract, and each option year, if any. The City will be planning to submit its CAFR to the Government Finance Officers Association (GFOA) for review in their Certificate of Achievement for Excellence in Financial Reporting program.

The selected independent auditor will be required to perform the following tasks.

- a. The auditor will perform an audit of all funds of the City of Huntington Park. **The City's Comprehensive Annual Financial Report (CAFR) will be prepared and word processed by the audit firm.** The CAFR will be in full compliance with all current and future GASB pronouncements as they become effective over the contract term, including any options exercised. The audit firm will render their auditor's report on the basic financial statements which will include both Government-Wide Financial Statements and Fund Financial Statements. The audit firm will also apply limited audit procedures to Management's Discussion and Analysis (MD&A) and required supplementary information pertaining to the General Fund and each major fund of the City.
- b. The auditor will perform a single audit on the expenditures of federal grants in accordance with OMB Circular A-133 and render the appropriate audit reports on Internal Control over Financial Reporting based upon the audit of the City's financial statements in accordance with *Government Auditing Standards* and the appropriate reports on compliance with Requirements Applicable to each Major Program, Internal Control over Compliance and on the Schedule of Expenditures of Federal Awards in Accordance with OMB Circular A-133. The single audit report will include appropriate schedule of expenditures of federal awards, footnotes, findings and questioned costs, including reportable conditions and material weaknesses, and follow up on prior audit findings where required.
- c. The auditor shall perform agreed-upon auditing procedures pertaining to the City's GANN Limit (Appropriations Limit) and render a letter annually to the City regarding compliance.
- d. The auditor shall issue a separate "Management Letter" that includes recommendations for improvements in internal control, accounting procedures and other significant observations that are considered to be non-reportable conditions. The Management Letter shall be addressed to the City Manager.

2. Auditing Standards

To meet the requirements of this Request for Proposals, the audit shall be performed in accordance with:

- a. The auditing standards generally accepted in the United States of America and the *Government Auditing Standards*, issued by the Comptroller of the United States.
- b. The provisions of the Single Audit Act as amended; and,
- c. The provisions of U. S. Office of Management and Budget (OMB) Circular A-133, *Audits of State and Local Governments and Non-Profit Organizations*.

3. *Working Paper Retention*

- a. All working papers and reports must be retained at the auditor's expense for a minimum of seven (7) years unless the firm is notified in writing by the City of Huntington Park of the need to extend the retention period.
- b. The auditor will be required to make working papers available to the City or any government agencies included in the audit of federal grants. In addition, the firm shall respond to the reasonable inquiries of successor auditors and allow successor auditors to review working papers relating to matters of continuing accounting significance.

4. *Irregularities and Illegal Acts*

Auditor shall be required to make an immediate, written report of all irregularities and illegal acts or indications of illegal acts of which they become aware to the following parties: City Manager; City Attorney; and the Director of Finance/City Treasurer.

For the purpose of clarity, this statement of work is further supplemented and clarified in The Pun Group's Technical Proposal dated May 18, 2015, which is, herein, incorporated by reference.



CITY OF HUNTINGTON PARK

Parks and Recreation Department
City Council Agenda Report

July 3, 2018

Honorable Mayor and Members of the City Council
City of Huntington Park
6550 Miles Avenue
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

**CONSIDERATION AND APPROVAL OF AGREEMENTS WITH USA POOLS INC.
FOR POOL MANAGEMENT SERVICES FOR SUMMER SWIM PROGRAM AND LOS
ANGELES UNIFIED SCHOOL DISTRICT (LAUSD) FOR USE OF POOL FACILITY**

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Approve 3rd and final year of agreement with USA Pools Inc. to provide pool management services for the City's 2018 Summer Swim Program;
2. Approve Agreement with Los Angeles Unified School District (LAUSD) for the use of Linda Marquez High School Pool for the 2018 Summer Swim Program; and
3. Authorize Acting City Manager to execute agreements.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

City staff advertised and conducted a Request for Qualifications (RFQ) for Aquatic Management Services at Linda Marquez High School on, May 7, 2016. USA Pools was awarded the aquatic management service agreement at the regularly scheduled City Council meeting on Tuesday, June 7, 2016 for a 3-year term. The first year of the agreement was completed in the summer of 2016, the second year was completed in the summer of 2017 and the 3rd and final year will commence on July 9, 2018 with the approval of the City Council.

This year the summer swim program will continue to offer open swim hours to all Huntington Park residents and neighboring communities at a \$2.00 entry fee per participant and swim lessons will also be offered to participants beginning on Monday, July 9, 2018 for \$45.00 per participant for a total of 8 swim classes.

**CONSIDERATION AND APPROVAL OF AGREEMENTS WITH USA POOLS INC.
FOR POOL MANAGEMENT SERVICES FOR SUMMER SWIM PROGRAM AND LOS
ANGELES UNIFIED SCHOOL DISTRICT (LAUSD) FOR USE OF POOL FACILITY**

July 3, 2018

Page 2 of 3

The proposed pool hours of operation are as follows:

- Monday through Thursday 11:00 am - 5:00 pm
- Fridays 1:00 pm - 5:00 pm
- Saturdays 1:00 pm - 5:00 pm

The proposed swim lesson hours are as follows:

Monday through Thursday – each class is 30 minutes long:

- 11:00 am – 11:30 am *First swim lesson*
- 11:30 am – 12:00 pm
- 12:00 pm – 12:30 pm
- 12:30 pm – 1:00 pm *Last swim lesson*

\$45.00 per participant

The proposed Open Swim Hours are as follows:

- Monday through Saturday 1:00 pm - 5:00 pm
\$2.00 per participant

FISCAL IMPACT/FINANCING

Expenditures:

Funding for pool management services, and license & service agreement is included in the proposed budget for FY 2018-19 under account numbers 114-6010-451.56-41 and 111-6020-451.56-41 for a total of \$47,115. This amount consists of the following 2 agreements:

1. USA Pools. The Aquatic Management Agreement with USA Pools approved at the regularly scheduled City Council meeting on, June 7, 2016 was entered into a three (3) year term for an annual cost of \$21,705.
2. LAUSD – Linda Marquez High School. License Agreement cost for the use of Linda Marquez High School Pool, Monday – Thursday 11:00 am to 5:00 pm and Friday - Saturday from 1:00 pm to 5:00 pm from July 9, 2018 – August 10, 2018 is \$25,410.

Revenues:

USA Pools and the city shall collect, deposit, and retain an accurate accounting for all revenue from lessons and instructional classes. USA Pools shall retain 10% of the revenue that is collected and the city shall retain 90% of the revenue collected.

**CONSIDERATION AND APPROVAL OF AGREEMENTS WITH USA POOLS INC.
FOR POOL MANAGEMENT SERVICES FOR SUMMER SWIM PROGRAM AND LOS
ANGELES UNIFIED SCHOOL DISTRICT (LAUSD) FOR USE OF POOL FACILITY**

July 3, 2018

Page 3 of 3

The 90% of revenue collected by the city will be entered into Parks & Recreation / Misc. Revenue, account number, 111-0000-347.90-00.

After the completion of all lessons and instructional classes, USA Pools shall prepare an accounting of all profit collected from the lessons and instructional classes and submit the accounting to the city's Finance Director within 30 days of the last day of all classes.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

USA Pools Scope of Services:

- Interview and Prescreen
- Provide Staff
- Promote Programs & Events
- Market Programs & Events
- Manage Membership Program
- Safety Management
- Revenue and POS
- Water Sampling
- Clean & Straighten Deck Furniture
- Recruiting, Hiring, Training
- Permit & Inspections
- Risk Management

CONCLUSION

Upon Council approval, staff will proceed with recommended actions

Respectfully submitted,



RICARDO REYES
Acting City Manager



CYNTHIA NORZAGARAY
Director of Parks and Recreation

ATTACHMENT(S)

- LAUSD Agreement
- USA Pools Aquatic Management Agreement

ATTACHMENT “A”



Los Angeles Unified School District

LICENSE AGREEMENT

PART I: BASIC LICENSE INFORMATION

DATE: June 27, 2018

1. **SCHOOL:** Name: Marquez High School (1886601; BD5)
Tel. No. 323-584-3800 Fax No. 323-583-1305
Address: 6361 Cottage St., Huntington Park, CA 90255
2. **LICENSEE:** Name: City of Huntington Park - Parks & Recreation
Address: 3401 E. Florence Ave. Huntington Park, CA 90255
Contact Name: Cynthia Norzagaray Tel. No. 323-584-6218 Email: cnorzagaray@hpcgov

3. **LICENSE AREA:** Swimming Pool

4. **LICENSEE'S USE PERIOD:**

DISTRICT SHALL HAVE THE RIGHT TO TERMINATE THIS LICENSE FOR ANY REASON UPON TEN (10) DAYS' WRITTEN NOTICE TO LICENSEE. Licensee shall not be entitled to any reimbursement or other recourse for any loss or damages incurred as the result of the termination of this Agreement.

DATE(S): July 9, 2018-August 10, 2018 (Monday-Saturday)

TIME OF USE: Monday-Thursday: 11:00am-5:00pm and Friday-Saturday: 1:00pm-5:00pm

PROPOSED USE: Swim Lessons

Licensee at its sole cost and expense, shall be responsible to obtain any permit or approval to use the License Area for its identified proposed use.

5. **LICENSE FEE:** \$25,410.00, paid prior to the execution of this Agreement. Payment must be in the form of a CERTIFIED CHECK, CASHIER'S CHECK OR MONEY ORDER delivered to the address set forth in the Notices section below.

The charges for utilities, custodial, and supplies are an estimate based upon the use described in the application and the current rates incurred by District. District shall review the actual costs incurred for utilities, custodial, and supplies under this Agreement. If the actual cost incurred exceeds the estimate, District shall provide Licensee with written notice of the actual costs and within ten (10) days of Licensee's receipt of said written notice, Licensee shall pay the difference between the estimated charges and the actual costs.

6. **LICENSEE'S INSURANCE:** For the duration of the term, LICENSEE shall provide and maintain insurance in accordance with the current Insurance Requirements list provided by District. LICENSEE shall not be permitted to use the License Area until District has received and approved of LICENSEE'S insurance.

7. **NOTICES:** All notices required by this Agreement shall be in writing and delivered to Licensee at the address set forth above and to District as follows:

Los Angeles Unified School District Leasing & Space Utilization 333 South Beaudry Avenue, 1 st Floor Los Angeles, California 90017 Attn: Director, Leasing & Space Utilization	Tel. No.: 213.241.6785 Fax No.: 213.241.6784
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All notices shall be effective upon receipt whether delivered by personal delivery or recognized overnight delivery service, facsimile (upon electronic confirmation of good transmission by the sending telecopier and a hard copy deposited in the U.S. mail within one (1) day of transmission), or sent by U.S. registered or certified mail, return receipt requested, postage prepaid. District and Licensee agree that notices may be given hereunder by the parties' respective legal counsel and that, if any communication is to be given hereunder by District's or Licensee's counsel, such counsel may communicate directly with all principals so long as a copy is provided to principals' legal counsel.

Notwithstanding any other provision, any notice required herein may be delivered by electronic mail or e-mail as the sole method of delivery or in addition to any other delivery method permitted herein.

THIS LICENSE AGREEMENT is made by and between District and Licensee, as respectively identified in Part I above.

NOW, THEREFORE, for and in consideration of the mutual covenants and promises herein contained, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

PART II: PROVISIONS IN ADDITION TO PART I ABOVE.

8. Grant of License: District hereby grants to Licensee a **nonexclusive** license to use the License Area as set forth in Part I above and for no other purpose without the prior written consent of District, which consent may be withheld or conditioned in District's sole and absolute discretion. Licensee agrees to only use the License Area in strict accordance with the terms and conditions set forth herein. Licensee understands that its use is secondary to District's instructional program and no part of Licensee's use shall disrupt District's instructional program as determined by District in its sole discretion.

9. Conditions:

- (a) **As-Is Condition:** Licensee accepts the License Area "AS-IS," "WHERE-IS," and "WITH ALL FAULTS" subject to all applicable zoning, municipal, county, and state laws, ordinances, and regulations governing and regulating the use of License Area, and accepts this Agreement subject thereto and to all matters disclosed thereby. Licensee agrees that District shall not make any alterations, modifications, repairs, or improvements to the License Area at any time.
- (b) **Alterations, Additions, or Improvements:** Licensee shall not make any alterations, additions, or improvements to the License Area during the term of this License Agreement. District discloses and Licensee understands that any alterations, modification, and improvements to the School may be subject to the approval of the Department of State Architect. Any alterations, additions, or improvements without the prior consent of District shall be construed as a breach of this Agreement. If Licensee makes any alterations, additions, or improvements to the License Area without the written consent of District, District shall have the right to restore the License Area to the condition the License Area were in immediately prior to Licensee's occupancy, and Licensee agrees to reimburse District for its costs incurred thereby within ten (10) days of Licensee's receipt of District's invoice. The exercise of District's right to restore the License Area shall not excuse Licensee's violation of this paragraph nor shall the exercise waive any other remedy available to District.
- (c) **Safe and Sanitary:** Licensee, at its sole cost and expense, shall use the License Area in a safe and sanitary manner. The License Area is part of an operating school and damage, destruction, and excess trash and debris will affect the District's ability to conduct the instructional program. Licensee shall report to District any deficiencies in maintenance or condition of the License Area. Licensee shall be responsible for and pay for any repairs or replacements or any damage to the License Area that may occur during the term hereof, that arises out of or is in any way related to Licensee's use of the License Area. Upon expiration of this Agreement, or on any earlier termination, Licensee shall surrender the License Area to District in the same condition as delivered to Licensee, ordinary wear and tear excepted.
- (d) **Comply with Law:** Licensee shall comply at all times during its use and occupancy of the License Area with all ordinances, laws, and regulations affecting the use and occupancy thereof, including the maximum occupancy ordinance. Licensee shall not allow the License Area to be used for any unlawful or objectionable purpose, nor shall Licensee cause, maintain, or permit any nuisance in, on, or about the License Area.
- (e) **Signs and Posters:** (Board Rule 1316 - Announcements of Meetings (Amended 10-1-90)) Any person or group granted a permit to hold a meeting on school premises may post a sign announcing such meeting in the place and manner designated by the principal; provided that such sign shall not be larger than 24 inches by 48 inches in perimeter dimensions. The sign shall not be posted more than two hours prior to the time of the meeting, and shall be removed immediately after the meeting.
- (f) **Food, Drinks, Tobacco, Liquor, Narcotics, Firearms, and Drones.** Licensee shall not allow food, candy, popcorn, drinks, or refreshments of any kind in the License Area without written permission by Lessor or Lessor's site administrator. Licensee shall enforce no smoking in the License Area and prohibit the use of profane language, the use of tobacco products, the use of electronic smoking devices, possession of or use of intoxicating liquors or narcotics, quarreling or fighting, betting, or other forms of gambling or conducting a lottery. The possession and carrying of firearms and weapons of any kind on District property shall be prohibited, except for peace officers or other authorized law enforcement personnel, unless expressly authorized in writing in advance by Lessor, which authorization and any conditions thereto shall be in its sole and entire discretion, shall be considered on a case-by-case basis, and may be withheld for any reason or no reason whatsoever. The operation of drones of any kind in the airspace above the Lessor's premises is generally prohibited.

- (g) **Use of Other Equipment; Classrooms:** The fee paid by Licensee is for the use of License Area only and does not include the use of any equipment located therein unless specifically identified in Part I above. If this Agreement includes the use of District's equipment, District does not guarantee the adequacy or the condition of any such equipment and Licensee agrees to accept the use of such equipment on an "as-is" and "where-is" basis and shall notify District of any damage or destruction of such equipment. Licensee shall reimburse District for the replacement value of such equipment if the damage or destruction of such equipment occurs during the term hereof and arises out of or is in any way related to Licensee's use of the License Area. If any classrooms are used, Licensee shall supply the necessary supervision to ensure that they are left in the same condition as found. Licensee understands that: (1) the students' and the teachers' desks may not be disturbed; (2) school supplies may not be used or touched (including materials on the bulletin board); (3) written material found on chalkboards may not be erased; (4) furniture that is moved must be restored to its original location; (5) students may not be in a classroom without a supervising adult; and (6) students may not utilize any portion of the School that is not designated as part of the License Area, the area immediately surrounding the License Area, and those logical pathways for access to and from the License Area.
- (h) **Flammables:** Licensee shall obtain the necessary permits from the City or County Fire Department prior to events utilizing fireworks, open flames, lighted candles, tents, canopies, overhangs, or sides and, upon request, shall provide a copy of said permits to District.
- (i) **Emergency Access:** Emergency fire exit pathways shall be a continuous and unobstructed means of egress to a public way. Exit doors shall remain unlocked during all hours of operation.
- (j) **Persons with Convictions:** Licensee shall not allow any person who has been convicted of any of the offenses set forth in the Education Code, Section 44010 and is under the direction or control of Licensee to enter upon the License Area. A plea or verdict of guilty shall be deemed a conviction, irrespective of a subsequent order under the provisions of Penal Code Section 1203.4.
- (k) **Other Structures; Power Sources and Electrical Cables:** No structures may be erected or assembled on the License Area nor may any electrical, mechanical, or other equipment be brought thereon unless previously authorized in writing by District's Office of Environmental Health & Safety. Electrical cords and cables shall be in good condition (not frayed). Any cord or cables lying across an aisle way shall be properly bundled and covered. They shall not lie across vehicle pathways.
- (l) **Property Taxes/Assessments:** The property interest conveyed herein may be subject to real property, personal property or possessory interest taxation and/or assessment. In such event Licensee shall pay before delinquency all taxes or assessments which at any time may be levied by the State, County, City, or other tax or assessment levying body upon the License Area or due to Licensee's occupancy and any improvement or fixtures located hereon or, in the event DISTRICT receives notice of such assessment after the expiration or earlier termination of this Agreement, Licensee shall reimburse DISTRICT immediately upon receipt of written notice of the amount owed.
- (m) **Operation of Child Care Facility.** Licensee shall not operate a Child Day Care Center on the License Area without the appropriate license(s), permit(s) and approval(s) required by the California Department of Social Services. Licensee agrees that if Licensee's use qualifies as a Child Day Care Center at any time, Licensee shall immediately stop its activities until Licensee has obtained all necessary permits and approvals for the Child Day Care Center. If Licensee's use of the License Area as described in Section I involves instruction and/or activities for children or youth, Licensee shall complete "Addendum A to Facility Use License," which shall be attached hereto and incorporated as a part of this License.
- (n) **Fingerprinting and Background Clearance.** If Licensee and its personnel, agents or volunteers will have more than limited contact with students, Licensee shall abide by the requirements of Education Code section 45125.1 and submit their fingerprints for background check and clearance in a manner authorized by the California Department of Justice.
- (o) **Tuberculosis Testing.** Provider assures that its employees, Subcontractors and agents providing services to students are adequately screened so as to prevent the assignment of personnel who may pose a threat to the safety and welfare of students.

10. Waiver; Indemnity:

- (a) District shall not be liable for and Licensee hereby waives all claims against District for damage to any property or injury, illness, or death of any person in, upon or about the License Area arising in any way due to, in connection with, or related to, directly or indirectly, the use of the License Area by Licensee, Licensee's employees, agents, invitees, or contractors. District and Licensee hereby agree and acknowledge that the relationship between District and Licensee is solely a District/Licensee relationship and not a principal/agent relationship or any other relationship. Licensee is acting on its own behalf in using the License Area (for the purposes described herein or for any other purpose(s) that may occur) and is not operating as an agent of District or as part of District's

operations as a school district. The provisions of this Section 10(a) shall not apply to the extent that all or part of the Liabilities is due to the gross negligence or willful misconduct of the Indemnified Parties or due to a breach of District's obligations under this Agreement.

(b) To the fullest extent permitted by law, Licensee shall indemnify, defend, and protect District, its Board of Education, its officers, directors, other members, partners, employees, agents, and independent consultants (singularly, "Indemnified Party"; collectively, "Indemnified Parties") and hold the Indemnified Parties harmless from any and all losses, costs, damages, expenses, and liabilities (including, without limitation, court costs and reasonable attorneys' fees) incurred in connection with or arising from any cause (i) in the use or occupancy by Licensee of the License Area, or (ii) any default by Licensee in the observance or performance of any of the terms, covenants, or conditions of this Agreement on Licensee's part to be observed or performed; (iii) the use or occupancy of the License Area by Licensee or any person claiming by, through, or under Licensee, Licensee's employees, agents, contractors, licensees, directors, officers, partners, trustees, visitors, or invitees, or any such person in, on, or about the License Area either prior to, during, or after the expiration of the term of this Agreement (singularly, "Liability"; collectively, "Liabilities"); and (iv) any claim by a third party that District is responsible for any actions by Licensee in connection with any use or occupancy of the License Area or in any way related to this Agreement. The provisions of this Section 10(b) shall not apply to the extent that all or part of the Liabilities is due to the gross negligence or willful misconduct of the Indemnified Parties or due to a breach of District's obligations under this Agreement.

Notwithstanding anything to the contrary set forth in this Section 10, District shall remain liable for any and all losses, costs, damages, expenses, and liabilities (including, without limitation, court costs and reasonable attorneys' fees) incurred in connection with or arising from any cause in the use or occupancy by District of the License Area, including, without limiting the generality of the foregoing: (a) any default by District in the observance or performance of any of the terms, covenants, or conditions of this Agreement on District's part to be observed or performed; and (b) the use or occupancy of the License Area by District or any person claiming by, through or under District or District's employees, agents, contractors, directors, officers, partners, trustees, visitors, or invitees, or any such person in, on, or about the License Area either prior to, during, or after the expiration of the term of this Agreement.

The provisions of this Section 10 shall survive the expiration or earlier termination of this Agreement.

11. Hazardous Materials: Licensee shall not cause or permit any hazardous material, as defined below, to be brought, kept, or used in or about the School by Licensee or its agents, employees, contractors, or invitees in violation of said Environmental Laws. Licensee agrees to indemnify, defend (by counsel approved by District), and hold District harmless from and against any and all claims, judgments, damages, penalties, fines, costs, liabilities, and losses (including without limitation diminution in value of the School and sums paid in settlement of claims, attorneys' fees, consultant fees, and experts' fees) which arise during or after the term of this Agreement as a result of Licensee's breach of this provision. As used in this Agreement, the following definitions shall apply: "Environmental Laws" shall mean all federal, state, and local laws, ordinances, court orders and administrative directives, rules, and regulations now or hereafter in force, as amended from time to time, in any way relating to or regulating human health or safety, or industrial hygiene or environmental conditions, or protection of the environment, or pollution or contamination of the air, soil, surface water, or groundwater.

The provisions of this Section 11 shall survive the expiration or earlier termination of this Agreement.

12. Announcements: Licensee shall read or have read the following statement at the beginning of any meeting or other activity which is open to the public held pursuant to this License Agreement: **"Use of these school premises has been granted pursuant to the provisions of Sections 17400, et seq., of the Education Code of the State of California to City of Huntington Park - Parks & Recreation from the Board of Education of the Los Angeles Unified School District. The Board of Education does not sponsor or take responsibility, nor does it necessarily endorse any of the activities, statements, or opinions which may be expressed at this meeting or activity."** Licensee shall include the above statement in any and all written material, statements, fliers, publications, electronic publications on the Internet, etc., relating to activities held in connection with this use. This statement must be in type eight (8) points or larger. Licensee shall include this statement in connection with any audio or video dissemination of information concerning the activities to be held pursuant to this License Agreement.

13. Security: District makes no representations or warranties regarding the safety or security of the License Area. District shall not provide, supervise, or furnish personnel in connection with personal safety and security of Licensee's employees, invitees, customers, or other persons within and about the License Area.

14. Assignment: Licensee shall not voluntarily or by operation of law assign, transfer, mortgage, or otherwise transfer or encumber all or any part of Licensee's interest in this Agreement or in the License Area.

15. Default by Licensee: Each of the following shall be a material breach of this Agreement by Licensee:

(a) Licensee shall fail to make any payment owed by Licensee under this Agreement, as and when due, and where such failure is not cured within three (3) business days following receipt of written notice by Licensee from District; and

(b) Licensee shall fail to observe, keep or perform any of the terms, covenants, agreements, or conditions under this Agreement that Licensee is obligated to observe or perform, other than that described in subparagraph (a) above, for a period of five (5) days after notice to Licensee of said failure; provided, however, that if the nature of Licensee's default is such that more than five (5) days are reasonably required for its cure, then Licensee shall not be deemed to be in material breach of this Agreement if Licensee shall commence the cure of such default so specified within said five(5) day period and diligently prosecutes the same to completion, but in no event shall Licensee have a period longer than twenty (20) days to cure such default.

If a default shall be made under any provision of this Agreement, District may reenter the License Area, take possession thereof, and remove all persons therefrom.

If Licensee breaches any covenant, obligation, requirement, or condition set forth in this Agreement, so long as Licensee continues to occupy the License Area, in addition to any and all remedies available to District at law, Licensee hereby agrees that District shall have the right to file an unlawful detainer action to recover possession of the License Area pursuant to the California unlawful detainer statutory scheme, as amended from time to time, and Licensee hereby waives the right to object to District's use of the unlawful detainer procedure on the basis that its real property interest in the License Area is a license and not a lease.

16. Circumstances Beyond District Control: Licensee agrees that circumstances beyond the control of the DISTRICT such as, but not limited to, natural disasters, civil unrest, or damage or destruction to the License Area that prohibit or limit the use of the License Area shall cause this Agreement to automatically terminate unless the parties execute a written instrument agreeing to continue this Agreement in effect as modified. In the event this Agreement terminates pursuant to this provision, Licensee shall be entitled to a refund of that portion of the License Fee paid by Licensee applicable to the period that the License Area is not available for use by Licensee. LICENSEE SHALL NOT BE ENTITLED TO ANY REIMBURSEMENT OR OTHER RE COURSE FOR ANY LOSS OR DAMAGES INCURRED AS THE RESULT OF THE TERMINATION OF THIS AGREEMENT PURSUANT TO THIS PROVISION.

17. Severability; Section Headings: The invalidity of any provision of this Agreement, as determined by a court of competent jurisdiction, shall in no way affect the validity of any other provision hereof. The section and paragraph headings in this Agreement are for the purpose of convenience and heading only, and the words contained therein shall in no way be held to explain, modify, or aid in the interpretation, construction, or meaning of the provisions hereof.

18. Time of Essence: TIME IS OF THE ESSENCE OF ALL OBLIGATIONS OF THE PARTIES HEREUNDER.

19. Entire Agreement: All prior understandings and agreements between the parties or other third parties are merged within this Agreement, including and incorporating the recitals contained hereinabove, which alone fully and completely sets forth the understanding of the parties.

20. Modification or Amendment: This Agreement may not be modified, amended, or terminated orally or in any manner other than by written agreement signed by the party against whom enforcement of such modification, amendment, or termination is sought.

21. Legal Actions: If either party named herein brings an action to enforce the provisions hereof or declares rights hereunder, the prevailing party in any such action, on trial or appeal, shall be entitled to its reasonable attorneys' fees and costs. Notwithstanding anything to the contrary in this Agreement, District shall not be liable to Licensee for consequential damages incurred in connection with this Agreement, including, but not limited to, loss of profits or other revenue, loss of business opportunity, loss of goodwill or loss of use, in each case, however occurring.

22. Absence of Waiver: No waiver by District or Licensee of any provision hereof shall be deemed to be waiver of any other provision hereof or of any subsequent breach by District or Licensee of the same or any other provision.

23. Cumulative Remedies: No remedy or election hereunder shall be deemed exclusive but shall, wherever possible, be cumulative with all of the remedies at law or in equity.

24. District's Right of Entry: District and District's agents shall have the right to enter upon the License Area at reasonable times for the purpose of inspecting same and in making such alterations, repairs, improvements, or additions to the License Area as District may deem necessary or desirable.

25. Facsimile, Electronic or E-Mail Transmission: Any executed copies of the License Agreement and all related documents may be executed and delivered by facsimile, electronic or e-mail transmission. The recipient of said transmission shall consider such delivery as delivery of the originally executed document. All parties to the License Agreement hereby warrant and represent that any document which they deliver by facsimile, electronic or e-mail transmission shall be a true and correct copy of the original document. All parties hereby agree that, when delivery of a document is effected by a facsimile, electronic or e-mail transmission, the transmitting party's signature to such a document shall be fully binding upon the transmitting party with the same force and effect as if the original document had been personally delivered.

26. Representations & Warranties:

- (a) If License Area is being used for the operation of a child care program, as that term is described by the California Department of Social Services, Licensee represents and warrants that it has all licenses or certificates required to operate the childcare program or has received waivers from such requirements. Copies of such licenses and permits shall be provided immediately to District upon request. Licensee shall notify District immediately of any suspension, termination, non-renewal or restriction of any required license or permit.
- (b) Each party, by their respective signatures below, represents to the other party that it has full power and authority to execute this Agreement and the Agreement shall be binding upon the parties hereto. Warranties, representations, agreements, and obligations contained in this Agreement shall survive the execution and delivery of this Agreement and shall survive any and all performances in accordance with this Agreement.

This Agreement is issued in accordance with the provisions of the Education Code of the State of California.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date set forth adjacent to their respective signatures.

DISTRICT:

LOS ANGELES UNIFIED SCHOOL DISTRICT,

a School district duly organized and existing under the laws of the State of California

Date: _____

By: _____

Name: Yekaterina Boyajian
Title: Director, Non-Academic Facilities Planning

LICENSEE:

City of Huntington Park - Parks & Recreation,

Date: _____

By: _____

Name: _____
Title: _____

Item 9

**ATTACHMENT "B" AVAILABLE
MONDAY, JULY 2, 2018**



CITY OF HUNTINGTON PARK

Police Department
City Council Agenda Report

July 3, 2018

Honorable Mayor and Members of the City Council
City of Huntington Park
6550 Miles Avenue
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

CONSIDERATION AND APPROVAL OF APPROPRIATION OF FUNDS FOR THE COMPLETION OF THE COMMUNICATIONS CENTER PROJECT

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Appropriate the amount of \$25,732.52 in the City's FY 2018-19 Budget for the furniture purchases as specified within this report;
2. Increase estimated revenues (State OES Reimbursement) in the amount of \$25,732.52 in the City's FY 2018-19 Budget for the reimbursement of the furniture purchases; and
3. Appropriate the amount of \$6,781.46 from the Police Cal Cops Fund #225-7120-421.74.10 for the furniture purchases.

BACKGROUND

The 9-1-1 phone system for the Huntington Park Police Department is a specialized standalone system that enables the Huntington Park Police Department's Public Safety Answering Point (PSAP) to receive 9-1-1 calls from throughout the City. The Center is capable of receiving wire line, wireless and voice over internet protocol (VoIP) calls directly through its 9-1-1 system (trunks). The existing system was installed in 2010 and is at the end of its functional lifecycle and is no longer state of the art technology. The City will replace the system under the process defined by the State of California's Office of Emergency Service (OES) 9-1-1 Emergency Communications Branch. OES provides funding for 9-1-1 equipment based on the 9-1-1 call volume handled by each PSAP. Huntington Park's allotment is \$434,000.00. The State OES provides direct payment from the State to the vendor.

CONSIDERATION AND APPROVAL OF APPROPRIATION OF FUNDS FOR THE COMPLETION OF THE COMMUNICATIONS CENTER PROJECT

July 3, 2018

Page 2 of 3

The State has negotiated a Master Purchase Agreement (MPA) with qualified vendors that established competitive pricing for the core 9-1-1 equipment and associated equipment. The agreement allows PSAPs to select from the vendors that are party to the MPA.

The State allows residual funding to be used for qualified equipment and ancillary items directly related to 9-1-1 services. The Huntington Park Police Communications Center is in use 24-hours a day 365 days a year. As a result, equipment and furniture have a shorter lifecycle than in a conventional office environment. There are a number of items that could be replaced in the Center and the most pressing need is for workstation replacement. The dispatchers use specialized sit-stand workstations that allow them to work seated or standing during their shifts.

The Department has solicited bids and designs for the replacement sit-stand furniture and has selected a qualified company from the State Master Purchase Agreement. The results of the bidding are listed in the table below.

VENDOR	AMOUNT
O2 WEST GROUP	\$81,748.05
SPACESAVER INT.	\$92,737.90
RUSS BASSETT	\$74,810.34

Based upon the information garnered during the research, coupled with the favorable pricing, staff found the quote from Russ Bassett to be most advantageous to the City.

FISCAL IMPACT/FINANCING

The State OES provides direct payment from the State to the vendor and no matching funds are required. The project will cost as follows:

ITEM	AMOUNT	FUNDING SOURCE
Work Station	\$42,296.36	State OES – Direct Payment
Work Station	\$25,732.52	State OES – Reimbursement
Storage Cabinets	\$6,781.46	Cal Cops Funding

**CONSIDERATION AND APPROVAL OF APPROPRIATION OF FUNDS FOR THE
COMPLETION OF THE COMMUNICATIONS CENTER PROJECT**

July 3, 2018

Page 3 of 3

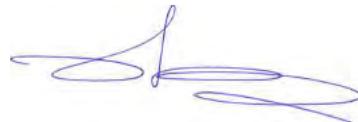
The first portion of the project in the amount \$42,296.36 is a direct reimbursement from State OES to the vendor, with no financial impact to the City. The second portion of the project in the amount of \$25,732.52 will be on a reimbursement basis. The third portion in the amount of \$6,781.46 will be utilized for storage cabinets which are not covered by

State OES; however, Cal Cops funding will be utilized resulting in no impact to the General Fund (GF). On a cash flow basis, a portion of this project will impact the GF, since GF monies will be used to complete this project. Therefore, it is important that the submission for reimbursement of funds by the project manager be completed in a timely manner.

CONCLUSION

Upon Council approval, staff will proceed with the recommended actions.

Respectfully submitted,



RICARDO REYES
Acting City Manager


COSME LOZANO
Chief of Police

ATTACHMENT(S)

A. (3) Workstation Quotes

ATTACHMENT “A”

November 22, 2017

Nick Pacheco
Huntington Park Police Department
6542 Miles Avenue
Huntington Park, CA 90255

HUNTINGTON PARK DISPATCH - RUSS BASSETT CONSOLE QUOTE DC-21040-01 OPT 1 REV G

3 30"D x 60"L 90 Degree Square Corner Sit-Stand Consoles

Each height adjustable "sit-stand" console is standard with

- Electronic height control; 22.5" to 48" height range
- Worksurfaces with molded urethane edge
- Personal Comfort System – Integrated Air/Forced Heat
- (3) Single monitor arms, slatwall mounted
- (1) Single touch screen monitor arms, slatwall mounted
- (1) Dimmable LED task light
- (1) Ambient light kit
- (1) Left & Right hand 2-Power, 2-Powered USB connections
- (4) data USB connections
- Tech storage in the structural wall surround; providing space for about 4 computers, 2 computer pans included
- (1) Non-locking integrated box, box, file cabinet
- (1) Cup holder
- (3) Double keyboard tacos
- (1) Handset cradle
- (1) Sanitation station
- (1) 84" Power pole/top cap mount
- (1) Data termination bracket
- Bonding jumpers
- Shared peninsula area between main positions
- (3) Open adjustable shelf storage areas for binders; 132 LFI
- (1) Additional keyboard taco for 80" display
- (1) 6Dx12W Utility shelf for radio chargers

1 Shared Storage Area

- (2) Overhead storage cabinets
- (6) Individually locking drawers
- (1) 9Ux10D Rack enclosure for doomsday radios and jail alarm switch

1 Spare Parts

- (8) Lifting columns
- (2) Control boxes
- (3) CMS desktop controllers
- (2) Horizontal Surge protectors
- (3) Monitor arms

Project total includes product cost, 9.5% sales tax, delivery and installation by certified Russ Bassett installers.

Project Total \$ 81,748.05

Carlos Fernandez
carlos@o2westgroup.com

Quotation

PROJECT #:	DC-21040-01	Option: 1
REVISION:	G-CITY	CITY
PROJECT NAME:	Huntington Park Police Dispatch	

russbassett
8189 Byron Road Whittier, CA 90606
Tel: 800.350.2445 Fax: 562.698.8972
www.russbassett.com

QUOTE DATE: 4/20/2018
EXPIRATION DATE: 10/17/2018

CUSTOMER: Huntington Park Police Department
CONTACT: Nick Pacheco
ADDRESS: 6542 Miles Avenue
Huntington Park, CA 90255
PHONE: 323-826-6649
FAX:
10483 EMAIL: npacheco@huntingtonparkpd.org

DESIENCE SALES EXECUTIVE: Ava Rabago
ADDRESS: 8189 Byron Rd
Whittier, CA 90606
PHONE: (562) 505-4719
EMAIL: arabago@russbassett.com

PROJECT COORDINATOR: Ashley Garcia
PHONE: (562) 945-2445 xt 3399
FAX: (562) 698-8972
EMAIL: agarcia@russbassett.com

QTY	PART NUMBER	DESCRIPTION	CONSOLE PRICE
AREA: 1	CITY		AREA 1 TOTAL: \$ 6,193.11
1	FOH-SS-1648-RD-S	Flex Overhead Storage, Single Sided, 48W, Receding Door	
1	FOH-SS-1642-RD-S	Flex Overhead Storage, Single Sided, 42W, Receding Door	
1	FSW-07-4254-SWR-EMT	Flex Wall, 07D, 42L x 54H, Slatwall CO-R Side A, Empty Side B	
1	FSW-07-4854-SWL-EMT	Flex Wall, 07D, 48L x 54H, Slatwall CO-L Side A, Empty Side B	
2	WAC-CO-2P4D	Convenience Outlet Plate, 2 Power Outlets 4 Data Ports	
1	FWS-FRE-3090-E	Work Surface, Rectangle, 30D x 90L, Endure	
1	FEC-FH-0754-S	Flex End Cap, Fixed Height, 7" Wall, 54"H, Square	
1	FEC-FH-0712-S	Flex Single Tier End Cap, 7" Wall, 12"H, Square	
5	FPD-3018-FF-S-I	* Flex Drawer Pedestal, 30D x 18W, File/File, Square, Ind. Lks	
2	WAC-PSTRIP-H-15	Power Strip, 15 Amp, 7 Outlet, With Horizontal Trough Mounting Bracket	
1	FBP-4254-VPS	Flex Back Panel, 42W x 54H, Vented, Powder, Square	

10/27/17 Ref F to G: Non funded parts removed from State Quote; added to City Quote per Rev G drawing.

Note: items shipped and installed with State order.

CMAS Contract #: 4-08-71-0077C; Contract term is 8/27/13 - 7/31/18.

Prices shown herein are Net (California Multiple Award Discount Deducted) unless stated otherwise.

* Denotes off-contract item / open market

4/20/18:

- Updated date on quote
- Change Tax from 9.25% rate to 9.5%

On Contract Product Total: \$ 4,123.11
On-Contract Product Sales/Use Tax (9.5%): \$ 391.70

On Contract Total Cost: \$ 4,514.81

* Off Contract Product Total: \$ 2,070.00
Off-Contract Product Sales/Use Tax (9.5%): \$ 196.65
Freight Not Included
Installation Not Included

Off-Contract Total Cost: \$ 2,266.65

Total Due: \$ 6,781.46

Quotation

PROJECT #:	DC-21040-01	Option: 1
REVISION:	G-CITY	CITY
PROJECT NAME:	Huntington Park Police Dispatch	

 **russbassett**

8189 Byron Road Whittier, CA 90606

Tel: 800.350.2445 Fax: 562.698.8972

www.russbassett.com

Drawings

Any drawing submitted to the Client under this Quotation must be signed-off as "approved for manufacture" and returned with applicable purchase order. Drawing REVISION level must match Quote REVISION level.

Delivery & Installation

A signed, completed delivery and installation checklist and purchase order is required to prevent any issues at time of delivery and installation. Any unique requirements encountered at time of delivery and installation not covered on the installation checklist will be invoiced at cost in addition to the charges quoted herein.

Russ Bassett ships your products using our "Safe Ship" program. The program simply states that we guarantee your products will arrive damage free anywhere in the 48 contiguous United States. If damage should occur, notify customer service and Russ Bassett will rush a replacement part or unit and pick up the damaged product.

Due to the custom nature of our products, Russ Bassett recommends using only Certified Russ Bassett Installers.

Purchase Order

Send to: Russ Bassett Corporation **Fax to:** (562) 698-8972
Attn: Customer Service
8189 Byron Road
Whittier, CA 90606

Purchase orders must include the following information to process with Russ Bassett:
Sold to, Ship to, Order Date, Requested Delivery/Install Date, PO Number, Quantity, Full Model Numbers & Total.

All purchase orders must also accompany the following documents to be considered a complete order:
Signed drawing noting console and work surface colors and/or cabinet color, signed quotation, & installation checklist.

Quote is Valid for 90 days from date of issue; and, may only be extended in writing by Russ Bassett.

Payment Terms

Net 30 days after shipment invoice date.

Quotation

PROJECT #:	DC-21040-01	Option: 1
REVISION:	G-CITY	CITY
PROJECT NAME:	Huntington Park Police Dispatch	

 **russbassett**

8189 Byron Road Whittier, CA 90606

Tel: 800.350.2445 Fax: 562.698.8972

www.russbassett.com

Lead-time

For the products covered under this proposal is ten (10) weeks AAO (After Acceptance of Order).

Incomplete Purchase Orders may delay the ship date; actual date will be confirmed on written Order Acknowledgement.

Warranty

Russ Bassett Corporation warrants to the original customer that all Desience manufactured products as quoted or proposed will be free from defects in materials and workmanship for the following warranty period:

1. Limited Lifetime Warranty for Russ Bassett Corporation manufactured Desience products.
2. Limited Term Warranty for all Russ Bassett Corporation non-manufactured products or components that are added or integrated into a Russ Bassett Corporation manufactured product shall be warranted as outlined in the original manufacturer's warranty.

If a Performance Bond is required for this project, the warranty covered by the Performance Bond is limited as follows: 'Notwithstanding anything stated in the contract, purchase order, or specifications, the bond only covers a 1 year parts and labor warranty. Any additional warranty will not be the responsibility of the Surety and will be the sole responsibility of Russ Bassett'.

Change Order & Cancellation Policy

Changes to an order, once it has been processed, can be very disruptive and costly. Once an order has been started in manufacturing, usually within 4 weeks of the scheduled ship date, it is not possible to make changes.

Any requests for changes to the design or scope of work shall be made in writing. RBC will notify Buyer if it is possible to accommodate the change requests. If there is still time to accommodate the change requests, RBC will provide a quotation covering the cost and lead-time impact of the change. If these impacts are acceptable to Buyer, RBC will produce changed drawings for review and approval. No change will be made without sign-off of the updated quote and drawing by Buyer.

Any cancellation requests must be submitted in writing and approved by an officer of Russ Bassett. Upon acceptance of canceled order, a cancellation charge of 25% of the contract amount will be incurred over and above the cost of materials produced or in production, labor or other services performed, freight, taxes and any other out of pocket expenses also incurred by Russ Bassett.

Acceptance Signature

Authorized Signature

Print Company Name

Print Name of Authorized Signature

P.O. Number

Print Title

Date of Authorization

Quotation

PROJECT #:	DC-21040-01	Option: 1
REVISION:	G-STATE	STATE
PROJECT NAME:	Huntington Park Police Dispatch	

russbassett
8189 Byron Road Whittier, CA 90606
Tel: 800.350.2445 Fax: 562.698.8972
www.russbassett.com

QUOTE DATE: 4/20/2018
EXPIRATION DATE: 10/17/2018

CUSTOMER: Huntington Park Police Department
CONTACT: Nick Pacheco
ADDRESS: 6542 Miles Avenue
Huntington Park, CA 90255
PHONE: 323-826-6649
FAX: 10483
EMAIL: npacheco@huntingtonparkpd.org

DESIENCE SALES EXECUTIVE: Ava Rabago
ADDRESS: 8189 Byron Rd
Whittier, CA 90606
PHONE: (562) 505-4719
EMAIL: arabago@russbassett.com

PROJECT COORDINATOR: Ashley Garcia
PHONE: (562) 945-2445 xt 3399
FAX: (562) 698-8972
EMAIL: agarcia@russbassett.com

QTY	PART NUMBER	DESCRIPTION	CONSOLE PRICE
AREA: 1	STATE		AREA 1 TOTAL: \$ 54,944.86
6	WAC-PAN-0718	7" PC Pan for 7" Wall, 18" Long	
20	WAC-GRND-STC-JMP-6	* Static Ground Jumper Cable, 6"	
3	WAC-DTB-14	14 Port Data Termination Bracket, Universal	
3	DAC-CUPHLDL-US-R	Cup Holder, Under Surface, Rotating	
3	DAC-HSC	Desktop Mounted Handset Cradle	
3	DAC-SW-SANSTN	Slatwall Sanitation Station	
1	DAC-SW-USHD-0612	Slatwall Utility Shelf, Heavy Duty, 6'd x 12'w	
9	DAC-MA-01-SW-S	Fully Articulating Monitor Arm - Weight Range 5-16 lbs	
3	DAC-MA-01-SW-TS	Fully Articulating Touch Screen Monitor Arm - Weight Range 5-16 lbs	
3	DAC-LED-DA-SW	Dimmable LED Task Light - Double Arm, Slatwall Mount	
3	FWS-SCS-3060-P-E	Work Surface, 90° Corner Sit-Stand, Single Lift, 30D x 60L, CMS, Endure	
1	FWS-FRE-3054-E	Work Surface, Rectangle, 30D x 54L, Endure	
1	FWS-FRE-3030-E	Work Surface, Rectangle, 30D x 30L, Endure	
1	FWS-FRE-3018-E	Work Surface, Rectangle, 30D x 18L, Endure	
1	FWS-FRE-3024-E	Work Surface, Rectangle, 30D x 24L, Endure	
1	FWS-FPE-3672-S	Work Surface, Peninsula, 36D x 72L, Strata	
3	FSS-CS-60	Flex Sit-Stand, 90° Corner, 60W, Single Lift	
6	FSW-07-3042-EMT-EMT	Flex Wall, 07D, 30L x 42H, Empty Side A, Empty Side B	
6	FSW-07-3042-SSP-EMT	Flex Wall, 07D, 30L x 42H, Sit-Stand Powder Side A, Empty Side B	
1	FSW-07-5442-SWN-EMT	Flex Wall, 07D, 54L x 42H, Slatwall Side A, Empty Side B	
1	FSW-07-3042-SWN-EMT	Flex Wall, 07D, 30L x 42H, Slatwall Side A, Empty Side B	
1	FSW-07-1842-SWN-EMT	Flex Wall, 07D, 18L x 42H, Slatwall Side A, Empty Side B	
1	FSW-07-2442-SWN-EMT	Flex Wall, 07D, 24L x 42H, Slatwall Side A, Empty Side B	
1	FSW-07-3642-SWN-EMT	Flex Wall, 07D, 36L x 42H, Slatwall Side A, Empty Side B	
3	FCC-07L-9042-MTS	Flex Corner Connector, 7D, 90° L-Type, 42H, Empty, Square	

Quotation

PROJECT #:	DC-21040-01	Option: 1
REVISION:	G-STATE	STATE
PROJECT NAME:	Huntington Park Police Dispatch	

russbassett
8189 Byron Road Whittier, CA 90606
Tel: 800.350.2445 Fax: 562.698.8972
www.russbassett.com

QTY	PART NUMBER	DESCRIPTION	CONSOLE PRICE
1	FEC-ASC-0742-L-S	Flex Left End Cap, Corner, Single Lift Sit-Stand, 7" Wall, 42"H, Square	
3	FPD-3018-BBF-S-N	Flex Drawer Pedestal, 30D x 18W, Box/Box/File, Square, No Lock	
1	FPO-3036	Flex Open Storage Pedestal, 30D x 36W	
1	FPO-3012	Flex Open Storage Pedestal, 30D x 12W	
1	FPO-3024	Flex Open Storage Pedestal, 30D x 24W	
1	FPT-301828-RD-S-N-S	Flex Technology Pedestal, 30D x 18W x 28H, Right Swing, Square, No Lock	
1	FPT-301828-LD-S-N-S	Flex Technology Pedestal, 30D x 18W x 28H, Left Swing, Square, No Lock,	
1	FBP-3042-VPS	Flex Back Panel, 30W x 42H, Vented, Powder, Square	
1	DAC-DT10-RMK-9	9U Desktop Rack - 10"D	
1	FTC-0754-V-S	Flex Top Cap, 7D x 54W, Vented, Square	
3	FTC-0760-V-S	Flex Top Cap, 7D x 60W, Vented, Square	
3	FTC-0760-PP-S	Flex Top Cap, 7D x 60W, Power Pole Receiver, Square	
1	FTC-0730-V-S	Flex Top Cap, 7D x 30W, Vented, Square	
3	WAC-PWR-POLE-TC-72	Power Pole, Top Cap Mount, 72"	
1	FTC-0778-V-S	Flex Top Cap, 7D x 78W, Vented, Square	
12	DAC-CO-USB	USB Keystone - Coupler (Includes 15' Extension)	
6	NSP-91910-60	* Flipper Door Ambient Light Kit, Blue, 90 Deg Corner, 60"	
3	WAC-GRND-BLDG-CBN-	* Static Ground, Building CBN Jumper, 8'	
6	DAC-CO-USB-PWR	UBS Power Only, 2A, 2 Port	
3	DAC-SW-DBL-KBTACO	* Double Slatwall Keyboard Holder	
1	FPL-CL	Flex Peninsual Support, Cylinder Leg	
3	FCF-42-T-SSP	Flex Sit-Stand Corner Filler, 42H, Tech Storage, Powder	
1	DAC-SW-KBTACO	Slatwall Keyboard Holder	
8	DAC-DL6-HL-PZ	* DL6 Lifting Column, Heavy Lift, Piezo	
2	DAC-CBD6S-HL-PZ	* CBD6S Control Box, Heavy Lift, Piezo	
3	DAC-CMS-RPLCMT	* Console Management System w/ Desktop Controller, Replacement	
2	WAC-PSTRIP-H-15	Power Strip, 15 Amp, 7 Outlet, With Horizontal Trough Mounting Bracket	
AREA: 2	NEW MONITOR (LOCATION TBD)		AREA 2 TOTAL: \$ 697.95
3	DAC-MA-01-SW-S	Fully Articulating Monitor Arm - Weight Range 5-16 lbs	

Quotation

PROJECT #: DC-21040-01 Option: STATE
REVISION: G-STATE
PROJECT NAME: Huntington Park Police Dispatch

 **russbassett**
8189 Byron Road Whittier, CA 90606
Tel: 800.350.2445 Fax: 562.698.8972
www.russbassett.com

10.27.17 Ref F to G: Moved non-funded parts from State quote to City quote per drawing.

10.2.17 Rev E to F: Quote updated to include personal environment system.

SCOPE OF WORK: Deliver and install 3 Russ Bassett consoles per drawing

DC-20140-01 Opt. 1 Rev. E. Installation is a single phase/trip during normal business hours.

Includes prevailing wage, installation of overhead bins and trash removal.

CMAS Contract #: 4-08-71-0077C; Contract term is 8/27/13 - 7/31/18.

Prices shown herein are Net (California Multiple Award Discount Deducted) unless stated otherwise.

* Denotes off-contract item / open market

4/20/18:

- Updated date on quote
- Change Tax from 9.25% rate to 9.5%

On Contract Product Total: \$ **38,626.81**
On-Contract Product Sales/Use Tax (9.5%): \$ **3,669.55**

On Contract Total Cost: \$ 42,296.36

On Contract Total Cost: \$ 42,296.36

* Off Contract Product Total:	\$	17,016.00
Off-Contract Product Sales/Use Tax (9.5%):	\$	1,616.52
Delivery and Installation Services:	\$	7,100.00

Off-Contract Total Cost: \$ 25,732.52

Total Due: \$ 68,028.88

Quotation

PROJECT #:	DC-21040-01	Option: 1
REVISION:	G-STATE	STATE
PROJECT NAME:	Huntington Park Police Dispatch	

 **russbassett**

8189 Byron Road Whittier, CA 90606

Tel: 800.350.2445 Fax: 562.698.8972

www.russbassett.com

Drawings

Any drawing submitted to the Client under this Quotation must be signed-off as "approved for manufacture" and returned with applicable purchase order. Drawing REVISION level must match Quote REVISION level.

Delivery & Installation

A signed, completed delivery and installation checklist and purchase order is required to prevent any issues at time of delivery and installation. Any unique requirements encountered at time of delivery and installation not covered on the installation checklist will be invoiced at cost in addition to the charges quoted herein.

Russ Bassett ships your products using our "Safe Ship" program. The program simply states that we guarantee your products will arrive damage free anywhere in the 48 contiguous United States. If damage should occur, notify customer service and Russ Bassett will rush a replacement part or unit and pick up the damaged product.

Due to the custom nature of our products, Russ Bassett recommends using only Certified Russ Bassett Installers.

Purchase Order

Send to: Russ Bassett Corporation **Fax to:** (562) 698-8972
Attn: Customer Service
8189 Byron Road
Whittier, CA 90606

Purchase orders must include the following information to process with Russ Bassett:
Sold to, Ship to, Order Date, Requested Delivery/Install Date, PO Number, Quantity, Full Model Numbers & Total.

All purchase orders must also accompany the following documents to be considered a complete order:
Signed drawing noting console and work surface colors and/or cabinet color, signed quotation, & installation checklist.

Quote is Valid for 90 days from date of issue; and, may only be extended in writing by Russ Bassett.

Payment Terms

Net 30 days after shipment invoice date.

Quotation

PROJECT #:	DC-21040-01	Option: 1
REVISION:	G-STATE	STATE
PROJECT NAME:	Huntington Park Police Dispatch	

 **russbassett**

8189 Byron Road Whittier, CA 90606

Tel: 800.350.2445 Fax: 562.698.8972

www.russbassett.com

Lead-time

For the products covered under this proposal is ten (10) weeks AAO (After Acceptance of Order).

Incomplete Purchase Orders may delay the ship date; actual date will be confirmed on written Order Acknowledgement.

Warranty

Russ Bassett Corporation warrants to the original customer that all Desience manufactured products as quoted or proposed will be free from defects in materials and workmanship for the following warranty period:

1. Limited Lifetime Warranty for Russ Bassett Corporation manufactured Desience products.
2. Limited Term Warranty for all Russ Bassett Corporation non-manufactured products or components that are added or integrated into a Russ Bassett Corporation manufactured product shall be warranted as outlined in the original manufacturer's warranty.

If a Performance Bond is required for this project, the warranty covered by the Performance Bond is limited as follows: 'Notwithstanding anything stated in the contract, purchase order, or specifications, the bond only covers a 1 year parts and labor warranty. Any additional warranty will not be the responsibility of the Surety and will be the sole responsibility of Russ Bassett'.

Change Order & Cancellation Policy

Changes to an order, once it has been processed, can be very disruptive and costly. Once an order has been started in manufacturing, usually within 4 weeks of the scheduled ship date, it is not possible to make changes.

Any requests for changes to the design or scope of work shall be made in writing. RBC will notify Buyer if it is possible to accommodate the change requests. If there is still time to accommodate the change requests, RBC will provide a quotation covering the cost and lead-time impact of the change. If these impacts are acceptable to Buyer, RBC will produce changed drawings for review and approval. No change will be made without sign-off of the updated quote and drawing by Buyer.

Any cancellation requests must be submitted in writing and approved by an officer of Russ Bassett. Upon acceptance of canceled order, a cancellation charge of 25% of the contract amount will be incurred over and above the cost of materials produced or in production, labor or other services performed, freight, taxes and any other out of pocket expenses also incurred by Russ Bassett.

Acceptance Signature

Authorized Signature

Print Company Name

Print Name of Authorized Signature

P.O. Number

Print Title

Date of Authorization

Quotation

Huntington Park Police Department
 6542 Miles Ave
 Huntington Park, CA 90255

Spacesaver Intermountain
 8969 Kenamar Dr Ste 101
 San Diego, CA 92021

Attn Nick Pacheco
 323-826-6649

Linda Suarez
 858-900-8079
 11/22/17

3 Russ Bassett Sit-Stand Consoles

6	WAC-PAN-0718	7" PC Pan for 7" Wall, 18" Long
20	WAC-GRND-STC-JMP-6	Static Ground Jumper Cable, 6"
3	WAC-DTB-14	14 Port Data Termination Bracket, Universa
3	DAC-CUPHLDR-US-R	Cup Holder, Under Surface, Rotating
3	DAC-HSC	Desktop Mounted Handset Cradle
3	DAC-SW-SANSTN	Slatwall Sanitation Station
1	DAC-SW-USHD-0612	Slatwall Utility Shelf, Heavy Duty, 6"d x 12"w
9	DAC-MA-01-SW-S	Fully Articulating Monitor Arm - Weight Range 5-16 lbs
3	DAC-MA-01-SW-TS	Fully Articulating Touch Screen Monitor Arm - Weight Range 5-16 lbs
3	DAC-LED-DA-SW	Dimmable LED Task Light - Double Arm, Slatwall Mount
3	WS-SCS-3060-P-E	Work Surface, 90° Corner Sit-Stand, Single Lift, 30D x 60L, CMS, Endure
1	FWS-FRE-3054-E	Work Surface, Rectangle, 30D x 54L, Endure
1	FWS-FRE-3030-E	Work Surface, Rectangle, 30D x 30L, Endure
1	FWS-FRE-3018-E	Work Surface, Rectangle, 30D x 18L, Endure
1	FWS-FRE-3024-E	Work Surface, Rectangle, 30D x 24L, Endure
1	FWS-FPE-3672-S	Work Surface, Peninsula, 36D x 72L, Strata
3	FSS-CS-60	Flex Sit-Stand, 90° Corner, 60W, Single Lift
6	FSW-07-3042-EMT-EMT	Flex Wall, 07D, 30L x 42H, Empty Side A, Empty Side B
6	FSW-07-3042-SSP-EMT	Flex Wall, 07D, 30L x 42H, Sit-Stand Powder Side A, Empty Side B
1	FSW-07-5442-SWN-EMT	Flex Wall, 07D, 54L x 42H, Slatwall Side A, Empty Side B
1	FSW-07-3042-SWN-EMT	Flex Wall, 07D, 30L x 42H, Slatwall Side A, Empty Side B
1	FSW-07-1842-SWN-EMT	Flex Wall, 07D, 18L x 42H, Slatwall Side A, Empty Side B
1	FSW-07-2442-SWN-EMT	Flex Wall, 07D, 24L x 42H, Slatwall Side A, Empty Side B
1	FSW-07-3642-SWN-EMT	Flex Wall, 07D, 36L x 42H, Slatwall Side A, Empty Side B
3	FCC-07L-9042-MTS	Flex Corner Connector, 7D, 90° L-Type, 42H, Empty, Square
1	FEC-ASC-0742-L-S	Flex Left End Cap, Corner, Single Lift Sit-Stand, 7" Wall, 42"H, Square

249 South 400 East
 Salt Lake City, Utah 84111
 801 363 5882 main
 801 359 4326 fax
www.SpaceSaverIM.com



3	FPD-3018-BBF-S-N	Flex Drawer Pedestal, 30D x 18W, Box/Box/File, Square, No Lock
1	FPO-3036	Flex Open Storage Pedestal, 30D x 36W
1	FPO-3012	Flex Open Storage Pedestal, 30D x 12W
1	FPO-3024	Flex Open Storage Pedestal, 30D x 24W
1	FPT-301828-RD-S-N-S	Flex Technology Pedestal, 30D x 18W x 28H, Right Swing, Square, No Lock
1	FPT-301828-LD-S-N-S	Flex Technology Pedestal, 30D x 18W x 28H, Left Swing, Square, No Lock,
1	BP-3042-VPS	Flex Back Panel, 30W x 42H, Vented, Powder, Square
1	DAC-DT10-RMK-9	9U Desktop Rack - 10"D
1	FTC-0754-V-S	Flex Top Cap, 7D x 54W, Vented, Square
3	FTC-0760-V-S	Flex Top Cap, 7D x 60W, Vented, Square
3	FTC-0760-PP-S	Flex Top Cap, 7D x 60W, Power Pole Receiver, Square
1	FTC-0730-V-S	Flex Top Cap, 7D x 30W, Vented, Square
3	WAC-PWR-POLE-TC-72	Power Pole, Top Cap Mount, 72"
1	FTC-0778-V-S	Flex Top Cap, 7D x 78W, Vented, Square
12	DAC-CO-USB	USB Keystone - Coupler (Includes 15' Extension)
6	NSP-91910-60	* Flipper Door Ambient Light Kit, Blue, 90 Deg Corner, 60"
3	WAC-GRND-BLDG-CBN-	* Static Ground, Building CBN Jumper, 8'
6	DAC-CO-USB-PWR	UBS Power Only, 2A, 2 Port
3	DAC-SW-DBL-KBTACO	* Double Slatwall Keyboard Holder
1	FPL-CL	Flex Peninsual Support, Cylinder Leg
3	FCF-42-T-SSP	Flex Sit-Stand Corner Filler, 42H, Tech Storage, Powder
1	DAC-SW-KBTACO	Slatwall Keyboard Holder
8	DAC-DL6-HL-PZ	* DL6 Lifting Column, Heavy Lift, Piezo
2	DAC-CBD6S-HL-PZ	CBD6S Control Box, Heavy Lift, Piezo
3	DAC-CMS-RPLCMT	Console Management System w/ Desktop Controller, Replacment
2	WAC-PSTRIP-H-15	Power Strip, 15 Amp, 7 Outlet, With Horizontal Trough Mounting Bracket
Additional Parts		
3	DAC-MA-01-SW-S	Fully Articulating Monitor Arm - Weight Range 5-16 lbs
	Product Total	\$69,553.51
	9.5% Tax	\$ 6,607.58
	Delivery & Installation	\$ 8,100.00
	Total	\$84,261.09

Reference Russ Bassett Drawing # DC-21040-01 Opt 1 Rev G

Quotation valid to 5-22-2018

Due to the custom nature of our products, Russ Bassett recommends using only Certified Russ Bassett Installers.

249 South 400 East
Salt Lake City, Utah 84111
801 363 5882 main
801 359 4326 fax
www.SpacesaverIM.com



Quotation

Huntington Park Police Department
6542 Miles Ave
Huntington Park, CA 90255

Spacesaver Intermountain
8969 Kenamar Dr Ste 101
San Diego, CA 92021

Attn Nick Pacheco
323-826-6649

Linda Suarez
858-900-8079
11/22/17

Russ Bassett Dispatch Storage Components

1	FOH-SS-1648-RD-S	Flex Overhead Storage, Single Sided, 48W, Receding Door
1	FOH-SS-1642-RD-S	Flex Overhead Storage, Single Sided, 42W, Receding Door
1	FSW-07-4254-SWR-EMT	Flex Wall, 07D, 42L x 54H, Slatwall CO-R Side A, Empty Side B
1	FSW-07-4854-SWL-EMT	Flex Wall, 07D, 48L x 54H, Slatwall CO-L Side A, Empty Side
2	WAC-CO-2P4D	Convenience Outlet Plate, 2 Power Outlets, 4 Data Ports
1	FWS-FRE-3090-E	Work Surface, Rectangle, 30D x 90L, Endure
1	FEC-FH-0754-S	Flex End Cap, Fixed Height, 7" Wall, 54"H, Square
1	FEC-FH-0712-S	Flex Single Tier End Cap, 7" Wall, 12"H, Square
5	FPD-3018-FF-S-I	Flex Drawer Pedestal, 30D x 18W, File/File, Square, Ind. Lks
2	WAC-PSTRIP-H-15	Power Strip, 15 Amp, 7 Outlet, With Horizontal Trough Mounting Bracket
1	FBP-4254-VPS	Flex Back Panel, 42W x 54H, Vented, Powder, Square
	Product Total	\$7,741.38
	9.5% Tax	\$ 735.43
	Total	\$8,476.81

Reference Russ Bassett Drawing # DC-21040-01 Opt 1 Rev G

Quotation valid to 5-22-2018

Due to the custom nature of our products, Russ Bassett recommends using only Certified Russ Bassett Installers. Delivery and installation fees are included in Sit-Stand Console Quote.

CITY OF HUNTINGTON PARK

Community Development Department
City Council Agenda Report



July 3, 2018

Honorable Mayor and Members of the City Council
City of Huntington Park
6550 Miles Avenue
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

CONSIDERATION AND ADOPTION OF THE CITY OF HUNTINGTON PARK'S FISCAL YEAR 2018-2019 ANNUAL ACTION PLAN

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Conduct a public hearing;
2. Take public testimony;
3. Adopt the Fiscal Year 2018-2019 Annual Action Plan;
4. Authorize Acting City Manager to prorate allocations to projects and programs with FY 2018-2019 CDBG and HOME entitlement allocations;
5. Authorize Acting City Manager to execute all required documents for transmittal to the U.S. Department of Housing and Urban Development Department (HUD); and
6. Amend the Fiscal Year 2018-19 Budget in accordance with the approved Fiscal Year 2018-19 Annual Action Plan.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

The United States Department of Housing and Urban Development (HUD) mandates that all entitlement grantees submit an Annual Action Plan. In accordance with this requirement, the City of Huntington Park has prepared the FY 2018-2019 Annual Action Plan which details how the City plans to use their CDBG and HOME fund allocations to address the priority needs of the City. As a part of this process, the City placed a public hearing notice in the Press Telegram newspaper on June 15, 2018 and June 24, 2018 informing residents of the public hearing to be conducted on July 3, 2018; as well as two

CONSIDERATION AND ADOPTION OF THE CITY OF HUNTINGTON PARK'S FISCAL YEAR 2018-2019 ANNUAL ACTION PLAN

July 3, 2018

Page 2 of 6

(2) community meetings held on June 26, 2018 at 3pm at Raul Perez Park and June 27, 2018 at 5pm Salt Lake Park. The 30-day review period for the public was set from June 18, 2018 to July 19, 2018. During the 30-day review period, the City receives comments regarding activities and the use of CDBG and HOME funds for FY 18-19. In addition, the City provided residents with a survey related to public services and affordable housing to increase resident participation.

The Five-Year Consolidated Plan provides a strategic framework for the City's housing and community development goals and sets the vision for allocating federal resources to housing, homelessness, community development and special needs. The Annual Action Plan is a funding strategy that articulates the City's utilization of HUD grant funds and other available resources to undertake programs and projects that will help the City meet the goals and objectives outlined in the Five-Year Consolidated Plan.

FISCAL IMPACT/FINANCING

In Fiscal Year 2018-2019, the City will receive \$1,926,302 in CDBG and HOME funds (plus \$1,000,000 in rollover from prior years) comprised accordingly:

The City will receive \$1,276,096 in CDBG funds that includes:

- a) Fiscal Year 2018-2019 entitlement allocation of \$1,276,096;
- b) This does not include remaining CDBG funds from prior years; and

Additionally, the City will receive \$1,650,206 in HOME funds that includes:

- a) Fiscal Year 2018-2019 entitlement allocation of \$650,206;
- b) Carryover of \$1,000,000 from prior years; and

Proposed CDBG and HOME Activities. Described below are the priorities, goals, activities, and funding allocations that have been established in the City's Five-Year Consolidated Plan and FY 2018-2019 Annual Action Plan. The proposed activities will further the purpose of the CDBG and HOME programs of developing viable urban communities by providing decent housing and a suitable living environment, and expanding economic opportunities, principally for persons of low and moderate income.

CONSIDERATION AND ADOPTION OF THE CITY OF HUNTINGTON PARK'S FISCAL YEAR 2018-2019 ANNUAL ACTION PLAN

July 3, 2018

Page 3 of 6

1. PRIORITY HOUSING NEEDS		
GOAL	IMPLEMENTING PROGRAM(S)	ALLOCATION
Sustain and Strengthen Neighborhoods	<u>Code Enforcement:</u> This program provides for property inspections near CDBG funded activities, target areas, and in census tracts having a predominance of low and moderate-income residents. This project also funds the Neighborhood Improvement Program, which focuses on improving the physical appearance of the City, promoting neighborhood improvement projects, and community empowerment. The implementing agency is the City Community Development Department.	\$310,000 (CDBG)
	<u>Residential Rehabilitation:</u> This program provides financial assistance to owners of single-family homes (one to four units) and rental properties for rehabilitation improvements. Loans of up to \$50,000 are provided to qualified low and moderate income households, with a forgivable component of up to \$25,000 for repairs that correct health and safety violations. The implementing agency is the City's Community Development Department.	\$200,000 (HOME)
	<u>Acquisition / Rehabilitation / New Construction:</u> HOME funds will be used to gap finance an affordable housing project at a location yet to be determined. The implementing agency is the City's Community Development Department.	\$385,186 (HOME)
Preserve Existing and Create New Affordable Housing	<u>First Time Homebuyer</u> HOME funds will be used to provide down payment assistance to eligible First-Time Homebuyers to purchase a home in the City of Huntington Park. A silent second will be provided in the amount up to 30% of the HUD HOME purchase price limit. As of April 2018, the purchase price limit for LA County is \$427,000.	\$1,000,000 (HOME) (from previous years allocations)
	<u>Minor Home Repair:</u> The program provides on a citywide basis free exterior minor home repairs, energy conservation activities, security and safety improvements, exterior refurbishing and painting to eligible low and moderate-income households. The program offers a grant of up to \$7,500 to the homeowner for labor and materials and minor repairs to the property.	\$200,000 (CDBG)

CONSIDERATION AND ADOPTION OF THE CITY OF HUNTINGTON PARK'S FISCAL YEAR 2018-2019 ANNUAL ACTION PLAN

July 3, 2018

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2. PRIORITY HOMELESS NEEDS		
GOAL	IMPLEMENTING PROGRAM(S)	ALLOCATION
Support Social Service Agencies that Assist Homeless Populations	<u>Salvation Army Southeast Communities/Family Services Program:</u> This program provides services to the homeless, those at-risk of being homeless and low-income families/persons through the provision of various activities including emergency food service for families, senior food bags, showers, clothing and furniture vouchers, emergency motel vouchers and bus tokens.	\$15,000 (CDBG)
3. PRIORITY SPECIAL NEEDS POPULATIONS		
GOAL	IMPLEMENTING PROGRAM(S)	ALLOCATION
Support Social Service Agencies that Assist Special Needs Populations	<u>Huntington Park Senior Program:</u> The HP Senior Program promotes the benefits of leading a healthier lifestyle among older adults through educational workshops, coordinated physical activities, enrichment activities and other recreation-based events and activities.	\$47,000 (CDBG)
4. PRIORITY COMMUNITY FACILITIES		
GOAL	IMPLEMENTING PROGRAM(S)	ALLOCATION
Support Community Facilities	No project at this time. Will be brought back at later date.	
5. PRIORITY INFRASTRUCTURE NEEDS		
GOAL	IMPLEMENTING PROGRAM(S)	ALLOCATION
Street Improvements	No project at this time. Will be brought back at a later date	
6. PRIORITY COMMUNITY SERVICES		
GOAL	IMPLEMENTING PROGRAM(S)	ALLOCATION
Provide Needed Community Services to Low/Mod Persons	<u>Parks and Recreation After School Program:</u> This program provides after school supervision at City parks and offers a variety of recreational activities such as sports, a nutrition program, arts and crafts, field trips, and homework assistance. The program serves to improve the safety of the parks for all users, and helps deter crime, vandalism, graffiti and drug use among youth by offering positive alternatives. Program locations include Robert H. Keller Park, Salt Lake Park, Freedom Park, and will feature a Summer Swim Program at Linda Marquez High School.	\$115,014 (CDBG)

CONSIDERATION AND ADOPTION OF THE CITY OF HUNTINGTON PARK'S FISCAL YEAR 2018-2019 ANNUAL ACTION PLAN

July 3, 2018

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	<p>Parks and Recreation Splash Pad Program: This program will provide supervision at the newly developed Splash Pad for children and families to enjoy at Salt Lake Park. The supervision at the Splash Pad will provide improved safety for our residents and ensure that the facility is being used accordingly.</p>	\$14,400 (CDBG)
Sustain and Strengthen Neighborhoods		
7. ECONOMIC DEVELOPMENT		
GOAL	IMPLEMENTING PROGRAM(S)	ALLOCATION
Economic Opportunity	<p>Commercial Rehabilitation Program: The program provides up to \$200,000 in rehabilitation assistance to commercial properties for facade and other exterior improvements, to improve handicap accessibility, and to correct code violations. The program also funds project delivery costs related to commercial rehabilitation projects, such as a portion of one staff position, labor compliance consulting fees and architectural consulting fees.</p>	\$319,463 (CDBG)

CONSIDERATION AND ADOPTION OF THE CITY OF HUNTINGTON PARK'S FISCAL YEAR 2018-2019 ANNUAL ACTION PLAN

July 3, 2018

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8. OTHER COMMUNITY DEVELOPMENT NEEDS		
GOAL	IMPLEMENTING PROGRAM(S)	ALLOCATION
Planning for Housing and Community Development	CDBG Administration: This program provides for the overall development, financial management, coordination and monitoring of the CDBG program, HUD communication, public participation, as well as planning and urban environmental design and studies. The implementing agency is the City Community Development Department.	\$245,219 (CDBG)
	HOME Administration: Funds provide for the overall development, management, coordination and monitoring of the HOME program as implemented by the Community Development Department.	\$65,020 (HOME)
9. UNALLOCATED FUNDS		
GOAL	IMPLEMENTING PROGRAM(S)	ALLOCATION
Not Applicable	Unallocated CDBG Funds: Note: All funds were allocated to projects this FY 18-19	\$0 (CDBG)
	Unallocated HOME Funds: Note: All funds were allocated to projects this FY 18-19	\$0 (HOME)

CONCLUSION

Upon Council approval, staff will proceed with recommended actions.

Respectfully submitted,



RICARDO REYES
Acting City Manager

ATTACHMENT(S)

A. Draft FY 2018-2019 Annual Action Plan

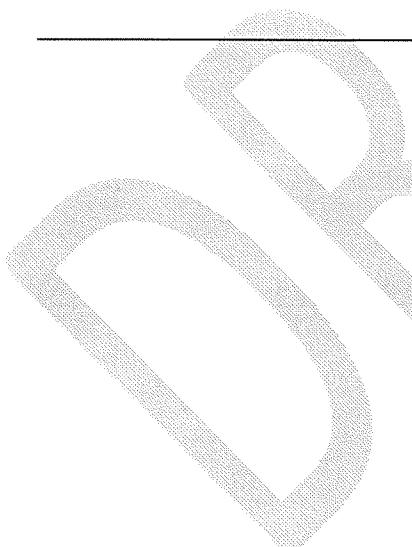
ATTACHMENT "A"



CITY OF HUNTINGTON PARK

ANNUAL ACTION PLAN (DRAFT)

July 1, 2018 – June 30, 2019



**CITY OF HUNTINGTON PARK
CITY MANAGER'S OFFICE
6550 MILES AVENUE
HUNTINGTON PARK, CA 90255**

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The Consolidated Plan is designed to help the City of Huntington Park assess affordable housing and community development needs and market conditions in order to make data-driven, place-based investment decisions. The consolidated planning process serves as the framework for a community-wide dialogue to identify housing and community development priorities that align and focus funding from the Community Development Block Grant (CDBG) and Home Investment Partnership Act (HOME) programs. The goals are designed to assist low and moderate-income persons, provide decent housing, create suitable living environments, and expand economic opportunities. Included in the 2015/16 – 2019/20 Consolidated Plan are broad five-year objectives and strategies to accomplish these goals. Specific identifiable benchmarks for measuring progress in realizing the City's strategy are proposed in this Action Plan for 2018/19.

The 2018/19 Annual Action Plan includes an application for funds under two different HUD entitlement programs - Community Development Block Grant (CDBG) and the HOME Investment Partnership Program. The City will receive a total of \$1,926,302 in entitlement funds for program year 2018/19 of which \$1,276,096 is designated for the CDBG Program and \$650,206 is designated for the HOME Program. In addition, the City will be rolling over \$1,000,000 in previous years HOME funds, bringing the grand total to \$2,926,302. The following Annual Action Plan describes resources, programs, activities and actions the City of Huntington Park will use in the coming 2018/19 fiscal year to implement its strategic plan and ultimately achieve its Consolidated Plan goals and objectives. summarized in Table 1 on the following page.

Table 1 - 2015-2019 Consolidated Plan Priorities, Goals, Implementing Programs, and FY 2018/19 Goals				
Consolidated Plan 5-Year Priority	Consolidated Plan Goals	Implementing Programs	2018 / 19 Goal	Outcome / Objective *
Priority Housing Needs	Sustain and Strengthen Neighborhoods	<ul style="list-style-type: none"> Enhanced Code Enforcement 	281 housing units	SL-3
Priority Housing Needs	Preserve Existing and Create New Affordable Housing	<ul style="list-style-type: none"> Acquisition / Rehabilitation / New Construction Residential Rehabilitation Minor Home Repair Program 	3 housing units (rehab) 5 housing units (first time homebuyer) 4 housing units 13 housing units	DH-2 DH-1 DH-1
Priority Homeless Needs	Support Social Service Agencies that Assist Homeless Populations	<ul style="list-style-type: none"> Salvation Army Southeast Communities 	210 persons	SL-1
Priority Special Needs Populations	Support Social Service Agencies that Assist Special Needs Populations	<ul style="list-style-type: none"> HP Senior Program 	300 persons	SL-1
Priority Community Service	Provide Needed Community Services to Low/Mod Persons	<ul style="list-style-type: none"> After School Program Splash Pad • 	500 persons 200 persons 75 persons	SL-1 SL-1
Economic Opportunity	Economic Opportunity	<ul style="list-style-type: none"> Commercial Rehabilitation 	7 businesses	EO-3
Other Housing and Community Development Needs	Planning for Housing and Community Development	<ul style="list-style-type: none"> CDBG Administration Fair Housing Foundation HOME Administration 	N/A	N/A

Table 1: 2015-19 Con Plan Priorities, Goals and Implementing Programs

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

See Table 1 above.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

During the previous five-year period, the City of Huntington Park used CDBG and HOME funds to accomplish the following objectives:

Decent Housing

- In FY 2016/17, the City also contributed \$295,400 in HOME Program funds to the CHDO, Oldtimers Housing Development Corporation-IV, to construct a one-bedroom single-family dwelling built over a four-car garage with tandem parking, and to complete rehabilitation of a two-bedroom detached unit. The project provides for on-site improvements, as well as \$45,000 in project delivery soft costs, e.g., underwriting and property inspections. Both units will be subject to occupancy and affordability restrictions affordable to low income households under HOME and previously provided NSP funds.
- The Residential Rehabilitation Program provides assistance up to \$50,000 for property renovations and rehabilitation for owner-occupied single family homes and rental units. The City did not meet its 2010-2014 Consolidated Plan goal to fund 30 residential rehabilitation loans/grants; accordingly, the City entered into an agreement with Los Angeles County Neighborhood Housing Services (NHS) to leverage City HOME funds to provide eligible Huntington Park residences homeownership and residential rehabilitation opportunities during 2015/16, and starting in 2016/17, City staff has taken over implementation of the program. In FY 2016/17 the City completed one (1) residential rehabilitation. In FY 2017/18, the City completed one (1) residential rehabilitation loan.
- During the previous Consolidated Plan period, the City entered into a subrecipient agreement with a nonprofit agency to operate a city-wide Tenant-Based Rental Assistance Program using tenant selection policies and criteria consistent with the 2010-2014 Consolidated Plan. The City gave local preference to 100 very low-income elderly persons. The program was completed in 2015/16.

Evaluation of Past Performance Additional Text

Suitable Living Environment

- The City funded a Minor Home Repair program in the first three years of the previous Consolidated Plan. Unfortunately, the program was defunded in the 4th year as CDBG funds decreased. Only 16% of the City's goal of providing 150 households with minor home repairs was met. The program was reinstated in FY 2015/16, but with staff shortages and other demands, the program was not implemented. In FY 2016/17, the City again funded the program and completed seven (7) homes. In FY 2017/18 is one target to completing another six (6) to (7) homes.

- The City's Code Enforcement program continues to experience staff shortages preventing it from meeting its goal of servicing 800 housing units; however, in FY 2016/17, additional staff were hired to implement the much-needed Code Enforcement Program. Additionally, beginning in FY 2017/18, the City has revamped its Code Enforcement Strategy for the remaining three years of the current Consolidated Plan timeframe. The Plan delineates two CDBG target areas for which enhanced code enforcement activities will take place.
- The Commercial Rehabilitation Program has experienced some setbacks due to reductions in staff to implement the program and lack of experienced contractors, In FY 2016/17, two commercial rehab loans were approved. At this time in FY 2017/18, the City is working to complete the two (2) commercial rehab loans from the previous year.
- The City met its goal to fund two community facility rehabilitation projects. More facility improvement projects are slated for the current 2015-2019 Consolidated Plan period. In 2015/16, the City allocated \$100,000 to the Soccer Field Lighting Project, and in FY 2016/17 was allocated CDBG funds for the Splash Pad Project. In FY 2017/18, \$60,000 has been allocated for ADA improvements to the City's Salt Lake Park Community Center. The Splash Pad and ADA bathroom improvements have been completed.
- The City did not provide any CDBG assistance towards infrastructure improvements in FY 2015/16; however, this remains a high priority and the City allocated \$520,000 in CDBG funds to the Pacific Boulevard Lighting and Beautification Project which began in late 2016/17 and completed in FY 2017/2018. In FY 2017/18, \$377,652 is being allocated to street improvements in the City's two CDBG target neighborhoods; however, this project has been postponed. The City is the process of selecting residential street for reconstruction. Once selected, a substantial amendment will be brought forth later on the FY 2018/19.

Economic Opportunity

- Huntington Park operated a popular Business Assistance and Economic Development program that provided technical support, business resources, and referrals to Huntington Park businesses citywide. The program also served to increase business retention and attraction services by providing business and financial planning assistance to new and existing businesses and served as a local resource center. Funds were used to host workshops and seminars with industry experts to help persons grow their business in Huntington Park. In 2017/18, the program was administered by Hub Cities Consortium, a locally based small business services company.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City of Huntington Park adopted a Citizen Participation Plan to guide the City's citizen participation process. All of Huntington Park's citizens are encouraged to participate in the planning, development, and implementation of the Annual Action Plan. Three public hearings are held by the City each year to discuss

issues related to the Consolidated Plan as well as the Annual Action Plan. In all cases, a Notice of Public Hearing is published at least 15 days to 30 days prior (depending on the document needing approval) to the hearing to provide residents with adequate notice.

The draft 2018/19 Annual Action Plan was made available for public comment for a minimum 30-day review period (June 18 – July 19, 2018). The City Council held a public hearing on July 3, 2018 providing residents and interested parties an opportunity to comment on the Annual Action Plan prior to adoption and submittal to HUD.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

7. Summary

Key findings of the Needs Assessment include:

- Housing overpayment is the most prevalent housing problem, with 64% of Huntington Park's low and moderate income renter households (<80% AMI) facing a cost burden (>30% of income on housing costs), and over one-third facing a severe cost burden (>50% of income towards housing). As depicted in Figure 4 (Appendix B), high levels of severe renter overpayment are located in neighborhoods throughout the City, and generally correspond to areas with high levels of poverty, senior households, and renter overcrowding.
- Household overcrowding, defined as greater than one person per room, has decreased from 63% of all renters in 2000 to 48% a decade later (as documented by the 2007-2011 ACS). Severe overcrowding (greater than 1.5 persons per room) impacts 27% of renters in the City. Figure 5 depicts several neighborhoods with concentrations of severe renter overcrowding (over 45%): north of Florence immediately east of Santa Fe; the neighborhood on either side of State bound by Gage and Saturn; both sides of Pacific bound by Randolph and Slauson; and the northernmost portion of the city directly to the east of Santa Fe.
- An estimated 15% of the City's housing is in substandard condition (2,300 units). The biggest contributors to substandard housing are the City's aging housing stock, household overcrowding, and absentee landlords.
- For homeless persons or persons at-risk of becoming homeless, the most significant problem is the lack of affordable rental housing. This problem has been compounded by decreases in funding

available through Section 8 and HOME, and the loss of Redevelopment Housing funds. For chronically homeless persons and transitional age youth, there is an insufficient inventory of transitional housing and permanent housing with supportive services designed to meet the specific needs of these populations who often struggle with physical and mental health problems in addition to substance abuse issues.

- Priority community facility needs include park facility upgrades, including soccer field lighting and a splash pad at Salt Lake Park. The Consolidated Plan community needs survey named the need for youth centers and general parks and recreation facilities within the top ten priority needs.
- Priority infrastructure needs include streets and alleys, and bicycle transportation improvements in the City's low and moderate income neighborhoods. The City's 2015 Pavement Management Plan reviews the existing street conditions within the transit system and identifies a cost-to-improve each segment of the transit system. Street and alley improvements ranked within the top ten priority needs in the community needs survey.
- Priority public service needs include services for youth, seniors, homeless and anti-crime services. These needs were determined by the public via the Community Needs Survey, comments received at a Consultation Workshop with various public service and housing providers, and specific comments received from the Huntington Park City Council at a Needs and Priorities public hearing on March 2, 2015. On June 26 and June 27, 2018 the City's HUD Consultant held two (2) community workshops to gather updated information on the community's needs.



PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	City of Huntington Park	City Manager's Office
HOME Administrator	City of Huntington Park	City Manager's Office

Table 1 – Responsible Agencies

Narrative (optional)

The Lead Agency for the five year (2015/2016 - 2019/2020) Consolidated Plan and the FY 2018/19 Annual Action Plan is the City of Huntington Park, City Manager's Office.

Consolidated Plan Public Contact Information

City of Huntington Park

City Manager's Office

6550 Miles Avenue

Huntington Park, CA 90255

Phone: (323) 582-6161

Email: wmarin@h pca.gov

grants@h pca.gov

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

The City developed its five-year (2015/2016 - 2019/2020) Consolidated Plan through consultation with City departments; housing and public service providers; and adjacent local governments. As a means of gaining input from housing, homeless and social service providers, the City conducted a consultation workshop in August 2014 to discuss what each of these agencies define as the key housing and social service issues in Huntington Park, to identify gaps in service, and to brainstorm potential recommendations. Another function of the workshop was to establish a dialogue among agencies/departments to enhance collaboration and sharing of information.

In addition to those agencies/departments participating in the workshop, additional agencies were contacted as necessary to gain comprehensive information on the community's needs, such as the Los Angeles County Housing Authority and Los Angeles Homeless Services Authority.

For development of the FY 2018/19 Annual Action Plan, the released the CDBG applications for solicited a Request for Proposals from local service providers and City Departments to implement the goals and objectives identified in the City's Strategic Plan (Consolidated Plan). The City received seven (7) applications for FY 2018/19 funds, of which four (4) were from non-profit agencies and three (3) from City Departments.

On June 26 and June 27, 2018 the City's HUD Consultant held two (2) community workshops to gather updated information on the community's needs. No comments were received. The City developed a survey for residents asking questions regarding public services such as youth programs, senior programming, and other overall needs for the community. In order to increase participation, the City's HUD Consultants walked the local parks to ask residents if they were willing to fill out the surveys. This process proved to be very helpful in engaging the community. Surveys were made available at all of the local parks, LA County Library (HP location) and City Hall. The surveys were made available in both English and Spanish.

The City notified nine (9) neighboring local jurisdictions of the availability of the Draft Annual Action Plan for comment. The local jurisdictions in the surrounding areas were notified of the public comment review period.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City participates in Service Planning Area (SPA) 7 of the Continuum of Care for Los Angeles City and County, and coordinates with the LAHSA, local communities and various service agencies to provide a continuum of services and facilities for the homeless and persons at-risk of becoming homeless.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Huntington Park does not receive ESG funds so this is not applicable.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	City of Huntington Park
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	<p>Housing Need Assessment</p> <p>Homeless Needs - Chronically homeless</p> <p>Homeless Needs - Families with children</p> <p>Homelessness Needs - Veterans</p> <p>Homelessness Needs - Unaccompanied youth</p> <p>Homelessness Strategy</p> <p>Non-Homeless Special Needs</p> <p>Market Analysis</p> <p>Economic Development</p> <p>Anti-poverty Strategy</p> <p>Lead-based Paint Strategy</p>
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency Consultation Workshop. Interdepartmental Workshop. City will continue maintaining its strong relationships with service providers and local jurisdictions to implement the 5-year strategy.

2	Agency/Group/Organization	Huntington Park City Council
	Agency/Group/Organization Type	Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Non-Housing Community Development Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public hearings. City Council members reflect the needs of their constituents in the community, which have been reflected in the needs and priorities identified in the Plan.
3	Agency/Group/Organization	HOUSING AUTHORITY LA COUNTY
	Agency/Group/Organization Type	PHA

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Email correspondence. The City will continue its strong partnership with the Housing Authority.
4	Agency/Group/Organization	COUNTY OF LOS ANGELES PUBLIC LIBRARY - HUNTINGTON PARK LIBRARY
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy Non- Housing Community Development Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Special Needs Service Provider Survey. The City will continue supporting the Library's educational programs for Huntington Park youth.
5	Agency/Group/Organization	Old Timers Housing Development Corporation
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency Consultation Workshop. The City will continue supporting housing programs targeted to low income and at-risk families.
6	Agency/Group/Organization	Fair Housing Foundation
	Agency/Group/Organization Type	Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency Consultation Workshop. The City will continue to provide fair housing and tenant/landlord services to residents.
7	Agency/Group/Organization	SOUTHEAST CHURCHES SERVICE CENTER
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency Consultation Workshop. The City will continue supporting programs for homeless and persons and families at risk of homelessness.

Identify any Agency Types not consulted and provide rationale for not consulting

The City of Huntington Park developed its Consolidated Plan through consultation with housing, social and health service providers; local agencies/governments; and the Los Angeles County Housing Authority. The City is unaware of any Agency types relevant to the Consolidated Plan that were not consulted.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Los Angeles Homeless Services Authority	LAHSA uses housing and demographic data obtained through HMIS and Homeless Counts to determine needs and to pinpoint gaps in housing and services. This in turn helps LAHSA to pool and coordinate resources with the County and cities to develop coordinated homeless access and assessment centers. Huntington Park participates with LAHSA in building the regional continuum of care to address the homeless and persons at-risk of homelessness.
Huntington Park Housing Element	City of Huntington Park Planning Division	The City is currently updating its Housing Element for the 2013-2021 period. All housing-related programs in the Consolidated Plan will be directly reflected within the Housing Element.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

The City followed HUD's guidelines for citizen and community involvement in preparation of the Consolidated Plan and Action Plan. To encourage citizen participation in the preparation of the documents, the City undertook several activities as summarized below.

Housing and Community Development Needs Survey

Consolidated Plan: In order to evaluate public opinion of specific housing and community development needs, the City utilized an on-line Needs Survey in which the respondent was asked to rank the level of need for a particular service, capital improvement, and public benefit. Hard copies of the survey were also made available at the Community Development Department, the Clerk's Office, and were emailed to the Parks and Recreation Department's resident contact list. A total of 88 residents completed the Needs Survey.

For the FY 18-19 Annual Action Plan, the City developed a survey for residents asking questions regarding public services such as youth programs, senior programming, and other overall needs for the community. In order to increase participation, the City's HUD Consultants walked the local parks to ask residents if they were willing to fill out the surveys (during the 30-day review period of June 18, 2018 thru July 19, 2018). This process proved to be very helpful in engaging the community. Surveys were made available at all of the local parks, LA County Library (HP location) and City Hall. The surveys were made available in both English and Spanish. XX surveys were completed.

Focus Groups

Consolidated Plan: On August 27, 2014, key City stakeholders and representatives of housing and social service organizations participated in a focus group meeting that covered the following barriers to fair housing and access to affordable housing; housing, homeless and public service needs and gaps in service; and community priorities.

Community Meetings

Consolidated Plan: The City Council conducted a Needs Assessment Public Hearing on March 2, 2015. The meeting was advertised in the El Aviso and noticed per the Ralph M. Brown Act. Invitations were also included as part of the Housing and Community Development Needs Survey.

At the Needs Assessment Public Hearing, City staff provided background on the Consolidated Plan, and the process for preparation of Huntington Park's 2015/16-2019/20 Plan. Three members of the public spoke, citing the dire need for additional affordable housing, especially for seniors and persons with disabilities; the impact of rising rents on household overcrowding and added stress on families; the need to consider high rise housing as a means of addressing the housing shortage; and opposition to additional high density housing around the downtown as the area is already too crowded and schools impacted. Each member of the City Council provided input on community needs and priorities for the Plan, summarized in Appendix C of the Consolidated Plan.

FY 18-19 Annual Action Plan: On June 26 and June 27, 2018 the City's HUD Consultant held two (2) community workshops to gather updated information on the community's needs.

FY 2018/19 Annual Action Plan

The City of Huntington Park has a Citizen Participation Plan to guide the City's CDBG citizen participation process. All of Huntington Park's citizens are encouraged to participate in the planning, development, and implementation of the Annual Action Plan. Organizations receiving direct CDBG funding are in regular contact with City staff. Other organizations are consulted as-needed or have been present at various public hearings held by the City. Three public hearings are held by the City each year to discuss issues related to the Consolidated Plan as well as the Annual Action Plan. In all cases, a Notice of Public Hearing is published at least 15 days to 30 days prior (depending on the document needing approval) to the hearing to provide residents with adequate notice.

The draft 2018/19 Annual Action Plan was made available for public comment for a minimum 30-day review period (June 18 – July 19, 2018). The City Council held a public hearing on July 3, 2018 providing residents and interested parties an opportunity to comment on the Annual Action Plan prior to adoption and submittal to HUD.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Newspaper Ad	Non-targeted/broad community	A newspaper advertisement was published inviting citizens to attend the community meetings on 6/24/2017.	Not Applicable	Not Applicable	Not applicable.
2	Community Meeting	Non-targeted/broad community	A community meeting was held solicit input on needs and priorities for the FY 18-19 Annual Action Plan. (6/26/2018)	No Comment	No Comment	Not applicable.
3	Community Meeting	Non-targeted/broad community	A community meeting was held solicit input on needs and priorities for the FY 18-19 Annual Action Plan. (6/27/2018)	No Comment	No Comment	Not applicable.
4	Surveys	Non-targeted/broad community	A 20 question survey was provided to residents to solicit input on needs and priorities for the FY 18-19 Annual Action Plan. (June/July 2018)	In Progress	In Progress	Not applicable.

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Newspaper Ad	Non-targeted/broad community	A newspaper advertisement was published on June 15, 2018 to solicit public comment on the draft 2018/19 Annual Action Plan and to invite citizens to attend the public hearing to adopt the FY 2018/19 Annual Action Plan.	Not Applicable	Not Applicable	Not applicable.
6	Public Hearing	Non-targeted/broad community	A public hearing was held before the City Council for adoption of the FY 2018/19 Annual Action Plan (7/3/18)	In Progress	In Progress	Not applicable.

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

Table 6 summarizes the major sources of funding available to carry out housing and community development activities during the 2018/19 fiscal year.

In Fiscal Year 2018/19, the City of Huntington Park will be awarded a total of \$1,926,302 in entitlement funds. This total amount is comprised of \$1,276,096 in CDBG funds and \$650,206 in HOME funds. In addition, the City will be rolling over \$1,000,000 in previous years HOME funds, bringing the grand total to \$2,926,302. The City has no “urgent needs” that require funding at this time. CDBG funds will be used for public services, code enforcement, a minor home repair program, commercial rehabilitation, and CDBG administration.

The City will use HOME funds for administration of the HOME program, residential rehabilitation, First Time Homebuyer Program, and potential

acquisition and rehabilitation project.

The City will pursue competitive public and private grants for the development and preservation of programs, housing, and services.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 4				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$1,276,096	\$0	\$0	\$1,276,096	\$1,276,096	Entitlement funds. Expected amount of available remainder of ConPlan based off of FY18-19 allocation.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 4				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	\$650,206	\$0	\$1,000,000	\$1,650,206	\$650,206	Entitlement allocation. Expected amount of available remainder of ConPlan based off of FY18-19 allocation.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Federal funds play a crucial role in implementing the Annual Action Plan. Local private and non-federal funds are usually insufficient to meet the heavy demand for housing and services in our community. Agencies receiving CDBG and HOME funds use those funds as a commitment to receiving other funding sources. Likewise, the City also leverages other resources among the formula grant programs. For example, the HOME program is matched by a variety of sources, including: private investment, public investment, and tax credits.

The HOME Program requires a match of every dollar drawn; however, the City remains exempt from meeting this mandate. Since its inception, the City of Huntington Park has received a 100% match reduction, and expects to receive such a reduction until otherwise indicated by HUD.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Not applicable.

Discussion

N/A



Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Sustain and Strengthen Neighborhoods	2018	2019	Non-Housing Community Development		Priority Housing Needs	CDBG: \$310,000	Housing Code Enforcement/Foreclosed Property Care: 281 Household Housing Unit
2	Preserve Existing & Create New Affordable Housing	2018	2019	Affordable Housing	City of Huntington Park	Priority Housing Needs	CDBG: \$200,000 HOME: \$1,585,185	Rental units rehabilitated: 3 Household Housing Unit Homeowner Housing Rehabilitated: 17 Household Housing Unit Acquisition: 1 Housing Unit First-time Homebuyer: 5 Housing Units
3	Support Agencies that Assist Homeless Populations	2018	2019	Homeless Non-Housing Community Development	City of Huntington Park	Priority Homeless Needs	CDBG: \$15,000	Public service activities other than Low/Moderate Income Housing Benefit: 210 Persons Assisted
4	Support Agencies that Assist Special Needs Population	2018	2019	Non-Homeless Special Needs	City of Huntington Park	Priority Special Needs Populations	CDBG: \$47,000	Public service activities other than Low/Moderate Income Housing Benefit: 300 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Provide Needed Community Services to LMI Persons	2018	2019	Non-Housing Community Development	City of Huntington Park	Priority Community Services	CDBG: \$129,414	Public service activities other than Low/Moderate Income Housing Benefit: 700 Persons Assisted
6	Provide Economic Opportunity	2018	2019	Non-Housing Community Development	City of Huntington Park	Economic Opportunity	CDBG: \$380,000	Facade treatment/business building rehabilitation: 7 Business
7	Planning for Housing and Community Development	2018	2019	Administration	City of Huntington Park	Other Housing and Community Development Needs	CDBG: \$245,648 HOME: \$65,020	Other: 0 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Sustain and Strengthen Neighborhoods
	Goal Description	<p>Using CDBG funds, the City will sustain and strengthen neighborhoods by eliminating unsafe conditions and blight while improving the quality of life of residents within the community. The Enhanced Code Enforcement Program will take place in two target neighborhoods. The first target neighborhood is located in CT 5331.03 BG 2 bound by Zoe Avenue to the north, Alameda to the west, Florence to the south, and Santa Fe to the east. The second target neighborhood is located in CT 5335.01 BG 1 bound by Slauson to the north, Maywood Avenue to the west, E. 61st Street to the south, and Carmelita Avenue to the west. (Project: Enhanced Code Enforcement)</p> <p>NOTE: The Enhanced Code Enforcement Program is in the Geographic Area called, "Enhanced Code Enforcement CDBG Target Neighborhoods." However, this geographic area is not available to be selected below.</p>

2	Goal Name	Preserve Existing & Create New Affordable Housing
	Goal Description	HOME funds will also be used to assist affordable housing developers in the acquisition, construction and/or rehabilitation of low-income rental and/or owner housing units. The City will also use CDBG funds for minor rehabilitation programs for low and moderate income homeowners. (Projects: Residential Rehab; Minor Home Repair; Acquisition/Rehabilitation Project; First Time Homebuyer Program)
3	Goal Name	Support Agencies that Assist Homeless Populations
	Goal Description	Using CDBG public service funds, the City will provide assistance to homeless service providers including, but not limited to the Salvation Army. (Project: Salvation Army Southeast Communities Family Services Program)
4	Goal Name	Support Agencies that Assist Special Needs Population
	Goal Description	Using CDBG public service funds, the City will provide assistance to special needs population including, but not limited to, the City of Huntington Parks and Recreation Department for the Huntington Park Senior Program. (Project: HP Senior Program)
7	Goal Name	Provide Needed Community Services to LMI Persons
	Goal Description	Using CDBG public service funds, the City will provide assistance to various social service agencies for programs for youth and general public services. Services must benefit at least 51 percent low/mod persons. (Projects: P&R After School Program; P & R Salt Lake Park Program)
8	Goal Name	Provide Economic Opportunity
	Goal Description	Using CDBG funds, the City will support projects and programs targeted to low and moderate-income business owners, or persons wishing to start or expand a business. (Projects: Commercial Rehabilitation Program)

9	Goal Name	Planning for Housing and Community Development
	Goal Description	<p>The City will conduct the following administration/planning activities: (1) General Administration of the overall CDBG and HOME Program, including preparation of budget, applications, certifications and agreements, (2) Coordination of all CDBG-funded capital improvement projects, (3) Coordination of the Public Service Subrecipients, (4) Coordination of all HOME-funded housing projects, (5) Monitoring of all CDBG and HOME projects/programs to ensure compliance with federal regulations, (6) Preparation of the Annual Action Plan, and (7) Preparation of the Consolidated Annual Performance and Evaluation Report (CAPER). The City may use up to 20% of its annual CDBG entitlement on administration activities; and 10% is allowed for HOME administration activities. (Project: CDBG Administration; Fair Housing Services; HOME Administration)</p>



Projects

AP-35 Projects – 91.220(d)

Introduction

The following projects are based on the City's identified priority needs and activities. Projects/programs operated citywide are noted. The majority of the projects are targeted low and moderate income persons, or neighborhoods in census tracts with 51% or more who are low- or moderate-income. All proposed activities are eligible and meet program service targets.

Projects

#	Project Name
1	Enhanced Code Enforcement
2	Residential Rehabilitation
3	Acquisition/Rehabilitation/New Construction
4	Minor Home Repair Program
5	Salvation Army Southeast Communities / Family Services Program
6	HP Senior Program
7	Parks and Recreation Salt Lake Park Program
8	Parks and Recreation After School Program
9	Commercial Rehabilitation
10	CDBG Program Administration
11	Fair Housing Foundation
12	HOME Program Administration

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The Housing and Homeless Needs Assessment of the Consolidated Plan discusses housing need by income category. Income levels identified are 1) extremely low-income; 2) very low-income, and; 3) low- and moderate-income households. Based on HUD recommendations, general relative priorities for funding will be as follows:

HIGH PRIORITY: Activities to address this need will be funded during the five-year period.

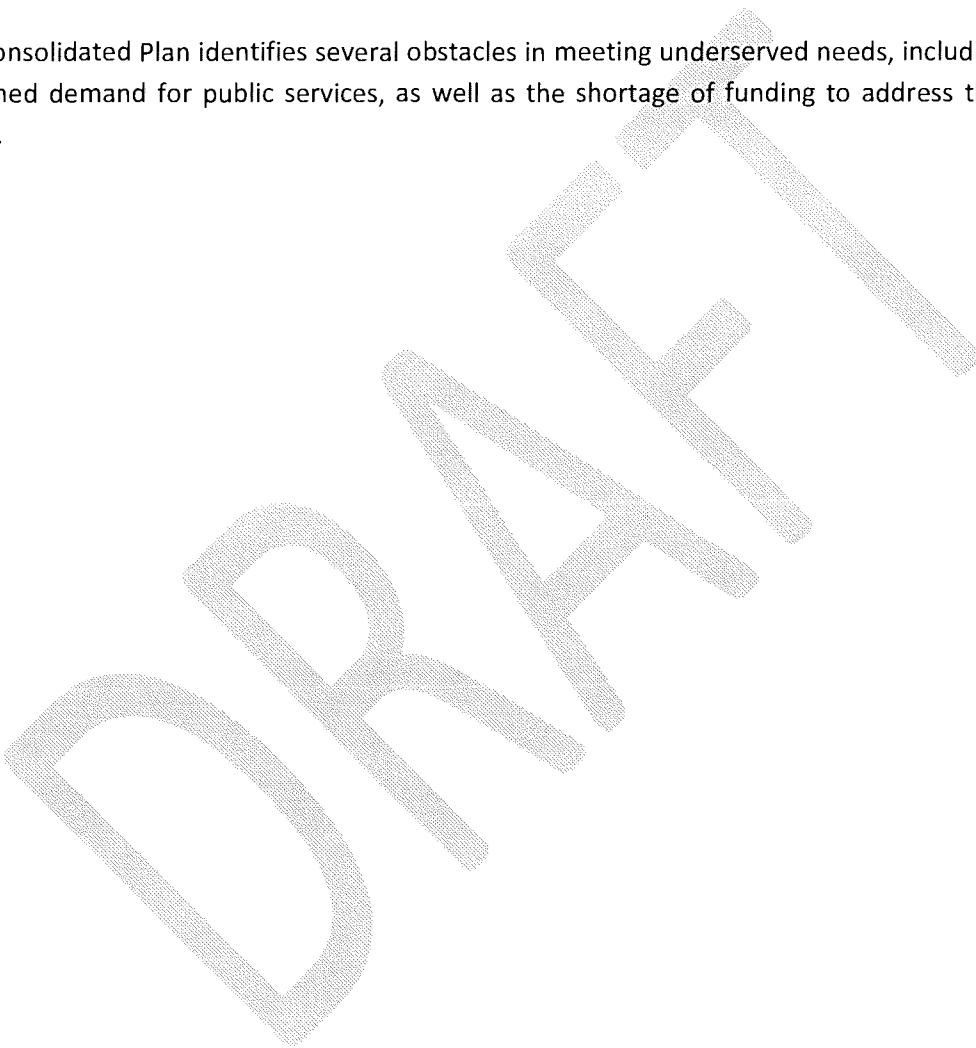
MEDIUM PRIORITY: If funds are available, activities to address this need may be funded by the City during the five-year period. The City may also use other sources of funds and take actions to locate other sources

of funds.

LOW PRIORITY: It is not likely the City will fund activities to address this need during the five-year period.

The highest priority has been assigned to the needs of the lowest income residents, based on the assumption that in this high cost real estate market, they are at greater risk of displacement, homelessness or other serious housing situations due to limited financial resources and other limitations they may face.

The Consolidated Plan identifies several obstacles in meeting underserved needs, including the high and sustained demand for public services, as well as the shortage of funding to address the community's needs.



AP-38 Project Summary

Project Summary Information



1	Project Name	Enhanced Code Enforcement
	Target Area	2 Targeted Area
	Goals Supported	Sustain and Strengthen Neighborhoods
	Needs Addressed	Priority Housing Needs
	Funding	CDBG: \$310,000
	Description	<p>Funding for the Code Enforcement Program will be used to support four part-time Code Enforcement Officers. Code Enforcement Officers will provide enhanced code enforcement services in each of the two target areas. As the City ages, certain areas within the City of Huntington Park need ongoing, proactive property maintenance inspections by Code Enforcement to maintain a safe environment. Thus, with enhanced code enforcement efforts, the quality of life and housing standards are maintained. The Enhanced Code Enforcement Program benefits the community overall by upgrading the housing stock within deteriorating and deteriorated areas. The four part-time Code Enforcement Officers' responsibilities include follow-through of complaints received, addressing substandard housing conditions, inputting proactive cases seen in the field, monitoring and abating violations in the field, gaining compliance in the CDBG target areas, providing mutual aid to other officers in the CDBG area, and making proactive efforts to market other programs available to help alleviate deterioration and substandard housing. These other programs include the City's Residential Rehabilitation, Minor Home Repair, Graffiti Removal, Lead-Based Paint Removal Programs, as well as available public services. In conclusion, the City's Enhanced Code Enforcement program continues to be an important means to alleviate blight in the CDBG areas, with the primary focus on substandard conditions; including but limited to: structural hazards, interior substandard living conditions and other health and safety code violations while promoting residential renovation and revitalization.</p>
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	281 housing units will benefit from the proposed activity.

	Location Description	CDBG Target Area 1: CT 5331.03 BG 2 bound by Zoe Avenue to the north, Alameda to the west, Florence to the south, and Santa Fe to the east. CDBG Target Area 2: CT 5335.01 BG 1 bound by Slauson to the north, Maywood Avenue to the west, E. 61st Street to the south, and Carmelita Avenue to the west.
	Planned Activities	Same as description.
2	Project Name	Residential Rehabilitation
	Target Area	City of Huntington Park
	Goals Supported	Preserve Existing & Create New Affordable Housing
	Needs Addressed	Priority Housing Needs
	Funding	HOME: \$200,000
	Description	This program provides financial assistance to owners of single-family homes (one to four units) and rental properties for rehabilitation improvements. Loans of up to \$50,000 are provided to qualified low and moderate income households, with a forgivable component of up to \$25,000 for repairs that correct health and safety violations. The implementing agency is the City's Community Development Department.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	4 household housing units will benefit from the proposed activities.
	Location Description	Citywide.
	Planned Activities	Same as description.
3	Project Name	Acquisition/Rehabilitation/New Construction
	Target Area	City of Huntington Park
	Goals Supported	Preserve Existing & Create New Affordable Housing
	Needs Addressed	Priority Housing Needs
	Funding	HOME: \$385,186
	Description	HOME funds will be used to gap finance an affordable housing project at a location yet to be determined. The implementing agency is the City of Huntington Park City Manager's Department.
	Target Date	6/30/2019

	Estimate the number and type of families that will benefit from the proposed activities	Approximately 17 low to moderate income housing units will benefit from the proposed activities.
	Location Description	To be determined
	Planned Activities	Same as description
	Project Name	City of Huntington Park First-Time Homebuyer Program
	Target Area	City of Huntington Park
	Goals Supported	Preserve Existing & Create New Affordable Housing
	Needs Addressed	Priority Housing Needs
	Funding	HOME: \$1,000,000
	Description	Provide Low to Moderate Income person with down payment assistance to purchase their first home.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 5 low to moderate income families will benefit from the proposed activities.
	Location Description	To be determined.
	Planned Activities	Same as description.
5	Project Name	Minor Home Repair Program
	Target Area	City of Huntington Park
	Goals Supported	Preserve Existing & Create New Affordable Housing
	Needs Addressed	Priority Housing Needs
	Funding	CDBG: \$200,000
	Description	The program provides on a citywide basis minor home repairs based on health, safety and accessibility; activities include energy conservation activities, security and safety improvements, to eligible low and moderate-income households. The program offers a grant of up to \$7,500 to the homeowner for labor and materials and minor repairs to the property.
	Target Date	6/30/2019

	Estimate the number and type of families that will benefit from the proposed activities	Approximately 13 housing units will benefit from this proposed activity.
	Location Description	Citywide.
	Planned Activities	Same as description.
6	Project Name	Salvation Army Southeast Communities / Family Services Program
	Target Area	City of Huntington Park
	Goals Supported	Support Agencies that Assist Homeless Populations
	Needs Addressed	Priority Homeless Needs
	Funding	CDBG: \$15,000
	Description	This program provides services to the homeless, those at-risk of being homeless and low-income families/persons through the provision of various activities including emergency food service for families, senior food bags, showers, clothing and furniture vouchers, emergency motel vouchers and bus tokens.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	210 persons will benefit from the proposed activities.
	Location Description	2969 Gage Avenue, Huntington Park CA 90255
	Planned Activities	Same as description.
7	Project Name	HP Senior Program
	Target Area	City of Huntington Park
	Goals Supported	Support Agencies that Assist Special Needs Population
	Needs Addressed	Priority Special Needs Populations
	Funding	CDBG: \$47,0000
	Description	The HP Senior Program promotes the benefits of leading a healthier lifestyle among older adults through educational workshops, coordinated physical activities and other recreation-based activities.
	Target Date	6/30/2019

	Estimate the number and type of families that will benefit from the proposed activities	300 persons will benefit from the proposed activity.
	Location Description	Huntington Park Community Center 3401 East Florence Avenue, Huntington Park CA 90255
	Planned Activities	Same as description.
8	Project Name	Parks and Recreation Splash Pad Program
	Target Area	City of Huntington Park
	Goals Supported	Provide Needed Community Services to LMI Persons
	Needs Addressed	Priority Community Services
	Funding	CDBG: \$14,400
	Description	Using CDBG funds, the City will be able to cover the cost of staff time to operate the Splash pad for the residents of Huntington Park. The Splash pad is a newly constructed water recreational facility at Salt Lake Park.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	200 Low to moderate income persons
	Location Description	Salt Lake Park Community Center 3401 Florence Avenue, Huntington Park
	Planned Activities	Same as description.
9	Project Name	Parks and Recreation After School Program
	Target Area	City of Huntington Park
	Goals Supported	Provide Needed Community Services to LMI Persons
	Needs Addressed	Priority Community Services
	Funding	CDBG: 115,014

	Description	This program provides after school supervision at City parks and offers a variety of recreational activities such as sports, arts and crafts, field trips, and homework assistance. The program serves to improve the safety of the parks for all users, and helps deter crime, vandalism, graffiti and drug use among youth by offering positive alternatives. Program locations include Robert H. Keller Park, Salt Lake Park, Freedom Park, and will feature a Summer Swim Program at Linda Marquez High School, seven days a week during the months of July and August.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	500 persons will benefit from the proposed activity.
	Location Description	Various locations citywide.
	Planned Activities	Same as description.
10	Project Name	Commercial Rehabilitation
	Target Area	City of Huntington Park
	Goals Supported	Provide Economic Opportunity
	Needs Addressed	Economic Opportunity
	Funding	CDBG: \$380,000
	Description	The program provides up to \$50,000 in rehabilitation assistance to commercial properties for facade and other exterior improvements, to improve handicap accessibility, and to correct code violations. The program also funds project delivery costs related to commercial rehabilitation projects, such as a portion of one staff position, labor compliance consulting fees and architectural consulting fees.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	7 businesses will benefit from the proposed activity.
	Location Description	Citywide.
	Planned Activities	Same as description.

11	Project Name	CDBG Program Administration
	Target Area	City of Huntington Park
	Goals Supported	Planning for Housing and Community Development
	Needs Addressed	Other Housing and Community Development Needs
	Funding	CDBG: \$245,219
	Description	This program provides for the overall development, financial management, coordination and monitoring of the CDBG program, HUD communication, public participation, as well as planning and urban environmental design and studies. The implementing agency is the City Community Development Department.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	Not applicable.
	Location Description	City of Huntington Park 6550 Miles Avenue, Huntington Park, CA 90255
	Planned Activities	Same as description.
12	Project Name	Fair Housing Foundation
	Target Area	City of Huntington Park
	Goals Supported	Planning for Housing and Community Development
	Needs Addressed	Other Housing and Community Development Needs
	Funding	CDBG: \$10,000
	Description	The City funds the Fair Housing Foundation to affirmatively further fair housing by providing fair housing related services, including housing discrimination counseling and investigative services, landlord-tenant housing dispute resolution services and education and outreach services.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	Not applicable.

	Location Description	Fair Housing Foundation 3605 Long Beach Boulevard, Long Beach, CA 90807
	Planned Activities	Same as description.
13	Project Name	HOME Program Administration
	Target Area	City of Huntington Park
	Goals Supported	Planning for Housing and Community Development
	Needs Addressed	Other Housing and Community Development Needs
	Funding	HOME: \$65,020
	Description	Funds provide for the overall development, management, coordination and monitoring of the HOME program as implemented by the Community Development Department.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	Not applicable.
	Location Description	City of Huntington Park 6550 Miles Avenue, Huntington Park, CA 90255
	Planned Activities	Same as description.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City utilizes CDBG and HOME funds for projects and programs operated citywide. However, the majority of CDBG-funded facility projects are targeted to the most-needy neighborhoods: those census tracts where 51% or more of the residents are low- or moderate-income. Of Huntington Park's twenty census tracts, seventeen are majority (>50%) low/mod income, and are thus designated "low/mod" tracts by HUD. Census tract 5326.03, block group 1, census tract 5335.03, block group 2, and census tract 5345.01, block group 1 are <50% low/mod and thus do not qualify as a low/mod tract per HUD guidelines. Subtracting the population in these three non-qualifying block groups (2,925) from the city's total population of 61,235 residents results in a balance of 58,310 low/mod residents.

Pursuant to the City of Huntington Park FY 2017/18-2019/20 Enhanced Code Enforcement Strategy, enhanced code enforcement services will be provided in two CDBG target neighborhoods. CDBG Target Area 1 is located in CT 5331.03 BG 2 bound by Zoe Avenue to the north, Alameda to the west, Florence to the south, and Santa Fe to the east. CDBG Target Area 2 is located in CT 5335.01 BG 1 bound by Slauson to the north, Maywood Avenue to the west, E. 61st Street to the south, and Carmelita Avenue to the west. The City's Street Improvements Project will also take place within the two CDBG target neighborhoods.

All other activities funded as part of this Consolidated Plan are offered on a citywide basis to low and moderate-income Huntington Park residents.

Geographic Distribution

Target Area	Percentage of Funds
City of Huntington Park	81

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

City of Huntington Park (Citywide) - 81%

Enhanced Code Enforcement CDBG Target Neighborhoods - 19%

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Based on the CHAS tables provided by HUD (extrapolated from 2007-2011 ACS data), the following summarizes two key housing problems in Huntington Park:

- **Renter Cost Burden:** Among Huntington Park's approximately 9,325 low and moderate income (<80% AMI) renter households, 5,998 (64%) face a cost burden of spending greater than 30% of income on rent. Over one-third of the City's low and moderate income renters face a severe cost burden, with 3,104 spending more than 50% of income on rent. As depicted in Figure 4, high levels of severe renter overpayment are located in neighborhoods throughout the City, and generally correspond to areas with high levels of poverty, senior households, and renter overcrowding.
- **Household overcrowding:** Defined as greater than one person per room, household overcrowding has decreased from 63% of all renters in 2000 to 48% a decade later (as documented by the 2007-2011 ACS). Severe overcrowding (greater than 1.5 persons per room) impacts 27% of renters in the City. Figure 5 depicts several neighborhoods with concentrations of severe renter overcrowding (over 45%): north of Florence immediately east of Santa Fe; the neighborhood on either side of State bound by Gage and Saturn; both sides of Pacific bound by Randolph and Slauson; and the northernmost portion of the city directly to the east of Santa Fe.

For homeless persons or persons at-risk of becoming homeless, the most significant problem is the lack of affordable rental housing. This problem has been compounded by decreases in funding available through Section 8 and HOME, and the loss of Redevelopment Housing funds. For chronically homeless persons and transitional age youth, there is an insufficient inventory of transitional housing and permanent housing with supportive services designed to meet the specific needs of these populations who often struggle with physical and mental health problems in addition to substance abuse issues.

In addition to the lack of affordable rental housing, the City's Consolidated Plan recognizes the need for owner and renter rehabilitation. The age of a community's housing stock can provide an indicator of overall housing conditions. Typically housing over 30 years in age is likely to need rehabilitation work to major elements of the structure, such as roofing, siding, plumbing and electrical systems. As a mature community, the majority of Huntington Park's housing stock consists of units older than 30 years of age. Among owner-occupied housing, 78% of units were constructed prior to 1980. Similarly, a substantial proportion of Huntington Park's rental housing is greater than 30 years in age (83%); this housing typically suffers more wear-and-tear from tenants than owner-occupied housing. Additionally, an estimated 15% of the City's housing is in substandard condition (2,300 units). The biggest contributors to substandard

housing are the City's aging housing stock, household overcrowding, and absentee landlords.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	25
Special-Needs	0
Total	26

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	3
Rehab of Existing Units	17
Acquisition of Existing Units	1
First- Time Homebuyer	5
Total	25

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

The City's HOME-funded Residential Rehabilitation and CDBG-funded Minor Home Repair Programs are available to low-to-moderate income single-family homeowners (up to four units) on a first-come-first-serve basis. The programs are marketed on the City's website and newsletter, and informational flyers are available at various counters at City Hall. In FY 18-19, the City will be offering a First-Time Homebuyer Program to eligible low to moderate income person.

The City will also pursue an affordable housing project with a local Community Housing Development Organization (CHDO). The City will extend gap financing to acquire and support construction of affordable permanent rental housing. While a location is yet to be determined, the City will attempt to address the two key problems described above: 1) renter cost burden; and 2) household overcrowding.

AP-60 Public Housing – 91.220(h)

Introduction

Huntington Park's Housing Assistance Voucher (formerly Section 8) rental assistance program is administered by the Los Angeles County Housing Authority (HACoLA). HACoLA's Housing Assistance Voucher program currently assists approximately 23,000 families through a partnership with over 13,000 property owners throughout the County. Within Huntington Park, HACoLA administers 458 tenant-based vouchers for low income households (November 2014). There is no public housing within Huntington Park. The inventory of 557 units of assisted rental housing in Huntington Park, and units at risk of conversion to market rate, is discussed in the Consolidated Plan, section MA-10.

Actions planned during the next year to address the needs to public housing

Not applicable.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

Not applicable.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable.

Discussion

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

As of May 2018, the 2018 Greater LA Homeless Count, provided by LAHSA, identified 53,195 homeless individuals. Of those individuals 13,369 were sheltered and 39,826 were unsheltered. There has been a reduction of 3 percent from the year of 2017 to 2018. Specifically, in Service Planning Area 7 (SPA 7), there are 70 persons which are transition age youth (18-24), 3,352 that are adult individuals and 169 that consist of adult family members.

As stated by the LAHSA, because of the continuing increase in homeless populations over the last couple of years, there has been a sufficient loss in critical resources which are under the American Recovery and Reinvestment Act. There has also been a lack of affordable housing alternatives for low income households and expansions in rental rates, less McKinney-Vento funding due to the new use of CDBG funding formulas and in-migration of homeless individuals to the County of Los Angeles.

LAHSA has influenced the decision to divide the County up into eight geographic areas which classifies the East Los Angeles Service Planning Area (SPA 7), that of which includes the City of Huntington Park. The total population of homeless in SPA 7 is 3,521 individuals, while the sheltered population is 1,060 individuals. Of that homeless population, 3,282 adults, who are not in family units, make up about 93 percent of the homeless. Those who are homeless within a family unit make up 5 percent of the homeless population being at 169 persons. Roughly 56 percent of the homeless population, 1,981 individuals, consist of Hispanic/Latino races. Over the year, there has been a 1 percent change increase in homelessness.

On May 31st, 2018, LAHSA published an article suggesting that even though the homeless count of the youth has risen from 3,233 to 3,306 persons within the past year, the percentage of sheltered youth has gone from 45 percent sheltered in 2017 to 53 percent sheltered in 2018. The California Housing Partnership Corporation(CHPO) provided the information that Los Angeles has a shortage of roughly 565,255 affordable units for low income renters, which is higher than 2017, but rent continues to increase in the County of Los Angeles. Thus, poverty rate increases being held at 20 percent in California, as the highest of any state, and 24.9 percent just alone in the Los Angeles County.

The City of Huntington Park's homeless population has been approximated to fluctuate between 30 to 50 persons. The City Code Enforcement staff suggest that there are about 30 chronic homeless in the City, made up of primarily men. A grand majority of the City's homeless are seen as chronic substance abusers who have been homeless for various years. Although staff reports show no "visible" homeless families, the City is the only authority in the area that allows for overnight street parking. As of an outcome, momentarily, homeless individuals and families from the greater area are allowed at Huntington Park to sleep in their cars overnight.

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Even though the City of Huntington Park does not manage a homeless prevention program, one CDBG program has supported local homeless. The Salvation Army Southeast Community has provided a referral service and transportation to the Salvation Army Shelter located in the City of Bell. What the Bell Shelter does is evaluate the individual needs of homeless persons which include case management, supportive and transitional housing, individual or group counseling, drug and alcohol programs, job search assistance, homeless veteran's reintegration, adult education, and a mobile medical clinic.

Addressing the emergency shelter and transitional housing needs of homeless persons

Huntington Park addresses the needs of the homeless and other persons who are in need of shelter by taking part in programs operated by public agencies. Even though there are no emergency shelters that are located in Huntington Park, a regional shelter is located just adjacent in the city of Bell. The Bell Shelter, which is ran by the Salvation Army, provides emergency and transitional aid, as well as case management; substance abuse rehabilitation; counseling; on-site health care and medical referrals; computer and job training search programs; veterans' reintegration programs, and life skills classes. Adult educational and ESL classes are offered as well through the LA Unified School District (LAUSD), which can lead to different vocational certificates. The Bell Shelter has also joined with the County of Los Angeles Department of Mental Health and the Veterans Administration to provide a new, 76,000-foot renovated shelter, that targets the homeless, mentally ill, veterans and any persons seeking alcohol and drug recovery.

Huntington Park City's Zoning Code currently allows transitional housing and emergency shelters to be located within the City's limits. To move forward with the uses of the Zoning Code, the City has revised it as of in 2009. Thus way, shelters can be of use in the zone and housing be granted within those residential zoning districts. The city also answers to the urgent needs of the homeless and other persons who are in need of shelter by trying to engage in programs administered by homeless service agencies. For example, The Salvation Army will continue to provide transportation assistance to those individuals who wish to proceed to the Bell regional shelter or any other shelters in neighboring communities.

Huntington Park has used local HOME funds to expand a housing project, The Mosaic Gardens, on Middleton Street in Huntington Park. With having had Partnered with LINC Housing, the City restored and modernized the building to serve as a home for those limited-income families and the transitional age youth (TAY), ages 18 to 24, who have been granted services from the Los Angeles County Department of Mental Health (LACDMH). The former 55 motel rooms that were in the building before were transformed into 24 apartments, now being able to provide each family a space of their own. The location itself provides easy access to transportation, grocery stores, and job opportunities. The project also contains a large community courtyard with a tot lot, barbecue grills, and equipment for residents to enjoy. A community room, computers, and private counseling rooms also allow space for social activities and services that will later help assist residents at the Mosaic Gardens.

Helping homeless individuals (mainly chronically homeless persons, families with children, veterans and their families, and single-handed youth) make the conversion to permanent housing and independent living. This includes shortening the period of time that individuals and families experience being homeless. Providing access for homeless individuals and families to affordable housing units and

preventing individuals and families who were recently homeless from being homeless again is necessary.

In an ongoing effort to address the necessities of the homeless and those at risk of homelessness, the City focuses on the development of rational and effective programming , which consist all of: applying for short and long-term available funding, partnerships with service providers capable of leveraging other funding, the ability to create or secure affordable housing, perform homeless case management, and engage with the homeless through a street outreach component in order to connect them to available services. The City's overall objective is to expand on current homeless programs and activities within a larger emphasis of homeless veterans and families to accommodate with.

Helping low-income individuals and families avoid becoming homeless include those who are specifically being released from publicly funded institutions and systems of care, such as health care and mental facilities, foster care and correction programs. Also those receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The City of Huntington Park provides CDBG funding to the Fair Housing Foundation on an annual basis to provide a wide range of fair housing services to assure equal housing opportunities for its residents. Individuals or families who are homeless and or at jeopardy of homelessness will have the opportunity to get associated with supportive services, treatments, public resources and support groups through the Salvation Army. Those in lower-income households who overpay for housing are more likely to be at risk of becoming homeless upon loss of employment. The City of Huntington Park will consult with the Los Angeles County Housing Authority to provide Section 8 rental assistance to homeless individuals and families, which those at risk of becoming homeless may also be included.

Discussion:

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

The City of Huntington Park has had a strong history of being able to support affordable housing. The City itself has gone on to adopt numerous provisions within the Zoning Ordinance that facilitates a range of residential development types and encourages affordable housing. Those provisions include flexible development standards for affordable housing, a density bonus ordinance, and reasonable accommodation procedures for persons with disabilities. Furthermore, the City and its former Redevelopment Agency have provided financial assistance to support mixed income housing projects. However, the loss of Redevelopment Housing Funds, along with reductions in Federal HOME funds, will dampen the level of future affordable housing productions in the City.

The primary barrier to the provisions of affordable housing in Huntington Park, besides funding constraints, are the lack of vacant land that is suitable for residential development. Separate owners of smaller parcels hold much of the underdeveloped and residentially zoned lands in the City, which calls for alternative policy tools. These tools consist of lot consolidation and/or demolition of existing structures that are old in order to accommodate for higher density infill developments.

The actions that have been planned out to remove or better improve the negative effects of public barriers have served as barriers to affordable housing. Some of these barriers included lands that use controls, tax policies that affect it, zoning ordinances, building codes, fees and charges, growth limitations, and policies that have affected the return on residential investment.

The City firmly believes that its policies and current practices do not create barriers to affordable housing. As of January 2015, the City updated its Analysis of Impediments to Fair Housing Choice, where it reviewed various City policies and regulations. From this they determined that none of these are an impediment to housing, thus, the City will continue to review any new policies and procedures to ensure they do not serve as an actual constraint to development.

The State Department of Housing and Community Development, in their review of Huntington Park's 2008-2014 Housing Element, determined the City's land use controls, building codes, fees and other local programs intended to improve the overall quality of housing do not serve as a development constraint. Furthermore, the City's Housing Element sets forth the following programs as a means of continuing to

facilitate the production of affordable housing:

- Affordable Housing Development Assistance
- Homeownership Assistance
- Affordable Housing Incentives Ordinance
- Modified Standards for Affordable and Special Needs Housing
- Provision of Sites in the CBD and Affordable Housing Overlay Districts
- By-Right Zoning Provisions for Emergency Shelters, Transitional Housing, Supportive Housing and Second Units

On December 7, 2009, the City of Huntington Park adopted a Reasonable Accommodation Ordinance in order to specifically address the removal of barriers for persons with disabilities. The Ordinance sets forth the procedures under which a disabled person may request a reasonable accommodation in applications of the City's land use and zoning regulations. A request may include a modification or exception to the requirements for siting, development and use of housing or housing-related facilities that could eliminate regulatory barriers. Reasonable requests for accommodation may be approved administratively through the Community Development Director, which will eliminate the requirement for the disabled applicant to face a zoning variance. The ordinance became effective on January 7, 2010.

Discussion:

AP-85 Other Actions – 91.220(k)

Introduction:

Actions planned to address obstacles to meeting underserved needs

The City of Huntington Park has identified long-range strategies, activities and funding sources to implement the goals in the areas of housing and community development services for the benefit of the residents.

- The City will continue to seek other resources and funding sources to address the bigger obstacles in order to meet the community's underserved needs, which is the lack of funding and/or inadequate funding.
- The City will look for more innovative and creative ways to make its delivery systems comprehensive and continue existing partnerships with both for-profit and non-profit organizations.
- The City has restructured its use of HOME funds to concentrate on both affordable rental housing and homeowner rehabilitation programs.
- The City is currently addressing certain housing needs with federal funds such as availability, condition, and fair housing practices in order to prevent homelessness.
- The City is also addressing community development needs with federal funds such as infrastructure, improving public facilities and enhanced code enforcement.

Actions planned to foster and maintain affordable housing

The City's Consolidated Plan has identified existing and new affordable housing as a priority needed during the 2015/16 – 2019/20 timeframe. During FY 2017/18, the City proposes the use of HOME funds on an affordable housing project with the Oldtimers Housing Development Corp. This will be made available to low income households who are at restricted rents. The project location and size have not yet been determined, but once finalized, this Annual Action Plan will be changed in order to include this project. While a site for an affordable housing project also hasn't been determined for an additional project, the City will endeavor to alleviate household overcrowding and renter cost burden. At the same time, while addressing the fundamental needs for affordable housing of those at-risk of being homeless, three of the main housing issues are described in the Consolidated Plan.

The City is providing funding support to local public service agencies such as the Salvation Army that addresses the service needs of the homeless and those at risk of becoming homeless.

The City has also provided tenant based rental assistance to seniors in Huntington Park to help maintain

their housing at an affordable level. The TBRA program ended in FY 2015/16.

Actions planned to reduce lead-based paint hazards

In order to better protect children and families against lead poisoning, in 1999 HUD instituted and revised lead-based paint regulations to focus more around the following five activities:

- Notification
- Lead Hazard Evaluation
- Lead Hazard Reduction
- Ongoing Maintenance
- Response to Children with Environmental Intervention Blood Lead Level

The City has implemented HUD Lead Based Paint Regulations (Title X), that requires federally funded rehabilitation projects to address lead hazards. Lead-based paint abatement is part of the City's Residential Rehabilitation Program and the Acquisition/Rehabilitation of Affordable Rental Housing Program, which selects units within rental housing projects and runs rehabilitation test if not statutorily exempt. Elimination or encapsulation remedies are implemented if lead is detected and is paid for through CDBG or HOME funds, as appropriate.

The Community Development Department coordinates the City's efforts to reduce lead-based paint hazards pursuant to HUD Lead Based Paint Regulations (Title X). In order to reduce lead in existing households, all rehabilitation and minor home repair projects that are funded with CDBG and HOME are tested for lead and asbestos. When a lead-hazard is seen as present, a lead consultant is hired to provide abatement or implementation of interim controls.

The City will also coordinate with the L.A. County Childhood Lead Prevention Program (CCLPP), who is responsible for enforcement of L.A. County's Lead Abatement Ordinance, including inspection, regulations and consultation. The CCLPP provides the City with the address of any households where there is evidence of lead poisoning, which may include elevated blood levels in children or any other evidence of lead from a physical inspection of a property. The City will then contact the property owner and offer financial aid to assist in the abatement of the hazard. The City provides lead hazard education and outreach through its newsletter and at other information distribution outlets (e.g., City Hall, Parks and Recreation, and the Library).

In late 2015, the City was awarded a \$1.75 million HUD Lead Based Paint Hazard Control Grant, that allowed significant expansion of its lead prevention and abatement activities. The grant will enable the City to identify and remediate lead hazards in residences that are occupied by lower income families with children, and able to educate the community about lead poisoning prevention, healthy homes and integrated pest management. The second HUD Lead Based Paint Hazard Control Grant City awarded to the City of Huntington Park was in the year of 2009. The City was awarded \$1.57 million, which allowed

the City to remediate lead hazards from 90 homes.

Lastly, the City's Minor Home Repair program can provide weatherization services, and as needed exterior paint, and perform healthy home interventions. The interventions focus on repairs for integrated pest management, moisture problems, smoke alarms, and correction or replacement of faulty appliances.

Actions planned to reduce the number of poverty-level families

The 2007-2011 American Community Survey reported that one-fourth of City residents had incomes below the poverty level. The greatest concern is an increase in the number of individuals and families becoming homeless or at risk of becoming homeless due to poor economic conditions. Unemployment and underemployment are the most major factors that affect the increase in poverty, especially safety-net expenditures like insurance and health care, for example.

Based on the Consolidated Plan's Needs Assessment and available funds for program year 2015-16, the City will allocate available resources (CDBG and HOME) to support public service programs for the benefit of low to moderate-income residents. In order to provide community enrichment programming, affordable housing, case management services and development of life skills and self-sufficiency, the City will expand and create new partnerships with service providers and community based organizations.

These actions will be achieved by:

- Creating new affordable housing by leveraging limited funding resources with private, federal, and state governmental subsidies and grants.
- Allocating 15 percent of CDBG entitlement funds for public services to increase family stability for lower income households.
- Enhancing employment opportunities for all residents and promoting self-sufficiency. This includes creating job opportunities, additional tax revenue, new investment opportunities and overall community improvement to Huntington Park residents by supporting existing businesses and bringing additional economic investment to the City.

Additionally, the City encourages social service providers, the government, housing providers/developers and the private sector to provide services and development programs that enhance job opportunities for Huntington Park residents, particularly low-income persons.

The City will fully comply with Section 3 of the Housing and Community Development Act, to help foster local economic development and individual self-sufficiency. This set of regulations requires that the City provide job training, employment, and contracting opportunities for low or very low-income residents in

connection with housing and public construction projects.

Actions planned to develop institutional structure

As the recipient of CDBG and HOME funds, the City has delegated the Community Development Department to be the lead department responsible for the overall administration of HUD grants. Furthermore, the Department will prepare the Consolidated Plan and Analysis of Impediments to Fair Housing Choice every five years, draft the Annual Action Plan and CAPER, as well as other reports required by federal rules and regulations.

To implement the City's five-year strategy in addressing the priority needs in the Consolidated Plan for Fiscal Years 2015/2016- 2019/2020, the City will work with many programs. These programs include non-profit agencies, for-profit developers, advocacy groups, clubs, organizations, neighborhood leadership groups, City departments and private sectors. Engaging the community and stakeholders in the delivery of services and programs will be vital in overcoming gaps for the benefit of low to moderate residents. The City will also utilize public notices, Community Workshops and Meetings (as appropriate), the City's website, and other forms of media to deliver information on carrying out the Consolidated Plan strategies.

Actions planned to enhance coordination between public and private housing and social service agencies

In an ongoing effort to bridge the gap of various programs and activities, the City has developed partnerships and collaborations with local service providers and City departments that have been instrumental in meeting the needs and demands of the homeless, which may include low income individuals and families. Over the years, the City has created new partnerships or expanded them along the way. These partners include, The Huntington Park Police, Parks and Recreation, and Public Works Departments. Service programs that partner with the City also include Oldtimers Housing Development Corporation, Southeast Churches Service Center, Los Angeles Legal Center, the Salvation Army, the YMCA, and the Los Angeles Homeless Services Authority (LAHSA). During FY 2018/19, the City will continue to develop more partnerships.

Discussion:

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

The City of Huntington Park participates in HUD's CDBG Program that is used for creating decent affordable housing, suitable living environments, and economic opportunities. The new program year (2018/19) will begin on July 1, 2018. The FY 2018/19 CDBG allocation is \$1,276,096

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	80.00%

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(l)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The City will provide grants, interest-bearing and non-interest-bearing deferred payment loans or

residual receipts loans permitted under 24 CFR 92.206 (b) (1). The City will not institute other forms of investment forms not described in the aforementioned section nor provide loan guarantees described under 24 CFR 92.206 (b) (21).

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

In FY 18-19, the City of Huntington Park is proposing a First Time Homebuyer Program. Currently the City is following the resale or recapture guidelines listed below; however, these guidelines are under review and could be revised and brought back for approval at a later date:

HOME Loan. The City provides a “silent second” deferred trust deed mortgage to fund the difference between the market sales price (up to a maximum sale price established by HUD) and a mortgage amount that will provide an affordable housing cost to low and moderate-income households. The City loan is structured as a junior deferred loan to allow the borrower’s repayment ability to be fully utilized under the primary loan. The City HOME loan will be recorded as a lien on the property, and will be due upon sale or transfer of title or when the borrower no longer occupies the home as his/her principal residence as required under 24 CFR 92.254. Homebuyers will sign a HOME Agreement pursuant to §92.504(c)(5) of the HOME rule, which outlines the affordability restrictions and recapture guidelines, as well as a Promissory Note and Deed of Trust.

Affordability Requirements. The affordability period in connection with the resale of HOME-assisted units will be 30 years.

Recapture Provisions. Should the property cease to be the principal residence of the homebuyer, the City will recapture the full amount of HOME investment (HOME subsidy) to the extent there are net proceeds following the sale of the property and repayment of non-HOME loan repayments and closing costs. Net proceeds are defined as the amount of sale proceeds remaining (if any) after payment of any superior loan(s) (non-HOME funds) and customary closing costs. This limitation applies regardless of the nature of the sale (voluntary sales including short sales, and involuntary sales including foreclosures). This indebtedness becomes due and payable upon sale or transfer of the property, prior to the expiration of the period of affordability, to the extent there are sufficient “net proceeds”. If upon the voluntary or involuntary sale of the property prior to the expiration of the period of affordability there are insufficient net proceeds to pay the balance remaining of the City HOME loan, the Homebuyer is relieved from any further obligation to pay the indebtedness.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The City does not propose to use HOME funds for a homebuyer program. However, should the City

decide to fund such a program, Protocols will be developed to include the following characteristics:

- The City loan is structured as a “Silent Second” loan (junior deferred loan) to allow the borrower’s repayment ability to be fully utilized under the primary loan. The City HOME loan will be recorded as a lien on the property, and will be due upon sale or transfer of title or when the borrower no longer occupies the home as his/her principal residence as required under 24 CFR 92.254. Homebuyers will sign a HOME Agreement pursuant to §92.504(c)(5) of the HOME rule, which outlines the affordability restrictions and recapture guidelines, as well as a Promissory Note and Deed of Trust.
- Affordability Requirements. The affordability period in connection with the resale of HOME-assisted units will be 30 years.
- Recapture Provisions. Should the property cease to be the principal residence of the homebuyer, the City will recapture the full amount of HOME investment (HOME subsidy) to the extent there are net proceeds following the sale of the property and repayment of non-HOME loan repayments and closing costs. Net proceeds are defined as the amount of sale proceeds remaining (if any) after payment of any superior loan(s) (non-HOME funds) and customary closing costs. This limitation applies regardless of the nature of the sale (voluntary sales including short sales, and involuntary sales including foreclosures). This indebtedness becomes due and payable upon sale or transfer of the property, prior to the expiration of the period of affordability, to the extent there are sufficient “net proceeds”. If upon the voluntary or involuntary sale of the property prior to the expiration of the period of affordability there are insufficient net proceeds to pay the balance remaining of the City HOME loan, the Homebuyer is relieved from any further obligation to pay the indebtedness.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The City does not propose to provide refinancing with HOME funds as described under 24 CFR 92.206(b). However, when lending HOME funds for single-family dwellings, the City may find it necessary to allow refinancing to permit or continue affordability under §92.252. If so, the City will amend its Consolidated Plan to describe refinancing guidelines that include the following refinancing general guidelines:

- a) Demonstrate the rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
- b) Require review of management practices to demonstrate that disinvestment in the property has not occurred, that the long-term needs of the project can be met and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
- c) State whether the new investment is being made to maintain current affordable units, create

additional affordable units, or both.

- d) Specify the required period of affordability, whether it is the minimum 15 years or longer.
- e) Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area.
- f) State that HOME funds cannot be used to refinance multifamily loans made or insures by any Federal program, including CDBG.

